

MINUTES
EXECUTIVE COMMITTEE MEETING
ARKANSAS WORKFORCE INVESTMENT BOARD
August 12, 2003

Chairman Steve Lux called to order a meeting of the Executive Committee, Arkansas Workforce Investment Board, at 9:06 a.m. on Tuesday, August 12, 2003, Hampton In & Suites in Little Rock. Members who were able to participate were Senator Gilbert Baker, Mr. Larry Featherstone, Mr. Howard Fikes, Dr. Steve Franks, Mr. Steve Lux, Mr. Jim Putlak and Mr. Jim Smith. Members unable to participate were Mr. Tom Anderson, Ms. Catherine Janosky and Mr. Alan Hughes. Others present included approximately 50 members of the public and the State WIB staff.

Action Item 1 - Minutes: The minutes of the July 15, 2003, Regular Quarterly Board meeting were **approved on a motion made by Steve Franks, seconded by Howard Fikes, and carried unanimously.**

Report of Executive Director: Jane English began by discussing the integration of staff taking place between the Arkansas Workforce Investment Board (AWIB) and the Arkansas Employment Security Department (AESD.) Ms. English and Mr. Ed Rolle, Director of AESD, reported that they began discussing the integration with Governor Mike Huckabee in the fall of 2002. The integration became effective on August 6, 2003, moving operational control of seventeen programs from AESD to AWIB. Mr. Rolle continued the topic by discussing the second phase, which will be moving field operations and veterans programs under the operational control of AWIB.

Ms. English told the board about the various teams of people working together to make the integration as smooth as possible. A twenty-seven member team made up of AESD & AWIB staff are currently meeting to work through a *Value Stream Mapping* activity. This mapping allows you to see a big picture of services and the manpower associated with each. It will assist in locating the current duplication of services and will allow for re-direction of staff. Ms. English then touched on the MIS system that the AWIB staff has been working on that will capture all data from Arkansas Workforce Centers throughout the State. She believes that we will have a "report card" for Arkansas by the end of next year.

Next, Ms. English asked Jim Case to discuss the status of his Arkansas Workforce Center Certification team. Mr. Case explained that according to the data submitted, on the recent benchmarking survey, there is no consistency for One-Stops/Workforce Centers in Arkansas. He further explained that soon there will be laws in place at the national level that will require certification of all One-Stops/Workforce Center's and that the standards will be set by the Arkansas Workforce Investment Board.

Next, Ms. English discussed the upcoming trip she and Chairman Lux would make to the summer meeting of the National Association of State Board Chairs (NASWBC,) in New York, August 8/21-26/2003.

Finally, Ms. English discussed a handout of an article entitled "Educate" dealing with the public education system and how it is tied to locating industry within a state.

Mr. Lux asked if there were any questions for Ms. English. Senator Baker asked how the integration of AWIB and AESD will effect the Department of Workforce Education. Ms. English explained that at this point it does not effect them at all. Dr. Steve Franks said that eventually Rehabilitation Services, currently

under the Department of Workforce Education, may be integrated but that any other changes will go through the legislature and may take some time.

Senator Baker then asked if AWIB and AESD were still in two separate locations. Ms. English said yes, but that the AWIB office lease is up in November and options are being reviewed for relocating, including the current AESD location. Senator Baker then asked who will be in charge of the integrated entity. Mr. Rolle said that Ms. English will have operational control and that he will still be in charge of the remaining programs at AESD as well as the financial components.

Mr. Jim Putlak asked, regarding the duplication of services, if there are any estimates of cost reduction from administrative overhead. Mr. Rolle replied that there are no estimates at this point, but that they will show up over time. Ms. English added that it will take a little time to look at what each staff is doing but there will definitely be cost savings down the road. Mr. Howard Fikes remarked that he is amazed by the amount of federally mandated activity as opposed to the amount of monetary resources we do not currently have that is needed desperately throughout the State. He hopes that with the current changes taking place that money will become available.

Mr. Lux asked if the scope/role of the Arkansas Workforce Investment Board will be changing. Ms. English answered that she hopes the AWIB role will change to a strategic planning entity. Mr. Fikes stated that as a tax-payer he wanted to thank Ms. English and Mr. Rolle for the integration. Ms. English thanked him and said that the agency staff is excited and ready to get this integration underway.

Mr. Rolle explained that Unemployment Insurance will be completely done by phone and internet in the near future. After some discussion regarding the automation process discussion was turned back over to Chairman Lux. Chairman Lux thanked Jane and the others for their reports.

Action Item 2: Revision to Northeast Arkansas Workforce Investment Board Local Five-Year Plan:

Chairman Lux asked the Committee to turn to page 6 of their agenda book. He stated that it is recommended that the Committee approve the revision to the Northeast Arkansas Local five-year strategic plan to change the One-Stop Operator and WIA Title I Provider to SERCO, Inc. of Arkansas. Chairman Lux asked if there were any questions. Steve Franks asked if this is the same group managing the Little Rock office and Larry Featherstone asked if they will have people physically located in Northeast Arkansas. Jane English and Steve Lux answered yes to both questions. The revision to the Northeast Arkansas Workforce Investment Board Local five-year plan was **approved on a motion made by Senator Gilbert Baker, seconded by Howard Fikes and carried unanimously.**

Action Item 3: PY 2003 & 2004 WIA Title I Local Performance Measures:

Chairman Lux asked the Committee to turn to page 7 of their agenda book. He stated that it is recommended that the Committee approve the WIA Title I Performance Measures for Program Year 2003 and 2004. He asked Elroy Willoughby, WIB staff, to answer any questions. Mr. Willoughby answered questions from Senator Baker, Larry Featherstone, Jim Putlak and Howard Fikes regarding the performance measures listed in the agenda book. After discussion a motion to **approve the PY 2003 & 2004 WIA Title I Local Performance Measures was made by Howard Fikes, seconded by Jim Smith and carried unanimously.**

Mr. Putlak asked that Ms. English and Mr. Lux discuss the performance measures issues at the NASWBC meeting they are attending August 23-26, 2003. They agreed to do so.

Announcements: Chairman Lux announced that next month's meeting would be an Executive Committee teleconference originating from the Arkansas Workforce Investment Board office in Little Rock, on Tuesday, September 9, at 9:00 a.m.

Chairman Lux asked if there were any other announcements or questions. Dr. Steve Franks shared a write-up on the JAG program administered by the Department of Workforce Education, which has been recognized nationally for their program efforts and students.

Adjourn: With no other announcements or questions, **motion to adjourn the meeting was made by Gilbert Baker, seconded by Jim Putlak and carried unanimously.**

Steve Lux, Chairman

Jane English, Executive Director

*Minutes recorded by Kim Kight
Workforce Investment Board Staff*