

MINUTES

Workforce Development Board

Thursday, August 18, 2016 – 7:30 a.m.

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

ATTENDANCE

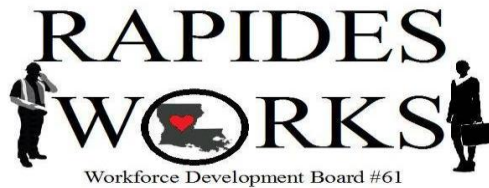
Members present	Members absent	Other Attendees / Guest	Staff
Connie Baker	Valerie Aymond	Blake Cooper, Central La. Regional Port	Carol Stanford
Yoel Borges	Cynthia Baker	Hebert Dixon, LWC	Elaine Morace
David Broussard	Catherine Cassels		Jacqueline Braddock
Susan Broussard	Sonia Chevallier		Anna Sweat
Chad Bynog	Bill Higgins		
Tim Dousay	Linda James		
Rich Dupree	Michael Johnson		
Larry George	Lafe Jones		
Kelli Hall	Richard Kyle		
Matthew Hennings	Kenneth Paul		
Ginger Humbles	Carla Peters		
Jeff Johnson	Deborah Randolph		
Paula Johnson	Sarah Sasser		
Robert Leavines	Todd Urbina		
Haywood Joiner			
Tammye Jones			
Joan Lee			
Christine McGraw			
Debbie Norman			
Gary Nugent			
Lloyd Price			
Jimmy Sawtelle			
Joe Sharp			
Quorum Present	Yes	23 of 37	

CALL TO ORDER

Vice Chairperson, Kelli Hall, called the meeting of the Rapides Parish Workforce Development Board to order. She welcomed new members **Larry George** the Business Manager of the Plumbers Union 247, replacing Kenneth Gorum, and **Sarah Sasser**, the Talent Acquisition Manager, who replaced Kris Hickman.

GUEST SPEAKER

Mr. Blake Cooper, Executive Director of the **Central Louisiana Regional Port**, gave the Workforce Development Board an update on the Port – Past, Present, and Future. He stated they



were the first international shipper of cargo on the Red River covering 256 acres. The Port is a \$30 million investment with a \$10 ½ million expansion this year. There are inbound and outbound shipments, with the largest shipment being wood chips. One barge holds the capacity of 58 semi trucks with the typical shipment being six barges.

Board Member **Mr. Rich Dupree**, Chief of Staff for the **City of Pineville** stated that Revolution Aluminum is continuing to advance forward. Even though the first announcement for the plant was in February 2015 the buy sale was complete in March 2016. There has been 300,000 cubic yard of dirt removed with 1,500 developable acres under local ownership. Tudor Construction is a working partner helping keep them on track where they need to be.

Pineville is proud that the home grown company, of Crest industries is continuing to grow with 700+ employees. They are in the process of developing new office space. CLECO is a very strong partner for the City and central Louisiana serving 300,000 customers, with 1,200 employees, 530 of those working in Pineville every day. Proctor & Gamble continues to be an economic driver for Cenla with 300+ employees and another 300+ contracted employees. Out of the 144 Proctor & Gamble sites all over the U.S., Pineville is home to the 3rd largest with \$2 billion production. The Pinecrest Developmental Center employs 1,500 classified and non-classified employees. It is located on 400 acres and houses 500 residents.

AGENDA ITEMS

1. APPROVAL OF MINUTES

It was requested that the Workforce Development Board review and approve the minutes from the May 19, 2016 meeting.

On motion by Lloyd Price, seconded by Haywood Joiner, with -0- nays, -0- abstained and 23 yes votes, the minutes from May 19, 2016 were approved.

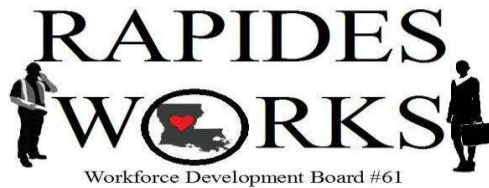
2. New and Revised Policies for WIOA

The following policy has been added as a result of a Finding from LWC monitoring:

1. Policy 100-09 Program Monitoring.

The following policies have been revised:

2. Policy 100-02 - Definitions – the definition of “is unlikely to return to previous industry or occupation” has been expanded to include a few more instances.
3. Policy 400-02 – Scholarship Training – Revised to grant an exception for students to attend less than 6 semester hours during the summer in the event courses need are not offered.
4. Policy 400-03 – Supportive Services – Cleaned up the language to avoid confusion and added guidance on documenting supportive services (need and justification).
5. Policy 500-02 – Youth Eligibility – expanded the definition of the “Eighth Youth Barrier”.
6. Policy 500-08 – Program Exit and Follow-up for Youth – provided an exit policy for youth.
7. Policy 800-01 – Fiscal Policy - added provision that no funds are to be used to assist, promote or deter Union organizing.



On motion by Haywood Joiner, seconded by Robert Leavines, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the new and revised policies.

3. MOU/Cost Allocation Plan

In response to LWC's OWD 2-30 "Cost Allocation Agreement Policy" and the directives in the WIOA law regarding the One-Stop Center's Memorandum of Understanding with partners and fair sharing of infrastructure costs, we have created a Memorandum of Understanding and a Cost Allocation Plan. Each of the partners in the Center has an Addendum to the MOU which states the services provided by their organization.

On motion by Joan Lee, seconded by Connie Baker, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the MOU/Cost Allocation Plan.

4. LWDA61 – Funding Allocation Under the Workforce Innovation and Opportunity Act (WIOA) for PY16/FY17 (7/1/16 – 6/30/17)

Request the Workforce Development Board approve the WIOA PY16/FY17 (7/1/16 – 6/30/17) budget as presented. The budget includes a new allocation of \$816,193.00 (an increase of \$100,402.00 from the previous year's funding level) along with carry over funds in the amount of \$219,158.00 (a decrease of \$86,775.00 from the previous year's funding level) for a total funding level of \$1,035,351.00 (an overall increase of \$13,627.00).

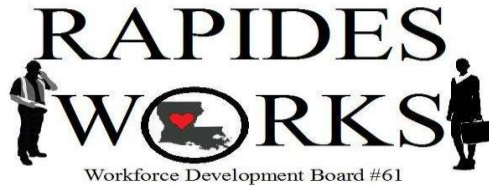
On motion by Susan Broussard, seconded by Haywood Joiner, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the WIOA PY16/FY17 budget as presented.

5. LWDA61 – Contract with Louisiana Workforce Commission (LWC) for a Strategies To Empower People (STEP) Program for FY17

Request the Workforce Development Board approve the STEP FY17 (7/1/16 – 6/30/17) budget as presented. The Louisiana Workforce Commission (LWC) is contracting with the Local Workforce Development Area (#61 Rapides) to provide case management services to work eligible cash assistance recipients, as referred by the Louisiana Department of Children and Family Services (DCFS), to move those families from cash assistance to employment for the period 7/1/16 – 6/30/17. The maximum contract amount is \$55,000.00 (an increase of \$10,308.00 over the previous year's original contract amount).

On motion by Larry George, seconded by Gary Nugent, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the STEP budget for FY17.

6. LWDA61 – Contract with Louisiana Workforce Commission (LWC) for a Louisiana Job Employment & Training (LaJET) Program for FY17



Request the Workforce Development Board approve the LaJET FY17 (10/01/16 – 9/30/17) budget as presented. The Louisiana Workforce Commission (LWC) is contracting with the Local Workforce Development Area (#61 – Rapides) to provide job readiness activities to enable Supplemental Nutrition Assistance Program (SNAP) recipients in their transition to self-sufficiency for the period 10/1/16 – 9/30/17. The maximum contract amount is \$227,682.00 (a decrease of \$12,003.00 from the previous year's funding level).

On motion by Kelli Hall, seconded by Robert Leavines, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the FY17 LaJET budget.

7. LWDA61 – WIOA PY15/FY16 and STEP FY16 Budget Amendments

Request the Workforce Development Board approve budget amendment #1 to the WIOA PY15/FY16 program and budget amendment #1 to the STEP FY16 contract as presented. The purpose of the WIOA amendment is to re-program funds to the various line items to reflect actual expenses for the grant year ending 6/30/16. The purpose of the STEP amendment is to incorporate a mandatory state cut to the STEP Program and to realign various line items to reflect actual expenditures for the contract period ending 6/30/16.

On motion by Robert Leavines, seconded by Kelli Hall, with -0- nays, -0- abstained and 23 yes votes, the Workforce Development Board approved the budget amendments for WIOA PY15/FY16 and STEP FY16 as presented.

8. 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 2016 - a copy of the certificate of completion should be sent to RBCSC staff.

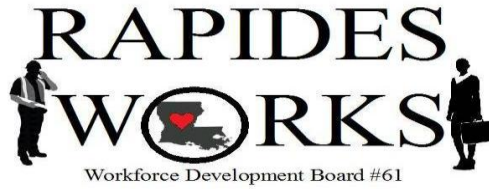
REPORTS/UPDATES

1. Financial Update

2. Rapides Business & Career Solutions Center Report

ADDITIONAL INFORMATION

The Summer Youth Employment Program (SYEP) had 9 youth participants selected to participate in a six week, 32 hours per week summer work experience under the WIOA funding stream. The



youth were assessed that led to the appropriate summer worksite placement that linked as close as possible to their career interest and/or choice of work.

The Louisiana Workforce Commission Rehabilitation Services partnered with the Rapides Business & Career Solutions Center for a Youth work-based learning experience for LRS clients. After interviews with these clients 7 special needs youth participants were placed at various worksites where they not only gained work based skills but built confidence while earning an income.

No action required for information only.

COMMENTS OR QUESTIONS FROM CHAIR

COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

There being no additional business for discussion, motion to adjourn by Joan Lee and seconded by Lloyd Price the meeting was adjourned.

Workforce Development Board Chair

Date