

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD
August 4, 2015
1:00 p.m.

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

A record of member attendance is as follows:

PRESENT

Mr. Michael Garner, Chairman
Mr. Hugh McDonald, Vice Chair
Dr. Adam Arroyos
Dr. Steven Collier
Mr. Scott Copas
Mrs. Stacy Gunderman
Mrs. Jenifer Price
Mrs. Gina Radke
Mr. Dan Serrano
Mr. Jeff Standridge
Dr. Keith Vire
Mr. Burton Weis

Ex-Officio Nonvoting Members

Dr. Charisse Childers, Ex-Officio Secretary
Dr. Brett Powell
Mr. Johnny Key
Mr. Bill Stovall
Dr. Paul Beran

ABSENT

Mr. Troy Keeping

Ex-Officio Nonvoting Members

Mr. Mike Preston
Mr. Daryl Bassett
Dr. Richard Abernathy

ACTION ITEM 1 – APPROVAL OF MINUTES OF APRIL 2, 2015

On a motion by Mr. McDonald and second by Mr. Standridge, the Career Education and Workforce Development Board unanimously approved the minutes of April 2, 2015.

ACTION ITEM 2 – APPROVAL OF MEETING DATES FOR 2015

Mr. Garner, Chairman, informed the board members that the verbiage of the agenda item has changed due to the establishment of the new 2015 board. Previously there was information established in A.C.A. 25-6-302, which stated, "The board shall meet at least once during each calendar quarter and at such other times upon call of the chairman or any other three (3) members."

Mr. Garner stated that the wording was amended and as of ACT 892, A.C.A. 25-30-101, there is no longer a statement about how often the board should meet. This is to be established by this board and is our responsibility to establish meeting dates until the end of the calendar year. Then at our December meeting, we will establish all of the meeting dates for 2016.

On a motion by Mr. Standridge and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved to set the next meeting date of September 15, 2015 at 1:00 p.m.

Mr. Garner informed the board members that they need to establish officers as necessary as amended in ACT 892, A.C.A. 25-30-101. We need to establish an Officer of Vice Chair, the Officer of

Secretary is Dr. Charisse Childers and there is no need for a Treasurer. The only Officer at this time we need to elect is the Vice Chair.

On a motion by Mrs. Radke and second by Mr. Standridge, the Career Education and Workforce Development Board unanimously approved Mr. Hugh McDonald as the Vice Chair.

ACTION ITEM 3 – 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. 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 Mr. Copas and second by Dr. Collier, 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 4 – ADOPTION OF THE 2015-2016 AGENCY BUDGET – CAREER EDUCATION

Ms. Lorna Claudio, chief financial officer, Department of Career Education, informed the board members that she is responsible for the adult education, career and technical education, the new office of skills development and agency operations budget.

Ms. Claudio provided the board members information on the major budget components and their source of funding.

Mr. Garner stated that information that is more detailed needs to be provided at the next board meeting.

On a motion by Mr. Copas and second by Mr. McDonald, the Career Education and Workforce Development Board approved by a vote of 10 for and 2 against to table the adoption of the 2015-2016 agency budget for the Department of Career Education.

ACTION ITEM 5 – ADOPTION OF THE 2015-2016 AGENCY BUDGET – ARKANSAS REHABILITATION SERVICES

Mr. Joseph Baxter, chief financial officer, Arkansas Rehabilitation Services, provided the board members information on the major budget components and their source of funding.

On a motion by Mrs. Gunderman and second by Mr. Serrano, the Career Education and Workforce Development Board approved by a vote of 8 for and 4 against to adopt the 2015-2016 agency budget for Arkansas Rehabilitation Services.

ACTION ITEM 6 – CERTIFICATION OF CANDIDATES FOR CROWLEY'S RIDGE TECHNICAL INSTITUTE PRESIDENT'S POSITION

Mr. Garner asked the board members to table this item because there is not enough information to make an informed decision.

Mr. Garner stated that the board will table action item six to allow time for the board to further review the candidates for president of Crowley's Ridge Technical Institute. In addition, to also allow time for the local boards of Crowley's Ridge Technical Institute and Eastern Arkansas Community College to give consideration to a merger.

Mr. Garner stated that the board acknowledges the local board's appointment of Mr. David Brown as the interim president of Crowley's Ridge Technical Institute.

Mr. Garner stated that the board would need a job description and the process that the local board went through to certify the three submitted candidates. It was requested that Crowley's Ridge supply the board with this in order for any candidates to be certified.

On a motion by Mrs. Radke and second by Dr. Collier, the Career Education and Workforce Development Board unanimously approved to table the certification of candidates for Crowley's Ridge Technical Institute president's position until the next board meeting.

ACTION ITEM 7 – REVISED POLICIES AND PROCEDURES FOR CAREER AND TECHNICAL EDUCATION

Mrs. Kathi Turner, deputy director of career and technical education, stated that it is the recommendation of the agency that the Board approve the revised Policies and Procedures for Career and Technical Education.

Mrs. Turner also stated that revisions have been made to reflect changes in endorsement/permit areas, definition of Program of Study and other changes in wording.

Mrs. Turner informed the board that these revisions have been out on public review for thirty days.

On a motion by Mr. Standridge and second by Mr. McDonald, the Career Education and Workforce Development Board unanimously approved the revisions to the Policies and Procedures for Career and Technical Education.

ACTION ITEM 8 – REVISED POLICIES AND PROCEDURES FOR ADULT EDUCATION

Ms. Bridget Bullard, program advisor of adult education, stated that it is the recommendation of the agency that the board approve the revised to the Policies and Procedures for Adult Education.

Ms. Bullard provided the board members information concerning the changes made in the Policies and Procedures for Adult Education.

On a motion by Dr. Vire and second by Mr. Serrano, the Career Education and Workforce Development Board unanimously approved the revisions to the Policies and Procedures for Adult Education.

ACTION ITEM 9 – REQUEST TO SUBMIT RULES AND REGULATIONS FOR ACT 1286

Ms. Sonja Wright-McMurray, associate director of special projects, stated it is the recommendation of the agency to ask this board for approval to begin the Legislative Rules and Regulations process for Act 1286.

Ms. Wright-McMurray also stated the purpose of the request is to complete the approval process of the Rules and Regulations of Act 186 that will govern how the Agriculture Pilot School Program is administered, developed, implemented and evaluated within the state.

On a motion by Mrs. Gunderman and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved the agency to begin the rules and regulation process for Act 1286, the Agriculture Pilot School Program.

ACTION ITEM 10 – REQUEST TO SUBMIT RULES AND REGULATIONS FOR PLUMBING APPRENTICESHIP PROGRAMS

Mr. Randy Prather, program manager, apprenticeship and construction training, stated it is the recommendation of the agency to ask the board for approval to begin the Legislative Rules and

Regulations process for Act 140.

Mr. Prather provided the board members information concerning the changes made in the Rules and Regulations for the Plumbing Apprenticeship Programs.

On a motion by Mr. Copas and second by Mrs. Radke, the Career Education and Workforce Development Board unanimously approved the agency to begin the rules and regulations process for Act 140 for the Plumbing Apprenticeship Programs.

ACTION ITEM 11 – REQUEST TO SUBMIT RULES AND REGULATIONS FOR ELECTRICIAN APPRENTICESHIP PROGRAMS

Mr. Randy Prather, program manager, apprenticeship and construction training, stated it is the recommendation of the agency to ask the board for approval to begin the Legislative Rules and Regulations process for Act 1122.

Mr. Prather provided the board members information concerning the changes made in the Rules and Regulations for the Electrician Apprenticeship Programs.

On a motion by Mr. Serrano and second by Mrs. Gunderman, the Career Education and Workforce Development Board unanimously approved the agency to begin the rules and regulations process for Act 1122 for the Electrician Apprenticeship Programs.

ACTION ITEM 12 – REQUEST TO SUBMIT RULES AND REGULATIONS FOR ARKANSAS REGISTERED APPRENTICESHIP PROGRAMS

Mr. Randy Prather, program manager, apprenticeship and construction training, stated it is the recommendation of the agency to ask the board for approval to begin the Legislative Rules and Regulations process for Arkansas Registered Apprenticeship Programs.

Mr. Prather provided the board members information concerning the changes made in the Rules and Regulations for the Arkansas Registered Apprenticeship Programs.

On a motion by Mr. Copas and second by Mr. Standridge, the Career Education and Workforce Development Board unanimously approved the agency to begin the rules and regulations process for for the Arkansas Registered Apprenticeship Programs.

ACTION ITEM 13 – APPOINTMENT OF A NEW MEMBER TO THE STATE PLUMBING APPRENTICESHIP COMMITTEE (SPAC)

Mr. Randy Prather, program manager, apprenticeship and construction training, stated it is the recommendation of the agency to ask the board to appoint Mr. James Corser to the State Plumbing Apprenticeship Committee (SPAC).

On a motion by Dr. Vire and second by Mrs. Gunderman, the Career Education and Workforce Development Board unanimously approved to appoint Mr. James Corser to the State Plumbing Apprenticeship Committee (SPAC)

ACTION ITEM 14 – APPOINTMENT OF A NEW MEMBER TO THE STATE ELECTRICAL APPRENTICESHIP COMMITTEE (SEAC)

Mr. Randy Prather, program manager, apprenticeship and construction training, stated it is the recommendation of the agency to ask the board to appoint Mr. Roger Chaple to the State Electrical Apprenticeship Committee (SEAC).

On a motion by Mrs. Gunderman and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved to appoint Mr. Roger Chaple to the State Electrical Apprenticeship Committee (SEAC)

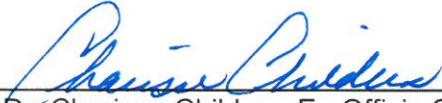
DIRECTOR'S REPORT

Dr. Charisse Childers stated that she has a director's report prepared and was prepared to give it verbally, but considering the time she would be glad to submit this report verbally or electronically.

Mr. Garner stated he would prefer to receive it through electronic communication.

ADJOURNMENT

Mr. Garner adjourned the meeting at 3:10 p.m.



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



Michael Garner, Chairman
Career Education and Workforce
Development Board