

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD

January 9, 2018
1:30 p.m.

The Career Education and Workforce Development Board was called to order by Chairman Hugh McDonald. The meeting was held at the Arkansas Rehabilitation Services, 525 West Capitol Avenue, Little Rock, Arkansas.

A record of member attendance is as follows:

PRESENT

Mr. Hugh McDonald, Chair
Ms. Gina Radke, Vice Chair
Dr. Keith Vire
Dr. Jeff Standridge
Ms. Stacy Gunderman
Mr. Burton Weis
Mr. Steve Percival
Ms. Jenifer Price

Ex-Officio Nonvoting Members

Dr. Charisse Childers, Ex-Officio Secretary
Mr. Steve Sparks (Mr. Mike Preston)
Mr. Mike Kennedy (Mr. Daryl Bassett)

ABSENT

Dr. Jerry Cash
Mr. Scott Copas
Mr. Michael Garner
Mr. Troy Keeping
Dr. Adam Arroyos

Ex-Officio Nonvoting Members

Dr. Maria Markham
Mr. Johnny Key
Dr. Richard Abernathy
Dr. Paul Beran

Mr. Hugh McDonald, Chair, called the meeting to order.

ACTION ITEM 1 – APPROVAL OF MINUTES OF NOVEMBER 14, 2017

On a motion by Dr. Vire and second by Mr. Percival, the Career Education and Workforce Development board unanimously approved the minutes of November 14, 2017.

ACTION ITEM 2 – AUTHORIZATION OF EXPENSE REIMBURSEMENT AND STIPEND FOR BOARD MEMBERS PERFORMING OFFICIAL BOARD DUTIES

Dr. Childers recommended that the Career Education and Workforce Development Board approve by a majority vote the authorization of payment to its members of a stipend not to exceed eighty-five dollars (\$85.00) per meeting attended.

Dr. Childers also recommended that the Career Education and Workforce Development Board approve by a majority vote the authorization of expense reimbursement for each board member for performing official board duties and when it is required of a board member to perform separate duties in connection with the official business of the agency. This vote indicates that expense reimbursements to board members shall not exceed the rate established for state employees by state travel regulations.

On a motion by Dr. Standridge and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved the authorization of payment of a stipend and expense reimbursement for each board member performing official board duties.

ACTION ITEM 3 – APPROVAL OF MEETING DATES FOR 2018

Mr. McDonald stated that the board has been meeting the second Tuesday of each month and asked if there was any objection of staying with that day from the other board members present.

After some discussion, Mr. McDonald stated that maybe we should meet every other month.

After further discussion, Mr. McDonald asked that this item be tabled for the next board meeting date in February.

INFORMATION ITEM 4 – AGRICULTURE EXPERIENCE TRACKER AND CTE MANAGER

Mrs. Kathy Turner, Deputy Director, Career and Technical Education introduced Mr. Chris Bacchus, Program Manager, Agriculture Education.

Mr. Bacchus provided the board members information concerning the Agriculture Experience Tracker program that the National FFA Organization students use to track their experience in agriculture education and their projects that they do in their agriculture classes or with industry partners.

Mrs. Turner provided the board members with information concerning the CTE Manager, which will be available to every CTE program. Mrs. Turner stated that the agency has been asked to be a pilot in Arkansas to participate in the CTE Manager software.

COMMITTEE REPORTS

Budget Committee – None

Personnel Committee – None

OTHER BUSINESS

Dr. Childers provided the board members with information that was requested at the last board meeting pertaining to approval of quarterly payments to the pilot programs in the Office of Skills Development. Dr. Childers referenced the board minutes from May 10, 2016, and the action states, "With quarterly and annual reports due back to the board." So moving forward we will not be asking for approval of quarterly payments; we will be submitting quarterly and annual reports only.

Dr. Childers also reminded the board members that they will be receiving their Financial Statement of Interest documents via email.

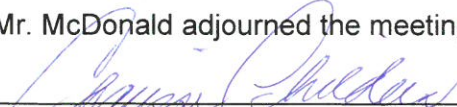
DIRECTOR'S REPORT

Dr. Childers gave an overview of the Director's Report. The full report will be sent to the board at a later date.

Mr. McDonald reminded the members of the next board meeting on February 13, 2018.

ADJOURNMENT

Mr. McDonald adjourned the meeting at 2:35 p.m.



Dr. Charisse Childers, Ex-Officio Secretary
Career Education and Workforce
Development Board



Mr. Hugh McDonald, Chair
Career Education and Workforce
Development Board