

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD

December 15, 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. Burton Weis
Mr. Scott Copas
Mrs. Stacy Gunderman
Mrs. Jenifer Price
Mr. Troy Keeping
Dr. Keith Vire
Mr. Hugh McDonald, Vice Chairman
Dr. Adam Arroyos
Mr. Jeff Standridge

Ex-Officio Nonvoting Members

Dr. Charisse Childers, Ex-Officio Secretary
Mr. Bill Stovall
Dr. Brett Powell

ABSENT

Mrs. Gina Radke
Dr. Steven Collier
Mr. Dan Serrano

Ex-Officio Nonvoting Members

Dr. Richard Abernathy
Dr. Paul Beran
Mr. Johnny Key
Mr. Mike Preston
Mr. Daryl Bassett

ACTION ITEM 1 – APPROVAL OF MINUTES OF OCTOBER 20, 2015

On a motion by Mr. Standridge and second by Dr. Vire, the Career Education and Workforce Development Board unanimously approved the minutes of October 20, 2015.

ACTION ITEM 2 – APPOINTMENT OF NEW MEMBERS TO STATE ELECTRICAL APPRENTICESHIP COMMITTEE

Mr. Randy Prather, program manager, Apprenticeship and Construction Education, recommended that Mr. Richard Blaty be appointed to the Congressional District 2 position vacated by Mr. Bobby Thorton.

Mr. Prather recommended that Mr. Richard Shelton be appointed to the At-large position vacated by Mr. David Stephens.

Mr. Copas asked Dr. Childers how many of these committees do we have in all of the different departments that review things for this agency. Dr. Childers stated that under Arkansas Rehabilitation Services, outside of our agency, there are two committees. Mr. Copas asked could we maybe expand the organizational chart to show how all of this workflow occurs. Dr. Childers stated that we could probably divide this up into divisions and then list the committees that we have no responsibility for, but do have a seat on the committee.

Mr. Garner asked that the agency provide the board with the committees that are attached to the different apprenticeship programs and the cost associated with those committees.

Mr. Garner also asked for a breakdown of these particular apprenticeship committees at the state level and would like to understand the function of the local committees.

On a motion by Mr. Standridge and second by Mr. Keeping, the Career Education and Workforce Development Board unanimously approved Mr. Richard Blaty and Mr. Richard Shelton to the State Electrical Apprenticeship Committee.

INFORMATION ITEM 3 – REPORTS FROM THE INDUSTRY ASSESSMENT, SKILLS DEVELOPMENT AND BUDGET COMMITTEES

Mr. Burton Wies, chair of the Industry Assessment Committee, stated that the committee's process started with determining the needs asking the question of where the input comes from. After we determined the needs, we wanted to review the resources in skills and development, Arkansas Rehabilitation Services, career and technical education, adult education and other programs of study. After reviewing the resources, it was evident that everybody was in favor of some sort of awareness campaign to potential employees and employers.

Mr. Wies provided the members with some of the notable workforce development training programs and the Arkansas unemployment information.

Mr. Wies stated that the actions of this committee are to review programs of study – on-site access (not remote) in counties with fewest offerings; review of programs of study in counties with adequate to higher volume of Program of Study by county but maintain high unemployment; and review historical data from training grants to measure their success (Core/Basic/Soft Skills). He stated that they need more information from the regional advisory councils and the local WIOA boards and to have awareness.

Mr. Wies stated that the committee is going to pursue input from the regional advisory councils, but also target the employers to see what they are looking for to see what is working and what is not. In addition, we have to get to the potential employees to gauge their interest and see what they want.

Mrs. Stacy Gunderman, chair of the Skills Development Committee, stated that the committee felt like we had four objectives. The effectiveness of programs is based on measurable outcomes – you can actually see if something is working because there is a measure in place that will tell you it is being effective. That effective collaboration exists among agencies. That service is easily accessible to students and clients. And, that proven programs are scaled statewide.

Mr. Gunderman stated that for phase two, which are action items, the committee will: Develop outcome measures; study programs that provide job readiness training; look inside the agency at what is currently offered and what needs to be offered; be prepared to explore the effectiveness and funding levels of these programs; and, you will be called upon to provide on input on current programs as our Industry Assessment Committee explores what industry is demanding.

Mr. Gunderman stated that the committee felt like the first action item to develop outcome measures was probably the most important part to start with first and would be the toughest.

Dr. Childers informed the board members that there are three things that the agency is working on that will add value to the Industry Assessment Committee and the Skills Development Committee. One is the request of the board to look at the certifications currently offered within the secondary programs. The reason for that was so that we could look at the certifications that you deem important and necessary and to make sure we have those certifications in the secondary programs of study or, at least, allow that student to start in that career pathway and to obtain the certification once they enter post-secondary. The second thing is the Chamber of Commerce is working on a campaign to bring more attention to the jobs that were once thought of as dirty and maybe jobs that students wouldn't consider as a career path because they didn't have the knowledge and the information about where the jobs were located, the salary, and the education requirements. While they were preparing for this campaign, they did an employer survey and a student survey. We just received the survey data and will share that with you. Lastly, Ms. Gunderman was talking about the industry training around the

state. Mr. Bill Stovall is working on a report of the training offered at each of the two-year colleges around state.

Mr. Hugh McDonald, chair of the Budget Committee, stated that this committee is really trying to get the baseline. Trying to understand current state, where we are, what we do and how we do it. Number one objective is to understand current state – what is our baseline in terms of structure, processes, workflow, funding and the cost. Second, is that structure aligned to the goals and objectives of the state, of employers, and our customers? Depending on the answer, what does that appropriate future state look like? We also want to understand the performance measures of the organization or the departments within the organization.

Mr. McDonald asked that the board members look at the organizational chart so that he could provide funding information for both sides of the agency.

Mr. Garner informed the board members that in front of them is the revised Board Member Handbook and recognized that Ms. Sara Farris with the Attorney General's office is present.

INFORMATION ITEM 4 – PRESENTATION OF MINUTES FROM REGIONAL ADVISORY COUNCIL MEETINGS

Mr. Brian Rogers, deputy director, Office of Skills Development, provided the board members with information about the regional advisory councils pertaining to employer needs categories, regional advisory council feedback, and applications for training funds from Arkansas Department of Workforce Services, Training Trust Fund program (TTF), and Arkansas Economic Development Commission, Existing Workforce Training Program (EWTP).

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 a meeting schedule will be sent out and, keeping with the schedule we have had, the meetings will take place the second Tuesday of each month with the start time of 1:00 p.m.

Mr. Garner adjourned the meeting at 3:38 p.m.



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



Michael Garner, Chairman
Career Education and Workforce
Development Board