



MINUTES

Workforce Development Board

Thursday, May 18, 2017 – 7:30 a.m.

Held at: Central Louisiana Business Incubator, 1501 Wimbledon Blvd., Alexandria LA

ATTENDANCE

Members present	Members absent	Other Attendees / Guest	Staff
Valerie Aymond	Cynthia Baker		Anna Sweat
Connie Baker	Julie Bonial		Jacqueline Braddock
Yoel Borges	Susan Broussard		Dara Antee
David Broussard	Sonia Chevallier		Elaine Morace
Chad Bynog	Tim Dousay		Amy Guillot
Larry George	Landry Ducote		
Kelli Hall	Rich Dupree		
Bill Higgins	Robert Leavines		
Ginger Humbles	Tony Murray		
Jeff Johnson	Debbie Norman		
Michael Johnson	Lloyd Price		
Paula Johnson			
Haywood Joiner			
Lafe Jones			
Joan Lee			
Christine McGraw			
Gary Nugent			
Nathalia Osby			
Carla Peters			
Deborah Randolph			
Sarah Sasser			
Jimmy Sawtelle			
Sara Stokes			
Aiesha Wright			
Quorum Present	Yes	24 of 35	

CALL TO ORDER

Co-Chairperson, Kelli Hall, called the meeting of the Rapides Parish Workforce Development Board to order.

GUEST SPEAKER

Board Member, **Valerie Aymond** presented the way that Gilchrist Construction (GCC) has saved money through using Workkeys assessment in the hiring process which has contributed to a healthier bottom line for the company. Valerie shared that GCC only hires job seekers that have gotten their Workkeys credentials. Employee’s assessments are used for promotional opportunities and to consider where to train new employees and place them in the company. GCC uses highly technical equipment so it is very important to hire employees that have the ability to learn how to use such



equipment. Workkeys is a significant contributing factor to a substantial change in accident/incident reports also saving the company money.

AGENDA ITEMS

1. APPROVAL OF MINUTES

It was requested that the Workforce Development Board review and approve the minutes from the February 16, 2017 meeting.

On motion by Gary Nugent, seconded by Haywood Joiner, with -0- nays, -0- abstained and 24 yes votes, the minutes from February 16, 2017 were approved.

2. One Stop Operator RFP

WIOA law required that the One-Stop Operator be competitively procured. In compliance with the law, the Request for Proposal (RFP) for the One-Stop Operator Services was published on February 28, 2017. Proposals were due back by April 10th. The Evaluation Committee met on April 19th to review the proposals and make a recommendation to the Workforce Development Board.

On motion by Joan Lee, seconded by David Broussard, with -0- nays, 1 abstained and 23 yes votes, the Workforce Development Board approved the Evaluation Committee's recommendation.

3. Revised Policies for WIOA

The following policies have been revised:

- a. 100-02 - Definitions – Added definitions for "Chronically Unemployed" and "Have inconsistent work history". Definitions are required to define the eligibility criteria for Transitional jobs per TEGL 19-16.
- b. 100-10 - One Stop Operator – New policy to define procurement methods and the role of One-Stop Operator.
- c. 200-01 – Career Services – Combines Membership Team function and Skills Development Team function into the single function of Career Services.
- d. 400-03 – Supportive Services – Added further explanation to basic principles to define additional criteria of supportive services addressed in TEGL 19-16.
- e. 500-02 – Youth Eligibility Criteria – Added definition of "registered" for in-school youth who are in postsecondary school. Definition used for eligibility determination of youth as in-school or out-of-school.
- f. 700-02 – Monitoring Services – New policy written to comply with LWC policy OWD 4-12 – Financial and Programmatic Monitoring.

On motion by Haywood Joiner, seconded by Deborah Randolph, with -0- nays, 1 abstained and 23 yes votes, the revised policies were approved.



REPORTS/UPDATES

1. Financial Update

2. Rapides Business & Career Solutions Center Report

ADDITIONAL INFORMATION

4. WDB Member NEW Appointment

New appointment was authorized by the Rapides Parish Police Jury President, Mr. Craig Smith. Aiesha Wright, the Alexandria Site HR Manager for Procter & Gamble, replaced **Tammye Jones** representing private sector membership.

The Co-Chairperson welcomed our new member Ms. Aiesha Wright to the Board.

No action required.

5. New Website

WIOA Sec. 121 (e)(4) established the "American Job Center" network, a unifying name and brand that identifies online and in-person workforce development services as part of a single network of publicly-funded services. The American Job Center network designation established a framework for accentuating and implementing an integrated workforce delivery system. In order to comply with the deadline of July 1, 2017, our website needed to be changed to 1) bring it current with WIOA wording (all wording reflected WIA), and 2) show affiliation with American Job Center network. We implemented the change and are showing our connection with Rapides Parish Police Jury, the WIOA grant recipient. So our new website is www.rppj.com. Members were encouraged to take a look at the new site.

No action required.

6. Mandatory Ethics Training

Commencing January 1, 2012, Pursuant to R.S. 42:1170 each "public servant" is required to receive a minimum of one hour education and training on the Code of Governmental Ethics during each year of his public employment or term of public service. Workforce Development Board members, WDB staff and all non-members on the Committees are classified as public servants or public employees.

Louisiana law requires that Ethics Training be completed for 2017 - a copy of the certificate of completion should be sent to RBCSC staff.

COMMENTS OR QUESTIONS FROM CHAIR



COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

The meeting was adjourned by Co-Chairperson after motion by **Michael Johnson**.

Workforce Development Board Chair

Date

DRAFT