

**MIUTES**  
**Central Arkansas Workforce Development Board**  
**September 23, 2024**

The Central Arkansas Workforce Development Board met virtually and in person, on Monday, September 23, 2024, in the Tom Catlett Executive Board Room at the CAPDD Office located at 902 North Center St., Lonoke, Arkansas.

Chair Michael Florence called the meeting to order at 4:09 p.m.

The CAWDB members in attendance including proxy and zoom were:

Clement, LaCarol	<b>Present</b>
Florence, Michael	<b>Present</b>
Surratt, Joyce	<b>Present</b>
Tipton, Kevin	<b>Present</b>
Toal, Jimmy	<b>Present</b>
Youngquist, Jim	<b>Present</b>
French, William (Travis Givens)	<b>Proxy</b>
High, Sam	<b>Proxy</b>
Hughes, Brad	<b>Virtual</b>
Young, Clevon	<b>Proxy</b>
Allgood, Michelle	<b>Virtual</b>
Billingsley, Carlton	<b>Virtual</b>
Cantrell, Sharon	<b>Virtual</b>
Gilliam, Andrea	<b>Virtual</b>
Graham, Jonathon	<b>Virtual</b>
Hardin, Melynda	<b>Virtual</b>
Jackson, Star	<b>Virtual</b>
Kirkdoffer, Diana	<b>Virtual</b>
Padget, Gary	<b>Virtual</b>
Perry, Mark	<b>Virtual</b>
Singleton, Andrea	<b>Virtual</b>

**The CAWDB members absent were:**

Chreene, David	<b>Absent</b>
Mays, Latasha	<b>Absent</b>
McAlister, Jimmy	<b>Absent</b>
McCauley, Justin	<b>Absent</b>
Pruss, Nathan	<b>Absent</b>
Rogers, BJ	<b>Absent</b>

The guests present were Bobby Baurnes and Debra Baker.

CAPDD Staff present were Rodney Larsen, Tina Roush, Carmen Edwards, Dorine Smith, Bobby Strobel, Vivian Brittenum, Fay Cox and Ashley Fugo.

Chair Michael Florence called for the approval of the June 10, 2024, CAWDB meeting minutes. Joyce Surratt moved to approve the June 10, 2024, minutes, as presented; Kevin Tipton seconded the motion; Motion carried.

Chair Michael Florence presented the request for proposal for one-stop operator; LaCarol Clement moved to approve the request for proposal for one-stop operator; Joyce Surratt seconded the motion; Motion carried.

Chair Michael Florence presented the proposed amendment of the one-stop operator agreement; Kevin Tipton moved to approve the proposed amendment of the one-stop operator agreement; Joyce Surratt seconded the motion; Motion carried.

Chair Michael Florence presented the proposed amendment of the multi-roles agreement; Jimmy Toal moved to approve the proposed amendment of the multi-roles agreement; Melynda Hardin seconded the motion; Motion carried.

Carmen Edwards presented the PY18-PY21 One-Stop Operator Monitoring Report; LaCarol Clement moved to approve the PY18-PY21 One-Stop Operator Monitoring Report, as presented; Jimmy Toal seconded the motion; Motion carried.

Carmen Edwards presented the proposed amendment of the Permanent Maintenance Document; Kevin Tipton moved to approve the proposed amendment of the Permanent Maintenance Document, as presented; Jim Youngquist seconded the motion; Motion carried.

Chair Michael Florence presented the request for proposal for One-Stop Operator Monitor; Joyce Surratt moved to approve the proposal for One-Stop Operator Monitor; Jim Youngquist seconded the motion; Motion carried.

Chair Michael Florence presented the One-Stop Operator Monitor contract; Joyce Surratt moved to approve the One-Stop Operator Monitor; Kevin Tipton seconded the motion; Motion carried.

Carmen Edwards presented the update of the PY24-PY27 Regional Plan; LaCarol Clement moved to approve update of the PY24-PY27 Regional Plan; Joyce Surratt seconded the motion; Motion carried.

Carmen Edwards presented the update of the PY24-PY27 Local Plan; Jim Youngquist moved to approve update of the PY24-PY27 Local Plan; Kevin Tipton seconded the motion; Motion carried.

Bobby Strobel presented the list of Eligible Training Provider Applications. After discussion, Kevin Tipton moved to approve the Leverage approved in-State Eligible Training Provider applications, as presented; Joyce Surratt seconded the motion; Motion carried.

Applications approved were:

Heavy Equipment Operating Academy – Heavy Equipment Operator Course - \$15,500  
Immaculate Healthcare Professionals – Certified Nursing Assistant - \$1,700  
Premium Health Care Training Institution – Certified Nursing Assistant - \$1,075  
Phillips Community College (Helena) – Early Childhood Educations - \$7,705  
Phillips Community College (Helena) – Medical Lab Tech - \$7,922  
Phillips Community College (Helena) – Office Technology - \$7,075  
Phillips Community College (Helena) – Phlebotomy Technician/Phlebotomist - \$4,444  
Phillips Community College (Helena) – Practical Nursing - \$5,740  
Phillips Community College (Helena) – Registered Nursing - \$16,158

Phillips Community College (Helena) – Truck Driving Training - \$2,090  
 Phillips Community College (Stuttgart) –Behavior Health Technology-AAS - \$7,075  
 Phillips Community College (Stuttgart) – Business Management-AAS - \$7,075  
 Phillips Community College (Stuttgart) – CDL-CP - \$2,090  
 Phillips Community College (Stuttgart) – Early Childhood Education - \$7,075  
 Phillips Community College (Stuttgart) – Information Systems Technology- AAS - \$7,075  
 Phillips Community College (Stuttgart) – Medical Laboratory Technician-AAS - \$7,922  
 Phillips Community College (Stuttgart) – Nursing AAS - \$8,169  
 Phillips Community College (Stuttgart) – Office Technology-AAS - \$7,075  
 Phillips Community College (Stuttgart) – Phlebotomy-TC - \$4,444  
 Phillips Community College (Stuttgart) –Practical Nursing TC - \$6116  
 Phillips Community College (Stuttgart) – Diesel Technology - \$7,620  
 East Arkansas Community College – EMT, Basic-CP - \$4,984  
 East Arkansas Community College – Nursing Assistant - \$4,450  
 East Arkansas Community College – Practical Nursing - \$4,450  
 East Arkansas Community College – Radiologic Technology AAD - \$6,615  
 East Arkansas Community College – Registered Nursing - \$6,300  
 160 Driving Academy – CDL Class Program - \$4,950  
 Arkansas College of Health Careers – Clinical/Medical Laboratory Technician - \$4,575  
 Arkansas College of Health Careers – Certified Phlebotomy Technician - \$2,350  
 Arkansas College of Health Careers – Certified Nursing Assistant - \$1,350  
 Arkansas College of Health Careers – Certified Clinical Medical Assistant - \$4,950  
 Arkansas College of Health Careers – Patient Care Tech - \$2,375  
 Baptist Health College LR – Registered Nursing - \$4,392.75  
 Baptist Health College LR – Licensed Practical Nurse - \$2,878.79  
 UA Pulaski Technical College – AAS Computer Information Systems - \$20,713  
 UA Pulaski Technical College – Allied Health - \$26,570  
 UA Pulaski Technical College – Culinary Arts/Chef Training - \$18,907  
 UA Pulaski Technical College – Dental Assisting - \$10,937  
 UA Pulaski Technical College – Early Childhood Development - \$14,087  
 UA Pulaski Technical College – Emergency Medical Sciences - \$13,452  
 UA Pulaski Technical College – Health Information Technology - \$15,293  
 UA Pulaski Technical College – Heating, Air Conditioning, Ventilation & Refrigeration - \$13,094  
 UA Pulaski Technical College – Licensed Practical Nurse - \$13,254  
 UA Pulaski Technical College – Respiratory Therapy - \$15,789  
 UA Pulaski Technical College – Business/Commerce - \$14,465  
 UA Pulaski Technical College – Occupational Therapist Assistant - \$27,429.75  
 UA Pulaski Technical College – Tractor Trailer Operator - \$6,026  
 Worldlink Truck Driving – Class A CDL - \$5,422

Dorine Smith presented the WIOA Program Report.

Vivian Brittenum presented the Business Service Report.

Bobby Strobel presented the One Stop Operator Report.

Rodney Larsen presented the Financial Report that included Fiscal Agent, One-Stop Operator and One-Stop Program. After discussion, Kevin Tipton moved to approve financial report, as presented; Joyce Surratt seconded the motion; Motion carried.

Chair Michael Florence called for old business. There was no discussion of old business.

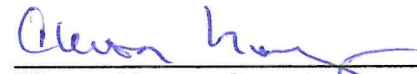
Chair Michael Florence called for new business and requested volunteers to serve on a committee to review the One-Stop Operator Monitor proposals and One-Stop Operator proposals. After discussion, it was decided that Michael Florence, Kevin Tipton, Clevon Young, Jimmy Toal, William French and Jim Youngquist would serve as the review committee and present recommendations back to the Board.

The next meeting was scheduled for Monday, December 9, 2024, at 4:00 p.m.

Being no other business, the meeting was declared adjourned at 5:16 p.m.

**APPROVAL:**

  
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Michael Florence, Chair  
CAWDB

  
\_\_\_\_\_  
Clevon Young, Secretary  
CAWDB

**ATTEST:**

  
\_\_\_\_\_  
Rodney Larsen, Executive Director  
CAPDD

Dated: 12/9/2024