

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD

September 10, 2019
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
Mr. Scott Copas
Ms. Stacy Gunderman
Ms. Gina Radke, Vice Chair
Mr. Burton Weis
Mr. Steve Percival
Dr. Jeff Standridge
Dr. Keith Vire
Mr. Troy Keeping
Dr. Adam Arroyos

Ex-Officio Nonvoting Members

Dr. Charisse Childers
Mr. Cody Waits, Ex-Officio Secretary
Mr. Mike Preston
Ms. Andrea Henderson
Dr. Maria Markham
Mr. Richard Cooper (Ms. Wendy Kelley)

ABSENT

Mr. Jerry Cash
Mr. Michael Gardner

Ex-Officio Nonvoting Members

Mr. Johnny Key
Ms. Cindy Gillespie
Dr. Richard Abernathy

Mr. Hugh McDonald, Chair, called the meeting to order. He stated this is the first meeting since the reconstituted scope. Act 1079 has been enacted. The act has narrowed the board's focus and deepened the attention needed on our current work areas.

Mr. McDonald stated that most of the agenda items would be informational to inform the board on what has been taking place since transformation took place July 1, 2019.

ACTION ITEM 1 – APPROVAL OF MINUTES OF MAY 14, 2019 AND JUNE 18, 2019

On a motion by Mr. Copas and second by Ms. Gunderman, the Career Education and Workforce Development Board unanimously approved the minutes of May 14, 2019 and June 18, 2019.

ACTION ITEM 2 – ELECTION OF CHAIR AND VICE-CHAIR

On a motion by Dr. Standridge and second by Mr. Percival, the Career Education and Workforce Development board unanimously approved the continuation of the current chair and vice-chair through the transformational period, a minimum of one year.

INFORMATION ITEM 3 – TRANSFORMATION UPDATE

Mr. Cody Waits, Director, and Dr. Kelly Lyon, Strategic Planner Manager, provided the board information relating to the work that has been conducted since July 1, 2019 by the Transformation Action Team within the Department of Commerce.

Dr. Lyon explained the mission and metrics of the new agency. She stated the mission statement will mirror the Department of Commerce.

Mr. Waits stated that the transition into transformation has displayed new aspects of responsibility such as roles in procurement and accounting. The Office of Skills Development is now strategizing on how to be more efficient through partnering with Shared Services to take advantage of the resources offered.

Mr. Mike Preston, Secretary of Department of Commerce, discussed his viewpoint of how the Office of Skills Development fits into transformation. He stated the Office of Skills Development staff truly supported the concept of transformation. OSD now sees the synergy that can take place. He thanked them for the leadership displayed throughout the transformation process. He stated that ideally, he sees the Office of Skills Development combining and working more closely with Economic Development to better serve our centers.

Mr. Preston briefly discussed the new location for Department of Commerce employees and how the move is being managed. He also informed the board of the creation of the new mission statement for the Department of Commerce which incorporates eleven entities.

INFORMATION ITEM 4 – TIERED FUNDING FOR SECONDARY CENTERS

Ms. Stephanie Isaacs, Associate Director, provided the board with historical center enrollment data and projected outlooks.

Ms. Isaacs did a review on secondary centers and their funding. She discussed in her presentation aspects such as cost per FTE, vocational center aid, fast-growing programs, industry needs, enrollment, and reimbursement of centers and post-secondary institutions.

Ms. Isaacs stated she will present to the board at the December meeting a recommendation regarding tiered funding based on projected enrollment.

Mr. Waits stated to Dr. Standridge that he would like for him to take the lead on creating a subcommittee for sector review on IT, Data Analytics, Cyber Security, Web Development, and Java programs, much like what is being done in HVAC and Machining. The subcommittee would consist of individuals who could give subject matter expertise in reviewing centers and post-secondary institutions concerning programs, equipment, and curriculum.

INFORMATION ITEM 5 – SKILLS DEVELOPMENT GRANTS

Ms. Isaacs provided the board with information related to the Skills Development Grants Program regarding YoY outcome and highlighted successful partnerships and focus moving into FY20.

Ms. Isaacs explained the four types of Skills Development Grants, which are customized technical, professional development, grow our own, and skills gap. She discussed how significant grants throughout the fiscal years helped to update the technology skill set and modernize certain programs, such as diesel technology.

Mr. Waits discussed the heat map and the areas in which the Office of Skills Development has not served at this time. Mr. Waits stated that the office is developing a plan in order to provide training to some of the counties that lack access to the qualified training or lack the number of companies it takes for employment opportunities.

Mr. Waits stated that after the board meeting a list of the twenty-six centers will be sent out the board members.

INFORMATION ITEM 6 – MOBILE TRAINING UNITS

Mr. Waits provided information on resolving the struggles to meet the demand for trained employees in Arkansas, Arkansas' lack of ability to offer the quality training in all areas of the state, and Arkansas' lack of ability to offer quality training in a centralized location for different equipment manufacturers.

Mr. Waits discussed how mobile training units are used and also some other core competencies that are provided which are Welding, Robotics, and CNC. A mobile training unit sets up on site and provides training in those areas of focus. Mr. Waits asked the board for feedback in order to decide which occupations should be the area of focus for this project.

INFORMATION ITEM 7 – SECTOR LED REVIEWS

Mr. Waits provided information on how OSD is to establish industry sector led reviews of related industry-specific programs that are delivered by two-year institutions of higher education and, if applicable, four year institutions.

Mr. Waits provided the board with a list of prospects for the review committee. He stated a meeting will be held with the individuals listed to discuss the basic metrics and some reasonable expectations of how often reviews will be conducted. Ideally, the plan is to have a collective group of at least 3-5 individuals to conduct reviews.

Mr. Waits informed the board that they will still be using the local advisory team along with the subcommittee.

INFORMATION ITEM 8 – COMPREHENSIVE APPRENTICESHIP OFFICE

Mr. Waits provided information regarding the new role of Office of Skills Development as the comprehensive Apprenticeship Office, which has increased the coordination with Federal Department of Labor Discretionary Grants currently managed by the Department of Workforce Services.

Mr. Waits briefly discussed the annually grants received to pay for program improvements and reimbursement to instructors for contact hour. He also discussed the CT funds (Construction Training funds) which are used for curriculum, equipment, and book codes.

Mr. Waits provided the following information about the apprentices and their growth. He stated there are:

- 6,359 active apprentices as of September 10, 2019.
- 610 active employers.
- 126 registered programs.
- 2,261 new apprentices from just this fiscal year, that has never been registered in the rapids system.

There has been a 30% growth in apprentices this fiscal year.

Mr. Waits stated he will send a summary of both Apprenticeship grants, the Department of Labor summary, and the rules pertaining to Apprenticeship to the board members.

INFORMATION ITEM 9 – ESTABLISHMENT OF APPRENTICESHIP AND SECTOR REVIEW SUBCOMMITTEES

Mr. McDonald asked the board members to consider serving a member of a sector review subcommittees. He asked members to email Mr. Waits the subcommittee on which they would like to serve.

Mr. McDonald informed the board that he and Mr. Waits discussed quarterly meeting and he asked the board for their opinions on doing so. At the minimum, the board has to have quarterly meetings. He made sure to aware everyone that switching to quarterly meetings will require meetings to be lengthier. The time would be from 11:00 a.m.-3:00 p.m. and lunch would be provided. Also, subcommittees would either meet or communicate between board meetings.

Mr. McDonald stated that he will be working with Mr. Waits to send out information to the board about Apprenticeship, Office of Skills Development grants, any projects or initiatives, etc.

Mr. McDonald stated that the next meeting would be December 10, 2019.

ADJOURNMENT

Mr. McDonald adjourned the meeting at 3:37 p.m.

Mr. Cody Waits, Director
Office of Skills Development

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