

**JOINT PERFORMANCE REVIEW COMMITTEE****JUNE 24, 2014****MINUTES**

The Joint Performance Review Committee met Tuesday, June 24, 2014 at 1:00 p.m. in Room A, MAC Building, Little Rock, Arkansas.

Committee members present were Senators Jane English, Senate Co-Chair, Jimmy Hickey, Keith Ingram, Johnny Key, and Michael Lamoureux, and Representatives Terry Rice, House Co-Chair, Harold Copenhaver, Jody Dickinson, Debra Hobbs, Josh Miller, Brent Talley, Tommy Wren, Douglas House, and Mark Lowery.

Other members present were Senators Jonathan Dismang, Bruce Holland, Bryan King, Uvalde Lindsey, Stephanie Flowers, Jeremy Hutchinson, and Eddie Joe Williams, and Representatives Scott Baltz, Nate Bell, Ken Bragg, John Burris, John Catlett, Ann Clemmer, Bruce Cozart, Robert Dale, Andy Davis, Jim Dotson, Charlotte Vining-Douglas, Dan Douglas, David Fielding, Charlene Fite, Kim Hammer, David Hillman, John Hutchison, Lane Jean, Joe Jeff, Homer Lenderman, Stephanie Malone, Walls McCrary, Mark McElroy, James McLean, David Meeks, Stephen Meeks, Micah Neal, Betty Overbey, Mary Lou Slinkard, David Whitaker, Butch Wilkins, and Marshall Wright.

**Approval of Minutes – April 15, 2014 [Exhibit B]**

A motion to approve the minutes of the April 15, 2014 Joint Performance Review (JPR) Committee meeting was made by Senator Uvalde Lindsey and seconded by Representative Douglas House. The motion carried.

**Review of Workforce Training and Education Programs Offered in Arkansas**

Senator English recognized Bill Walker, Director, Arkansas Department of Career Education, Carl Daughtery, Chief of Field Services, Arkansas Rehabilitative Services, Sonja Wright-McMurray, Associate Director, Arkansas Works, and Trena Miles, Associate Director, Adult Education.

Ms. Wright-McMurray described the Arkansas Works Program, which was designed to assist middle and high school students to develop college and career plans beginning in the 8<sup>th</sup> grade. Grant participation between school districts and Workforce Services provide the funding. Over the past three years, 51 school districts have partnered with Arkansas Works to provide College and Career Coaches, the ACT Academy Program, and an On-line Based Internet Tool.

Bill Walker described three primary areas of workforce training in the Department of Career Education:

### 1. Career and Technical Education

Programs encompass vocational education programs with 24 area Career Centers. The majority of the Career Centers partner with post-secondary institutions. Eight Career Centers partner with high schools. The Career Centers were designed to enable smaller school districts to provide programs and share costs by working with other local school districts. Approximately 43 programs of study are offered with 6,000 students participating annually. Mr. Walker said there are 68 high schools that don't have access to Career Centers, but every high school in the state has a Career and Technical Program. He said this program has not received an increase in funding for the past 16 years [Handouts]

### 2. Adult Education

Mr. Walker described the Adult Education Program [Exhibit C-1]. At its inception, the program was developed for high school drop-outs to achieve their high school equivalency diploma, their General Education Development (GED) certificate. Over the years, the program has been improved and updated to provide, not only a GED certificate, but remediation for persons who already have a GED and wish to improve their skill levels. Adult Education also encompasses the Workforce Alliance for Growth in the Economy (WAGE) program, which partners with local businesses and industry to enhance the basic skills of the community's workforce. Students in the WAGE program may earn three certificates: industrial, clerical, and employability. Another program is English as a Second Language (ESL). Mr. Walker said their Adult Education Program has not received a funding increase in 22 years. Because there has been no increase in funding, the program is declining with shorter hours, limited and reduced programs, and adjustment in teachers from full-time to part-time.

### 3. Arkansas Rehabilitative Services

Mr. Walker outlined the program. There are 19 field offices statewide with 15,000 active cases. An additional 10,000 new referrals are received on an annual basis. The program assists clients with vocational training and technology skills with a goal of obtaining employment. Case closure is defined as a person obtaining employment and working for a minimum of 3 to 6 months. Federal funding for the program is 87% with approximately 27% in state funding.

Senator English recognized Mr. Bill Lieblong, President, Crowley's Ridge Technical Institute. Mr. Lieblong gave an overview of his Institute, which serves 8 counties in east central Arkansas. He reviewed some programs the Institute offers: [Handouts]

- Auto Service Technology
- Heating Ventilation and Air Conditioning (HVAC)
- Industrial Equipment Technology
- Cosmetology
- Business Education
- Drafting Technology
- Architectural and Mechanical
- Major Appliance Service

Staff members from the Institute attend career day events at area high schools, where they direct students and counselors towards transitioning students into post-secondary institutions. Each of the Institute's programs has an advisory committee comprised of members of local business and industry, plus former students of the Institute. The committees approve germane curriculum subjects and make recommendations for both curriculum and types of equipment needed. The advisory committees meet twice each year in April and November. Mr. Lieblong said there is a general advisory committee for the Institute whose members meet and discusses the role and mission of the Institute and the communities it serves. [Handouts]

Dr. Blake Robertson, Incoming President, Northwest Technical Institute was recognized. He told legislators he took office just two days ago, but has reviewed the types of programs offered at the Institute and said they offer both post-secondary and secondary programs. He asked that Robbie Cornelius, Vice President of Instruction, be recognized to provide more details. Dr. Cornelius said the Institute is one of the two career and technical schools in the state. He reviewed their programs:

- 15 diploma programs
- Automotive programs
- Diesel programs
- Certified Nursing Assistant (CNA) program
- Ammonia Refrigeration Maintenance Technology program

Dr. Cornelius said the Ammonia Refrigeration Maintenance Technology program is the only diploma program of its kind in the U.S. The graduation rate for the 2013 school year was 75% with an 86% job placement rate for graduating students. He also stated that over the past 5 years, the Practical Nursing Program has had a 100% passage rate on the National Licensure Exam for practicing nurses. The Institute partners with the Northwest Arkansas Community College in Bentonville, Crowder College in Neosho, Missouri, and North Arkansas College in Harrison, Arkansas to provide students with an associate degree.

Senator English recognized Keesa Smith, Deputy Director, Department of Human Services (DHS), for an overview of the DHS Adult Education programs. Ms. Smith explained the parameters of the Supplemental Nutrition Assistance Program (SNAP) and the SNAP Employment and Training (SNAP E&T) program. She said that able-bodied adults without dependents are limited to 3 months of food stamp benefits, if they work less than 20 hours per week; or if they are not in vocational training, technical training, or school. The SNAP E&T program provides an option for individuals who want to continue to receive food stamp benefits. Ms. Smith said the SNAP E&T program is not available statewide due to limited funding. It is offered in 14 counties. The counties that offer the program are determined through a Request for Proposal (RFP) issued statewide. Entities who respond to the RFP and are able to provide the contract services required paired with existing adult education programs

or vocational and technical colleges in the respective county are eligible for the program. Legislators discussed program funding and various aspects of adult education. Ms. Smith was asked to provide committee members with a list of the 14 counties where the program is available (see attachment).

Dr. Trena Miles, Associate Director for Adult Education, Department of Career Education, gave an overview of their adult education and literacy council programs they provide statewide. She said that state and federal funding is available to all 75 counties, with a total of 41 adult education programs. The adult education programs assist individuals who function between 0 grade level up to 12.9 grade level. The programs also serve 16 to 17 year-olds who are waived from high schools, about 13% of this population. The program also serves adults without a high school diploma, and those who have been out of school for a number of years and seek to enter college but function below a 12.9 grade level. Dr. Miles explained that literacy councils differ as they are a community-based organization and receive only federal funding. Dr. Miles said the DHS literacy programs serve 38,560 individuals annually.

Senator English announced that the next JPR Committee meeting is Wednesday, June 25, 2014 at 10:00 a.m.

There being no further business, the meeting adjourned at 2:10 p.m.

DRAFT

## Holliday, Karen

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**From:** Keesa Smith [Keesa.Smith@dhs.arkansas.gov]  
**Sent:** Wednesday, June 25, 2014 3:20 PM  
**To:** English2, Jane; Rep. House - Home  
**Cc:** Vogelgesang, Anthony W.; Holliday, Karen  
**Subject:** DHS Joint Performance Review (requested information)

Senator English and Representative House-

During yesterday's Joint Performance Review meeting, the Department of Human Services was asked to provide the fourteen counties where the SNAP Employment and Training program is run and which contractors provide services in those respective counties. Please see the requested information below. Tony and/or Karen- can you please provide this information to the remainder of the committee? Thank you.

The counties currently served by the SNAP E&T program are as follows:

Cleburne- Arkansas State University- Beebe  
Craighead- Valley View Adult Education Program  
Crittenden- East Arkansas Workforce Investment Board  
Drew- Monticello Adult Education Program  
Faulkner- Conway Adult Education Program  
Grant- College of the Ouachitas  
Hempstead- Hope Public Schools- Adult Education program  
Independence- Batesville Community College  
Lee- Crowley's Ridge Technical College  
Miller- Texarkana Arkansas Adult Education Program  
Pope- Russellville Adult Education Program  
St. Francis- Crowley's Ridge Technical College  
Union- South Arkansas Technical College  
White- Arkansas State University- Beebe

Please note that, in FY2015, we are losing St. Francis, Lee and Cleburne counties due to lack of interest in continuing those programs. We will be adding Sebastian County (which will be run by the Harbor House) and Hot Spring (which will be run by the College of the Ouachitas).

Please let me know if you have any questions or concerns. Thank you.

Sincerely,

Keesa M. Smith  
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P.O. Box 1437 - Slot S-201  
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JOINT PERFORMANCE REVIEW COMMITTEE

JUNE 25, 2014

MINUTES

The Joint Performance Review Committee met Tuesday, June 25, 2014 at 10:00 a.m. in Room A, MAC Building, Little Rock, Arkansas.

Committee members present were Senators Jane English, Senate Co-Chair, Jimmy Hickey, Keith Ingram, Uvalde Lindsey, and Larry Teague, and Representatives Terry Rice, House Co-Chair, Bob Ballinger, Harold Copenhaver, Jody Dickinson, Mark Lowery, Josh Miller, James Ratliff, Nate Steel, Wes Wagner, Richard Womack, and Douglas House.

Other members present were Senators Ronald Caldwell, Linda Chesterfield, Jonathan Dismang, Stephanie Flowers, Jim Hendren, Bruce Holland, Johnny Key, Bill Sample, and Eddie Joe Williams, and Representatives Scott Baltz, Nate Bell, Ken Bragg, Ann Clemmer, Bruce Cozart, Robert Dale, Charlotte Vining-Douglas, Charlene Fite, Jeremy Gillam, Kim Hammer, David Hillman, John Hutchison, Lane Jean, Joe Jett, Sheila Lampkin, Greg Leding, Homer Lenderman, Kelley Linck, Stephanie Malone, Walls McCrary, Mark McElroy, Stephen Meeks, Micah Neal, Betty Overbey, Mary Lou Slinkard, Jeff Wardlaw, and Hank Wilkins.

**Call to Order**

Senator English called the meeting to order.

**Review of Workforce Training and Education Programs Offered in Arkansas**

Grant Tennille, Executive Director, Arkansas Department of Economic Development (AEDC) was recognized. Mr. Tennille said that skilled workforce availability is the primary focus for a business or industry when choosing a location. Entities seeking to locate in Arkansas want to know if there is a training system to provide skills education. The AEDC perspective for attracting new businesses encompasses three elements:

- create a level of employable people with enough skills, or be able to obtain specific training
- offer programs that provide specific skills training for new jobs
- offer programs that retrain employees of existing businesses who are updating their technology and/or expanding their business or service

Mr. Tennille described the workforce training coordinated by the AEDC Training Division and the Existing Business Resource Division. AEDC also works with the Arkansas Department of Workforce Services, who provides access to a database of people with specific skill levels, and whether or not those persons are currently employed or

unemployed. Another element important to business and industry is access to training for specific skills. AEDC works with two-year institutions and career and technical schools to provide specific training whenever requested. Mr. Tennille discussed another program, the Existing Workforce Training Program (EWTP), which provides financial assistance to new or existing businesses for upgrading the skills of their employees to adapt to new or altered technologies. Mr. Tennille explained that individuals interested in training may also enroll at a local workforce center. The centers maintain an official training provider list. He said there are a number of programs for workforce training education, but what is lacking is a system to coordinate all the programs available throughout the state.

Artee Williams, Director, Arkansas Department of Workforce Services was recognized. Mr. Williams described the Training Trust Fund, which was created through legislation to provide funding for training of new or existing employees. Taxes paid by employers into the unemployment insurance program provides the funding. A portion of the tax, approximately \$2.5 million, is directed to the Training Trust Fund, which is managed by the Department of Workforce Services.

Mr. Williams was asked to discuss the Workforce Investment Act and the coordination of programs with the existing Dislocated Worker Programs. Mr. Williams referenced the Agency Survey Report (Handout 1), which lists the majority of the programs, along with the federal regulations directing both the coordination of services and who can be served. [Handout]

There being no further business, the meeting adjourned at 11:45 a.m.

**JOINT PERFORMANCE REVIEW COMMITTEE****JUNE 26, 2014****MINUTES**

The Joint Performance Review Committee met Thursday, June 26, 2014 at 9:00 a.m. in Room 171, State Capitol, Little Rock, Arkansas.

Committee members present were Senators Jane English, Senate Co-Chair, Jimmy Hickey, and Keith Ingram, and Representatives Jody Dickinson, Jon Eubanks, Douglas House, Mark Lowery, James Ratliff, and Tommy Wren.

Other members present were Senators Ronald Caldwell, Linda Chesterfield, Johnny Key, Bill Sample, and Eddie Joe Williams, and Representatives Scott Baltz, Charlotte Vining-Douglas, Charlene Fite, David Hillman, Greg Leding, Stephanie Malone, Mark McElroy, Stephen Meeks, Mary Lou Slinkard, David Whitaker, Butch Wilkins, and Marshall Wright.

**Call to Order**

Senator English called the meeting to order.

**Discussion of difficulties with voting machines and other voting issues during the May 20, 2014 early voting and primary election.**

Senator English recognized Doug Matayo, Chief Deputy, Secretary of State's Office, Ginna Watson, Garland County Election Commission Chairman, Darlene Westbrook, Saline County Election Coordinator, Paul Nolte, Saline County Election Programmer, and Justin Clay, Director, State Board of Election Commissioners. Senator English said that Rita Watkins, Sebastian County Election Commissioner, was unable to attend the meeting.

Senator English recognized Doug Matayo who was asked to discuss the Election Systems and Software (ES&S) used at election sites around the state during the May primary. Mr. Matayo said that some counties experienced connectivity issues, which is always a risk with the increased use of electronics. He said this illustrates the importance of a backup system, which some counties have in the form of paper backup, while others use a secondary electronic system. Mr. Matayo was asked to give his recommendation for what is currently available in election machine technology. He said it would cost in excess of \$40 million to update the technology statewide. Advances in technology and hardware upgrades are long overdue, but are hampered by the inaction of the Federal Election Assistance Commission (EAC) which failed to approve new hardware upgrades 4 to 5 years ago. This federal agency has yet to approve any election hardware upgrades. With the agency not functioning, no advancements in technology can occur.

Senator English recognized Ginna Watson, Chairman, Garland County Election Commission. Ms. Watson discussed problems Garland County encountered during the May primary election. [Handout 1] There were 44 different ballot styles in one election. The county used color-coded strips placed on the paper ballot to help poll workers reduce the number of possible mistakes. Ms. Watson said the problem Garland County encountered was holding three elections on the same day at the same polling locations using the same equipment that is normally used for one election. Ms. Watson was asked to discuss how many precincts are in Garland County. She said the total number of precincts was 568.

Senator English recognized Darlene Westbrook, Election Coordinator, Saline County. Ms. Westbrook was asked how many precincts are in Saline County. She said there are 42 precincts with 140 split precincts. She explained split precincts and said they are based on school districts, state representative districts, and municipal districts.

Senator English recognized Justin Clay, Director, State Board of Election Commissioners. Mr. Clay was asked to explain why the number of precincts vary in counties with similar populations. He said that precincts are drawn by individual county election commissions. The number of precincts and precinct lines are determined by each local county election commission.

Legislators discussed the security of information absentee voters are required to provide under the new voter identification law. Justin Clay said it is his understanding that copies of proof of identification are returned to either a county clerk or county election board, where the documents are stored in a secure area. He said he would verify the information and provide the committee with a more formal response. Mr. Clay explained that the State Board of Elections developed rules incorporating the new voter identification requirements. The Board provided a form, which included the new rules, to the Secretary of State's Office, and recommended the forms be sent to all county clerks. The Secretary of State's office was asked to encourage county clerks to include the new rules in their absentee ballot packages.

Justin Clay was asked to clarify the authority a county election commission has regarding changing and/or close of polling sites. [Handout 2] Does election law permit a county election commission to designate polling locations without a unanimous vote of the commission members? Mr. Clay said election laws are clear with regard to the designation of polling places. It states that polling sites cannot be changed within 30 days of an election. With regard to the vote of a county election commission, Mr. Clay said for a polling site to be established, changed and/or closed requires a unanimous vote of the number of commission members present at a meeting.

Legislators discussed Vote Centers, which are designed to work like early voting. A system in a vote center would have every ballot style and every precinct programmed into the system to allow any voter to cast a ballot no matter what ballot style or precinct they were assigned.

Paul Nolte, Saline County Election Programmer, was recognized. Mr. Nolte said his understanding of election law is that the law requires voting sites in precincts be available on election day, which would impact vote centers. He recommended legislators consider drafting legislation to create vote centers and eliminate precinct voting. He suggested that vote centers be established to operate beginning at the start of early voting through election day, eliminating the need to designate early voting sites separate from election day voting sites.

Senator English recognized Ted Davis, Jefferson County Election Commission. Mr. Davis spoke about the different requirements for voters in absentee voting compared to election day voting. He believes the new absentee voting rules should be reviewed.

Senator English recognized Stuart Soffer, Associate President, Arkansas County Election Commission. Mr. Soffer asked legislators to consider creating an Arkansas Elections Agencies, which could assume the duties currently performed by the Secretary of State's Office and the State Board of Election Commissioners. He said the agency could be under the management of the Secretary of State's Office, but be given investigative authority. Additionally, all election operations and election coordinators would be overseen by county clerks.

There being no further business, the meeting adjourned at 11:00 a.m.

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