

MINUTES
MEETING OF EXECUTIVE COMMITTEE
ARKANSAS WORKFORCE INVESTMENT BOARD
August 10, 1999

A regular meeting of the Executive Committee, Arkansas Workforce Investment Board was held in Room 200, Teacher Retirement System Building, on August 10. Chairman Bill Fisher, who presided, called the meeting to order at 9:30 a.m. Members present included: Bill Fisher, Florine Tousant-Bingham, Joe Dillard, Larry Featherstone, Lisa Ferrell, Alan Hughes, Gloria Lynn, Kathy Matlock, Karen McFarren, Helen Moore, and Campbell Wilkerson. Members who were not present included Jodie Mahony and Robert Dreschsler.

Addition of Agenda Items: Chairman Fisher asked the Executive Committee to approve addition of five items to the established agenda for the meeting:

- # Board responsibility for realignment of programs
- # Membership on local workforce investment boards
- # Designation of local workforce areas
- # Development of a unified plan
- # Designation of Employment Security Division as
Section 122(i) agency under PL 105-220

Motion for addition of the five agenda items was made by Lisa Ferrell, seconded by Joe Dillard, and carried unanimously.

Minutes, Meeting of July 13: Minutes of the Board meeting of July 13 were approved as mailed in advance on motion offered by Kathy Matlock, seconded by Campbell Wilkerson, and carried unanimously.

Proposed Change in Board Bylaws: The Chairman named the Executive Committee as the by-laws committee and disseminated copies of a recommended proposal to change Article I, Appointments, Section 2. Motion was made by Alan Hughes, seconded by Florine Tousant-Bingham, and carried unanimously that the final sentence under Article I, Appointments, Section 2, be changed to read: "When a Board member's category changes and the majority of the Board membership remains 51% in business/industry categories, such member may continue to serve on the Board; however, if that member's category change causes the business/industry majority to drop below 51%, she/he will be expected to resign from the Board; furthermore, for a member who singularly represents a statutory category and moves from eligible representation of that category, membership will automatically terminate."

Committee Lists: Chairman Fisher provided each member with a list of committee appointments for members other than those on the Executive Committee. (A copy of the list is carried as Attachment A to the permanent copy of these minutes.) Mr. Fisher advised that Dr. James Hendren and Randy Hopper have agreed to serve as chairs of the Program and Performance Evaluation Committee and Strategic Planning Committee respectively. He said that the committee chairs will be holding committee meetings and conducting committee work very soon.

Report of Executive Director: Dr. Linda L. Beene, the Board's Executive Director, stated that she has been on duty seven days and is grateful to volunteers whose help has enabled her to make significant progress and to Barbara Pardue for temporary office space. She expressed appreciation to agency directors, who are Board members, for the many types of assistance they have provided. She introduced three staff volunteers: Geneva Guthrie, Loyce Ann Brooke, and Chrissy Miller and also stated that Jerry Allen has been of invaluable help but is not attending this meeting. She also introduced Mary Leath and Susan Wallace of Office of Budget, Department of Finance and Administration, as well as Rebekah Lee, the Governor's Liaison, and expressed appreciation for great assistance from each of them. Dr. Beene said she is not yet able to present to the group the agency's official budget but that it will be presented at the September meeting. She emphasized that she and the Board chairman welcome input from every interested person at any time and that procedures will be in place soon for public display and public hearings.

Presentation of Michael Brustein: Michael Brustein of Brustein & Manasevit, attorney and author, Washington, D. C., was introduced by Chairman Fisher as the person to serve as a resource for Executive Committee consideration of five agenda items added by the Executive Committee early in the meeting as well as general knowledge of Act 1125 of 1999. Mr. Fisher said that Mr. Brustein spent many hours with him and Dr. Beene yesterday and early today, providing great help in analyzing steps to be taken in the Board's work.

Mr. Brustein made a few preliminary statements on each of the five agenda items and asked the Chairman to proceed with the agenda with Michael commenting as needed.

Board Responsibility for Realignment of Programs: Mr. Brustein called attention of the Executive Committee to Section 6(a)(10) of Act 1125 of 1999 and stated that it is his belief that Arkansas has the strongest state statute in the nation with items 1 through 9 replicating PL 105-220 and items 10 through 19 being added by the Arkansas General Assembly. He urged the Executive Committee to think about a "system" of workforce training rather than individual programs; e.g., studying the consolidation and realignment of programs into a system. He explained that the Arkansas Workforce Investment Board would be the policy-making body, which guides the Governor and Legislature in this

effort. After much discussion, Representative Lisa Ferrell moved that the Executive Committee make a study as to how training programs should be realigned to match employment needs in the State, giving attention to putting into place policies that will enable local workforce boards to contribute to the realignment. It was suggested that the study include data on the forty-two types of programs receiving funding through the Act. Larry Featherstone asked about the possible elimination of programs, and Chairman Fisher responded that such recommendation was possible with review of data and advice from Board committees and agency directors. Florine Tousant-Bingham suggested assessing program baseline and output data. Other members mentioned previous review of data and possible sources. The motion was seconded and passed unanimously.

Membership on Local Workforce Investment Boards: Members of the Executive Committee discussed at length what guidance will be provided the chief elected official in each local geographic area in appointing local boards. Motion was made by Representative Ferrell, seconded by Mr. Hughes, and carried unanimously that the chief elected officials have full responsibility for naming their respective local boards, including PIC members, as they see fit. Chairman Fisher said that chief elected officials should be given criteria and guidance for use in appointing their boards; the criteria will be submitted for review and approval of the Executive Committee at its September meeting. He suggested that a summit be held with chief elected officials at a time in September when Mr. Brustein can be available and said that this plan might necessitate changing the Committee's next meeting date. Mr. Brustein explained that local boards must be neutral regarding value of types of training programs, therefore able to broker all types of programs.

Designation of Local Workforce Areas: After Mr. Brustein spoke to the legal requirements on this subject, Director Rolle of the Employment Security Department, described the system that is currently in place. Motion was made by Campbell Wilkerson, seconded by Joe Dillard, and carried unanimously that a summit be held in September with chief elected officials in the State. The summit should provide criteria and guidance to chief elected officials in the local areas for appointment of members of the local boards and other matters. The Executive Committee will recommend to the Governor a network of local workforce areas after the September meeting.

Unified Plan: Mr. Brustein shared options with the group that are available to states in meeting state plan requirements and commented on other state plans related to workforce training systems that are in place. He expressed the belief that unified plans are desirable. At least two of four areas of performance indicators must be included in the Plan. Motion was made by Helen Moore, seconded by Karen McFarren, and carried unanimously that the Board develop a unified plan with concurrence of the State Board of Workforce Education and Career Opportunities.

Designation of Employment Security Department as Section 122(i) agency under PL 105-220: After discussion and statements from Mr. Brustein, motion was made by Alan Hughes, seconded by Joe Dillard, and carried unanimously that the Employment Security Department be designated as the Arkansas agency to serve under provisions of Section 122(i). Mr. Brustein explained that this designation, with appeals process in place, will involve maintaining the official list of training providers for which potential trainees can use vouchers to cover certain expenses of necessary training.

Printed Resource Information: Representative Ferrell disseminated copies of The Economy Index of The Progressive Policy Institute (November 1998) for information of Executive Committee members. Dr. Beene displayed a copy of A Guide to the Workforce Investment Act of 1998 by Michael Brustein and Robert Knight in cooperation with The National Association of Private Industry Councils.

Announcements: Dr. Beene asked all Executive Committee members to complete two financial documents (a TR-1 and a Statement of Financial Interest) immediately after the end of the meeting.

There being no further business, the Chair adjourned the meeting at 11:15 a.m.

_____ Board Chair

_____ Executive Director

Attachment A added to permanent copy of minutes

Minutes recorded by Geneva Guthrie
Staff of Workforce Investment Board