

AGENDA

Thursday, February 18, 2021 – 7:30 a.m.

Pursuant of the State of Louisiana Proclamation Number JBE 2020-75 and due to meeting restriction and quorum requirements, the November Workforce Development Board 61 meeting will be held via video conference using ZOOM.

THE ZOOM MEETING LINK WILL BE <https://zoom.us/j/97104922389>.

CALL TO ORDER

GUEST SPEAKER(s)



Donna Bailey, VP of Human Resources for RoyOMartin, will provide the board with an update regarding operations at RoyOMartin.

AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of November 19, 2020

Background Information: The minutes from the last meeting of the Workforce Development Board need to be reviewed and approved.

Exhibit #1: Minutes from WDB meeting November 19, 2020

Action: Motion

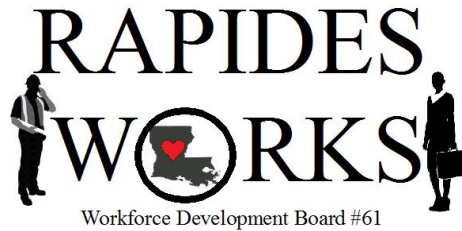
2. Apprenticeship Grant Memorandum of Understanding

Background Information: Request the Workforce Development Board approve and ratify the Apprenticeship Grant Memorandum of Understanding between Louisiana Workforce Commission and Rapides Workforce Development Board 61. This Memorandum of Understanding is to provide funds that will support qualifying apprentices through On-the-Job Training and/or Related Technical Instruction in LWDA-61.

Exhibit #2: Apprenticeship Grant Memorandum of Understanding

Action: Motion





3. LWDA 61 – National Dislocated Worker COVID-19 Relief Grant (DWG) Budget Amendment

Background Information: Request the Workforce Development Board approve the amendment to the National Dislocated Worker COVID-19 Relief Grant program as presented. The purpose of the DWG amendment is to adjust line items within the current budget.

Exhibit #3: National Dislocated Worker COVID-19 Relief Grant Budget Amendment

Action: Motion

4. New/Revised Policies for WIOA

Background Information: The following policies have been revised:

- a. 100-04 Equal Employment Opportunity – This policy was revised to update the nondiscrimination assurance statement.
- b. 400-03 – Supportive Services
- c. 800-01 – Fiscal Policy – This policy was reviewed and revised to align with current standards due to local guidance.
- d. 800-02 – Program Income - This policy was reviewed and revised to align with current standards due to local guidance.
- e. 800-03 – Timekeeping & Payroll Policy – This is a new policy due to local, state and federal guidance.
- f. 800-04 – Audit Process and Resolution - This policy was reviewed and revised to align with current standards due to local guidance.

Exhibit #4: Draft Policies

Action: Motion

ADDITIONAL INFORMATION

5. One-Stop Operator Monitoring

Background: According to USDOL's Employment and Training Administration TEGL 15-16, "The Local WDB must measure, track, and monitor performance, service deliverables, and achievement of program or performance measures."

Exhibit #5: OSO Meeting Minutes – January 2021

Action: No Action required

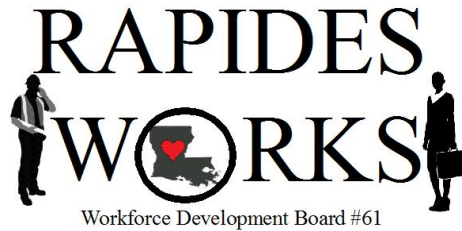
6. Second Quarter Performance (October – December 2020) by Local Workforce Development Area (LWDA)

Background Information: Louisiana Workforce Commission has released the First Quarter Performance Results for PY19. The results are broken down by LWDA.

Exhibit #6: Second Quarter Performance Results for PY 2020 by LWDA

Action: No Action Required - For Information Only





7. Agreement between Chief Elected Official and Rapides Workforce Development Board

Background Information: The Agreement between Chief Elected Official and Rapides Workforce Development Board is signed when a new Chief Elected Official is selected by the Rapides Parish Police Jury. The agreement signifies the roles and responsibilities of the Office of Economic and Workforce Development as the fiscal agent and administrative entity, and the Workforce Operations Department as the provider of Title I Adult, Dislocated Worker, and Youth services authorized by the Workforce Innovation and Opportunity Act of 2014.

Exhibit #7: Agreement between Chief Elected Official and Rapides Workforce Development Board

Action: No Action required - For Information Only

8. Workforce Investment Board Certification Approval – LWDB61

Background Information: Workforce Innovation and Opportunity Act (WIOA) requires that each Local Workforce Development Board be certified bi-annually. The LWDB61 has received the Board Certification Approval .

Exhibit #8: Workforce Investment Board Certification Approval Email – LWDB61

Action: No Action Required - For Information Only

9. Mandatory Ethics Training

Background Information: 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.

Exhibit #9: Ethics Training Correspondence dated January 26, 2021.

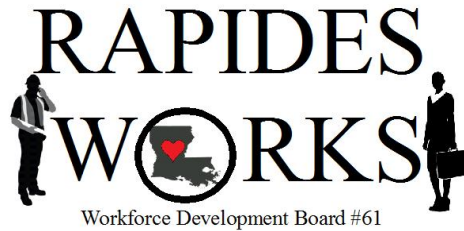
Action: No Action Required - For Information Only

REPORTS/UPDATES

1. Financial Report

2. Rapides American Job Center Report





INFORMATIONAL ATTACHMENTS

1. Commonly used acronyms-

LWC	Louisiana Workforce Commission
OWD	Office of Workforce Development
NEG	National Emergency Grant
ETA	Employment and Training Administration
TEGL	Training and Employment Guidance Letter
LWDAs	Local Workforce Development Areas
IEP	Individual Employment Plan
UI	Unemployment Insurance
O*NET	Occupational Information Network
USDOL	United States Department of Labor
WARN	Worker Adjustment and Retraining Notification Act
LRS	Louisiana Rehabilitation Services
HIRE	Helping Individuals Reach Employment
DCFS	Department of Children & Family Services
MOU	Memorandum of Understanding
WDB	Workforce Development Board
FY	Fiscal Year
PY	Program Year
WIOA	Workforce Innovation and Opportunity Act
WIF	Workforce Innovation Funds
IWTP	Incumbent Worker Training Program

COMMENTS OR QUESTIONS FROM CHAIR

COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

