



## Memorandum

To: Southeast Arkansas Workforce Development Board Members & Guests

From: Mr. James Wilson, SEAWDB Chairman  
by Patrecia Hargrove, Executive Director

Date: May 7, 2021

Subject: Workforce Development Board Meeting

Please be advised that the **Southeast Arkansas Workforce Development Board will convene at Southeast Arkansas College – McGeorge Building, 1900 South Hazel in Pine Bluff on Wednesday, May 19, 2021.**

Members who cannot attend are encouraged to submit a proxy.

### **MEETING SCHEDULE:**

**Committee Meetings:** *Planning, One-Stop, Youth Services, Disability Services*  
10:30am-11:45am

**Full Board Meeting:**  
12:00 noon

In compliance with Arkansas' Freedom of Information laws concerning public meetings, the general public and guests may gain virtual access to a committee meeting and/or the full board meeting, by sending an email request to [chaketa.alexander@southeastarkansas.org](mailto:chaketa.alexander@southeastarkansas.org)

Should you have any questions or comments, please contact staff of the board at your earliest convenience.



# AGENDA

May 19, 2021

Call to Order.....Mr. James Wilson, Chairperson  
Roll Call..... Board Staff

**Board Training/Working Lunch.....** Presenter: Ms. Ulanda Arnett  
Director of Pine Bluff Regional Chamber of Commerce

Approval of March 17, 2021 Minutes- **Action Item**..... Mr. James Wilson, Chairperson

## ADMINISTRATIVE REPORTS

Chairman’s Report..... Mr. James Wilson, Chairperson  
Yearly Election of Officers- **Action Item**

Fiscal Agent/Board Administrative Staff Report.....Ms. Patricia Hargrove, Executive Director  
Financial Report.....Ms. Angela Thayer, WIOA Fiscal Specialist II

## COMMITTEE REPORTS

### **Youth Services Committee / Disability Services Committee Report**

- a. Youth Services/Disability Services Report

### **Planning Committee Report**

- a. ETPL List/ACRS-**Action Item**
- b. 7-1-21 to 6-30-22 Budget Approval- **Action Item**

### **One Stop Committee Report**

- a. WIOA Records Retention, Restrictions and Access Amendment to Financial Policy -  
**Action Item**

## PROGRAM REPORTS

Workforce/One Stop Centers Report..... Mr. Gary Goggans, WIOA Regional Manager  
Business Services Report.....Mr. Patrick Ervin, Business Services Coordinator

Other Business/ Board Open Discussion  
Tentative Next Meeting – July 21, 2021

Adjournment

