

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD

January 12, 2016
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

Ex-Officio Nonvoting Members

Mr. Michael Garner, Chairman	Dr. Charisse Childers, Ex-Officio Secretary
Mr. Hugh McDonald, Vice Chairman	Mr. Bill Stovall
Mr. Scott Copas	Dr. Brett Powell
Ms. Gina Radke	Dr. Paul Beran
Mrs. Jenifer Price	Mr. Johnny Key
Mr. Troy Keeping	
Dr. Keith Vire	
Mr. Burton Weis	
Dr. Adam Arroyos	

ABSENT

Ex-Officio Nonvoting Members

Mr. Jeff Standridge	Dr. Richard Abernathy
Mrs. Stacy Gunderman	Mr. Mike Preston
	Mr. Daryl Bassett

Mr. Michael Garner recognized Ms. Liz Yates, Governor Liaison for the agency and Ms. Meredith Rebsamen from the Attorney General's office.

ACTION ITEM 1 – APPROVAL OF MINUTES OF DECEMBER 15, 2015

On a motion by Mr. McDonald and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved the minutes of December 15, 2015.

ACTION ITEM 2 – REQUEST TO ADOPT RULES AND REGULATIONS FOR THE OFFICE OF SKILLS DEVELOPMENT

Mr. Brian Rogers, deputy director, Office of Skills Development, recommended that the board adopt the Rules and Regulations pertaining to the Office of Skills Development.

Mr. Rogers stated the rules and regulations were submitted for public comment back on December 11 and there were no comments submitted.

Mr. Rogers stated that the rules went through a rigorous process of drafting these in collaboration with other agencies. Mr. Rogers asked for the board's final approval of the rules and regulations so that at they can be submitted to Legislative Council.

Mr. Rogers stated the agencies goal is by beginning of March to begin accepting applications for funding.

Mr. Troy Keeping asked who is making the decision on how the funds are allocated and who is actually scoring and deciding who gets the money. Mr. Rogers stated that the Office of Skills Development would be scoring with inputs from Arkansas Economic Development Commission and

the Governors Workforce Cabinet, which has the ultimate decision but how they might delegate to a subcommittee of the Workforce Cabinet has yet to be defined.

Mr. Scott Copas asked is this the entire rules and regulations. Mr. Rogers responded yes. Mr. Copas stated so if you grant the money to some organization, where are the measures of success in testing that the money was spent wisely, I see no reporting. Mr. Rogers stated that the applications and the final reports are still in development. Mr. Keeping asked are there key performance indicators built, they are not built into the rules but you're saying they are built in the process. Mr. Keeping asked why they were not built into the rules. Mr. Copas stated that is his question as well. Mr. Johnny Key responded that if you put those in the rules and need to change them then going through the rules process is very extensive.

Mr. Keeping stated put in some basic perimeters that hold people accountable for measuring performance, not the specific performance measures. Mr. Copas stated put language in that says you will get reports back on the results. Dr. Childers stated that will be in the application process.

Mr. Hugh McDonald asked would that not be reasonable to add a section on accountability requirements and have some sort of measurement on the customer who was trained. Whether it's companies or students.

Mrs. Gina Radke stated in the past we had to send a report to AEDC saying this is what we saved in cost, how many jobs, how much did we expect it to make us. Dr. Childers stated that would be required in the application and in the reporting once the application is reviewed and the approval of the grant is distributed. Mr. Garner asked who is going to approve the applications in this process. Dr. Childers stated that the recommendation will be made by the Office of Skills Development, AEDC and Department of Workforce Services as we have been doing for the past year and that recommendation then goes to the Governor's Cabinet. The Governor's Cabinet will discuss the applications and then make a decision on which ones are approved.

Dr. Childers stated that if this board would like a report of those grants prior to being submitted to the Governor's Workforce Cabinet we could provide that report.

Mr. Keeping stated that he respects the fact that the application requires follow-up, there is just no formal process in the rules to require the follow up and or who actually looks at the follow up.

Dr. Paul Beran stated what this really represents is policies not procedures and what Dr. Childers has clearly stated is in broad language on page 8 of the rules and regulations that there is an expectation of some kind of return on investment being evaluated.

Mr. Garner stated that he sees several vague references to ROI scattered throughout the rules and regulations. Mr. Garner stated that he felt like the intent, while maybe not detailed measurement and outcome methods are here, it does appear to me that the intent of the rules and regulations is to have accountable ROI's for each applicant and each grant that is approved.

Dr. Childers stated as Mr. Key stated and Dr. Beran stated that these are intended to be the rules and regulations and the procedures would go into more detail into the establishment of follow up, of review, of requirements based on the applicant.

Mr. Garner asked would it be sufficient for the board to request a review of the final application that used for this process to show that there are key measurements attached to each grant request. Mr. Keeping stated he is not worried about the application, it's the after the fact. The application can require it but I want the measurement that says you said you were going to deliver X and you delivered Y and did we exceed, meet or fall below our commitment.

Dr. Arroyos stated I totally get the concern here but to me we can get as specific as we want with policies but it is how it is actually executed or delivered through procedures that is going to determine how successful so in my mind I think it would be more effective if we could see the application process and you guys add whatever guidance in terms of metrics or effectiveness that will ensure us

that our staff holds these applicants accountable. Dr. Arroyos stated that we either table for another conversation or entertain the motion and asked for a second and move on.

On a motion by Dr. Vire and second by Dr. Arroyos, the Career Education and Workforce Development Board approve the Rules and Regulations of the Office of Skills Development. Amended motion by Mr. McDonald and second by Mr. Keeping, the Career Education and Workforce Development Board approved by a vote of 8 for and 1 against the Rules and Regulations of the Office of Skills Development with direction from the board to bring back to the board the procedures that are necessary to demonstrate the effectiveness measures. This should be presented at the next board meeting in February.

INFORMATION ITEM 3 – PRESENTATION REGARDING BOARDS, COMMISSIONS, AND COMMITTEES OF THE AGENCY

Mr. Randy Prather, program manager, Office of Apprenticeship, provided the board members with information on the apprenticeship committees of the agency.

Mr. Alan McClain, commissioner, Arkansas Rehabilitation Services, provided the board members with information on the rehabilitation committees of the agency.

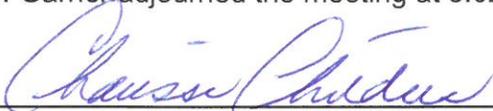
DIRECTOR'S REPORT

Dr. Charisse Childers briefed the board on activities within the agency. The complete report will be sent to the board and will be available on the ACE website.

ADJOURNMENT

Mr. Michael Garner, Chair, stated that the next meeting would be February 9, 2016.

Mr. Garner adjourned the meeting at 3:02 p.m.



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



Michael Garner, Chairman
Career Education and Workforce
Development Board