

**Minutes  
Central Arkansas Workforce Development Board  
December 1, 2025**

The Central Arkansas Workforce Development Board met virtually and in person, on Monday, December 1, 2025, in the Tom Catlett Executive Board Room at the CAPDD Office located at 902 North Center St., Lonoke, Arkansas.

Chair Brad Hughes called the meeting to order at 4:15 p.m.

CAWDB Members in attendance including proxy and zoom.

Clement, LaCarol	Present
Doyne, Mason	Present
Hughes, Brad	Present
Rogers, BJ	Present
Tipton, Kevin	Present
Chreene, David	Virtual
Cook, Zachary	Virtual
French, William	Virtual
Graham, Jonathon	Virtual
Hardin, Melynda	Virtual
Jackson, Carol	Virtual
Kirkdoffer, Diana	Virtual
Ortiz, Corrina	Virtual
Padget, Gary	Virtual
Perry, Mark	Virtual
Toal, Jimmy	Virtual
Young, Clevon	Virtual

CAWDB Members Absent

Cantrell, Sharon	Absent
Florence, Michael	Absent
Gilliam, Andrea	Absent
High, Sam	Absent
Mays, Latasha	Absent
McAlister, Jimmy	Absent
McCauley, Justin	Absent
Pruss, Nathan	Absent
Surratt, Joyce	Absent

There were no guests in attendance.

CAPDD Staff in attendance were Rodney Larsen, Carmen Edwards, Dorine Smith, Ethan Hendrix, Bobby Strobel, Vivian Brittenum, Ashley Walley, Fay Cox, and Rhonda Robinson.

Chair Brad Hughes called for the approval of September 15, 2025, CAWDB meeting minutes. LaCarol Clement moved to approve September 15, 2025, CAWDB minutes, as presented; Mason Doyne seconded the motion; Motion carried.

Brad Hughes requested Carmen Edwards to present the RFP Review Committees scores and recommendation for the Title I Monitoring Service. The Committee recommended re-advertising due to the high cost of proposals submitted. After discussion, Kevin Tipton moved to approve the re-advertisement for new proposals, as presented by the RFP Review Committee, LaCarol Clement seconded the motion; Motion carried.

Bobby Strobel presented the list of Eligible Training Provider Applications. After discussion Clevon Young moved to approve the Leverage approved in-State Eligible Training Provider applications and the Leverage approved application program cost updates, as presented; Kevin Tipton seconded the motion; Motion carried.

**Leverage Approved (New)**

PROVIDER NAME	PROGRAM NAME	PROGRAM COST	MEETS ADA	APPLICATION TYPE
Arkansas Welding Academy	Master Pipe & Welding Program	\$29,935.00	Pending	New
U of A Pulaski Technical College	Surgical Technology	\$14,854.92	Yes	New
U of A Pulaski Technical College	Drafting & Design Technology	\$15,254.05	Yes	New
U of A Pulaski Technical College	Construction Technology	\$14,263.00	Yes	New
U of A Pulaski Technical College	Cybersecurity	\$7,540.53	Yes	New
U of A Pulaski Technical College	Professional Medical Coding	\$9,057.00	Yes	New
Haute Screening & Wellness Zone	Specimen Collection, Breath Alcohol Testing & Phlebotomy	\$2,300.00	Pending	New
Shorter College	Building Automation Systems (BAS) & HVAC Controls Apprentice	\$12,516.00	Pending	New
NCSI	Cyber Security	\$2,400.00	Yes	New
UCA Outreach & Community Engagement	Certified Clinical Medical Assistant + Certified Electronic Health Records Specialist	\$4,495.00	Yes	New
ASU Three Rivers	Computer Information Systems / Network Management	\$6,634.90	Yes	New
ASU Beebe	Practical Nursing -TC	\$11,716.47	Pending	New

**Leverage Approved  
(Renewal)**

PROVIDER NAME	PROGRAM NAME	PROGRAM COST	MEETS ADA	APPLICATION TYPE
<b>Pulaski County Adult Education</b>	C.N.A Program	\$312.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Cert. Phlebotomy Technician (Lab)	\$2,295.00	Yes	Renewal
<b>ASU Three Rivers</b>	Applied Science Computer Information Systems	\$13,049.80	Yes	Renewal
<b>PAL CNA Training Academy</b>	Certified EKG Technician	\$1,213.00	Yes	Renewal
<b>PAL CNA Training Academy</b>	Certified Personal Care Aide	\$360.00	Yes	Renewal
<b>PAL CNA Training Academy</b>	Certified Phlebotomy Technician	\$1,143.00	Yes	Renewal
<b>PAL CNA Training Academy</b>	C.N.A Program	\$830.00	Yes	Renewal
<b>ASU Three Rivers</b>	Welding Technology AAS	\$14,169.80	Yes	Renewal

**Leverage Approved  
Update Price**

PROVIDER NAME	PROGRAM NAME	PROGRAM COST	MEETS ADA	APPLICATION TYPE
<b>UCA Outreach &amp; Community Engagement</b>	Medical Billing & Coding (V)	\$3,295.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Certified Risk Adjustment Coder	\$1,795.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Certified Inpatient Coder	\$2,995.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Certified EKG Technician	\$2,195.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Cert. Med Admin Asst w/ Med Billing & Coding	\$3,995.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Certified Outpatient Coder	\$3,195.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Medical Billing Specialist	\$2,695.00	Yes	Renewal
<b>UCA Outreach &amp; Community Engagement</b>	Certified Electronic Health Records Specialist	\$2,195.00	Yes	Renewal

Dorine Smith presented the WIOA Program Report and introduced Ethan Hendrix as the new One-Stop Monitor in the Conway Workforce Center.

Vivian Brittenum presented the Business Service Report.

Bobby Strobel presented the One Stop Operator Report.

Rodney Larsen presented the Financial Report. After discussion Kevin Tipton moved to approve financial report, as presented; B.J. Rogers seconded the motion; Motion carried.

Chair Brad Hughes called for Board discussion and presentations. There was no discussion.

Chair Brad Hughes called for discussion of old business. There was no old business.

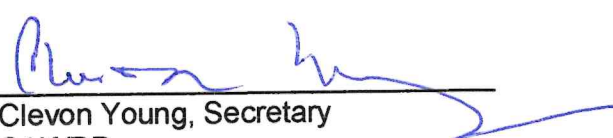
Chair Brad Hughes called for a discussion of new business. There was no new business.

The next CAWDB meeting was scheduled for Monday, March 2, 2026, at 4:00 p.m.

Being no other business, Chair Brad Hughes called for a motion to adjourn the meeting. LaCarol Clement moved to adjourn the meeting; B.J. Rogers seconded the motion; Motion carried. Meeting adjourned at 5:10 p.m.

**APPROVAL:**

  
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Brad Hughes, Chair  
CAWDB

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

**ATTEST:**

  
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Rodney Larsen, Executive Director  
CAPDD

Dated: 3/2/2026