

MINUTES

Workforce Development Board

Thursday, November 10, 2016 – 7:30 a.m.

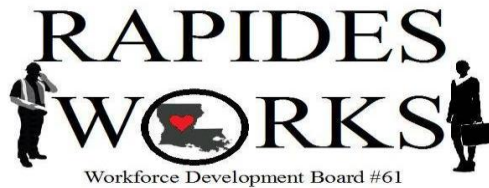
Held at: Central Louisiana Business Incubator, 1501 Wimbledon Blvd., Alexandria LA

ATTENDANCE

Members present	Members absent	Other Attendees / Guest	Staff
Valerie Aymond	David Broussard		Jacqueline Braddock
Connie Baker	Bill Higgins		Dara Antee
Cynthia Baker	Harold Gamburg		Carol Stanford
Julie Bonial	Ginger Humbles		Ross Mathews
Yoel Borges	Paula Johnson		Anna Sweat
Susan Broussard	Christine McGraw		Elaine Morace
Kevin Boudreaux	Gary Nugent		
Chad Bynog	Sarah Sasser		
Sonia Chevallier			
Tim Dousay			
Landry Ducote			
Rich Dupree			
Larry George			
Kelli Hall			
Jeff Johnson			
Michael Johnson			
Haywood Joiner			
Lafe Jones			
Tammye Jones			
Robert Leavines			
Joan Lee			
Tony Murray			
Debbie Norman			
Carla Peters			
Lloyd Price			
Deborah Randolph			
Jimmy Sawtelle			
Sara Stokes			
Quorum Present	Yes	28 of 36	

CALL TO ORDER

Chairperson, Sonia Chevallier, called the meeting of the Rapides Parish Workforce Development Board to order. She welcomed new board members **Kevin Boudreaux** – Counselor for the Louisiana Youth Challenge program who replaced Major Kenneth Paul, **Julie Bonial** – Director of HR at AFCO Industries Inc. who replaced Linda James, **Landry Ducote** – Training Director for IBEW Local 576 who replaced Matthew Hennings, **Sara Stokes** – HR Director at Rapides Regional



Hospital who replaced Richard Kyle, **Tony Murray** – HR Director at Diamond B Construction who replaced Joe Sharp, and **Harold Gamburg** – President of Pathway Management of LA who replaced Todd Urbina.

GUEST SPEAKER

Mrs. Tammye Jones, Site Human Resource Leader for Procter & Gamble, shared all the exciting things happening at Procter & Gamble. She stated that in the United States there are 145 Procter & Gamble plants which makes it the largest paper product manufacturer. Pampers is their #1 brand and Tide is the # 2 brand. Procter & Gamble also owns Crest, Olay, Cascade, Cover Girl & Gillette. The Alexandria plant has the largest number of African American & Hispanic Engineers in the United States. It is the 3rd largest manufacturer in the United States with 2 billion dollar net sales. The Alexandria plant has been selected for a new pod line. The Alexandria plant is the only company in the U.S. to produce Tide & Gain in powder form – which is shipped all over the world and are also the #1 heavy duty liquid site in the world.

AGENDA ITEMS

1. APPROVAL OF MINUTES

It was requested that the Workforce Development Board review and approve the minutes from the August 18, 2016 meeting.

On motion by Connie Baker, seconded by Chad Bynog, with -0- nays, -0- abstained and 28 yes votes, the minutes from August 18, 2016 were approved.

2. Revised Policies for WIOA

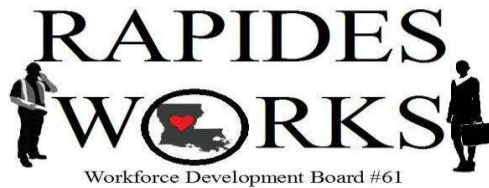
The following policies have been revised to update monitoring policies:

- a. Policy 100-09 – Monitoring – revised to comply with LWC's recommendations on expanding the monitoring policy
- b. Policy 200-01 – Career Services – revised to include instructions to staff to exit a participant if no service provided within 90 days of last activity
- c. Policy 800-01 - Fiscal Policy – revised to expand and better define the local procurement policy.

On motion by Haywood Joiner, seconded by Lafe Jones, with -0- nays, 1 abstained and 27 yes votes, the Workforce Development Board approved the new and revised policies.

3. PY2016 Performance Measures

At the beginning of each program year, Louisiana Workforce Commission provides LWDA 61's performance data to date. Using that data, we negotiate with LWC to bring our recommendation for new performance goals for the new year before the Board for approval. New performance measures were instituted in WIOA using data not previously captured. The exhibit will identify the old performance measures under WIA and the new performance measures under WIOA. Using data provided by USDOL, LWC was provided targeted and predicted outcomes from which to negotiate with USDOL. As LWDA 61 has always met or exceeded performance goals in the past, LWC is counting heavily on our performance to achieve state goals under WIOA. During our conversation with LWC staff, Lydia Crockett and Bryan Moore, on October 13, 2016, they indicated the



performance would be tracked but would not be counted against us if we do not make the measures.

On motion by Deborah Randolph, seconded by Mike Johnson, with -0- nays, 1 abstained and 27 yes votes, the Workforce Development Board approved the performance measures recommendation.

4. Procurement of One-Stop Operator

WIOA Sec 121 (d)(1) and §678.605 of the October 1st effective Final Regulations, state the One-Stop Operator must be competitively procured every 4 years. The competitive process must be based on the more stringent of either the Uniform Guidance 2 CFR 200.318 - .326 OR the State law procurement process. After consulting with a workforce attorney, Rochelle Daniels, the Board must decide on the role of the One-Stop Operator (OSO) and the provider of the WIOA Title I services prior to procurement. The minimum role of the OSO is to coordinate the services provided by the partners and the service providers. WIOA states the OSO must be in place as of July 1, 2017.

On motion by Rich Dupree, seconded by Joan Lee, with -0- nays, 3 abstained and 25 yes votes, the Workforce Development Board approved the model and role of the One-Stop Operator as presented and authorization for the Workforce Operation Department to continue to provide Title I Adult, Dislocated Worker, and Youth services.

Second motion by Lafe Jones, seconded by Chad Bynog, with -0- nays, 3 abstained and 25 yes votes, the Board approved the Board staff to initiate the RFP process on the Board's behalf.

5. Revised Bylaws

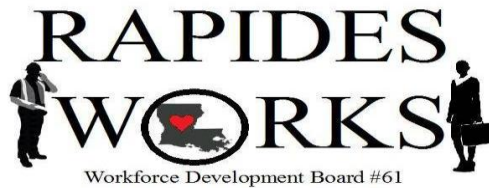
The intention of the staggered terms was to have only one-third of the Board members' terms expiring in any one year. The change is made on page 3 of 12. This change is to correct a typo.

On motion by Mike Johnson, seconded by Lloyd Price, with -0- nays, -0- abstained and 28 yes votes, the Workforce Development Board approved the bylaws change.

6. Approval of combined plan

WIOA law and state policy required a combine region/local plan be created and approved by the Board. The draft of the plan was created and placed on the Board's website for the required 30 days for public comment. Only 1 response was received and a slight change in wording was made. Each of you was emailed a copy of the plan for review. More changes may be required as we receive feedback from USDOL on the plan submitted by LWC.

On motion by Larry George, seconded by Valerie Aymond, with -0- nays, -1- abstained and 27 yes votes, the Workforce Development Board approved the combined plan.



7. New Vice Chairperson

Due to the resignation of our Vice-Chairperson, Kris Hickman, the Chairperson appointed an Interim Vice Chairperson, Kelli Hall, per our Bylaws Article II – Organization Section I – Officers. We now need to elect a new Vice Chairperson.

On motion by Mike Johnson to nominate Kelli Hall as Vice-Chairperson, seconded by Lafe Jones, with no other nominations, -0- nays, -0- abstained and 28 yes votes, the new Vice Chairperson for the Workforce Development Board was approved and accepted by Kelli Hall.

8. Rapides Parish Workforce Development Board 2017 Meeting Schedule

In an effort to comply with the Louisiana Open Meeting Law each WDB has been encouraged by the Louisiana Workforce Commission Policy Team to make available an annual calendar of scheduled Workforce Development Board meetings.

On motion by Lafe Jones, seconded by Connie Baker, with -0- nays, -0- abstained and 28 yes votes, the Workforce Development Board approved the 2017 WDB meeting schedule.

9. 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

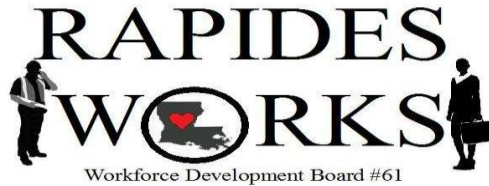
1. Financial Update

2. Rapides Business & Career Solutions Center Report

ADDITIONAL INFORMATION

1. American Job Center branding

WIOA Sec. 121(e)(4) – “In addition to using any State or locally developed identifier, each one-stop delivery system shall include in the identification of products,, a common one-stop delivery system identifier.” The Final Regulations §678.900 designated the name “American Job Center” as the common identifier for the one-stop delivery system. All electronic resources (i.e., websites) are required to contain the common-identifier as of November 17, 2016. Any new non-electronic resources are to contain the common identifier immediately upon release. All existing materials



without the common identifier may be used until exhausted. All physical products and signage have until July 1, 2017 to contain the common identifier. This will require the WDB to change the website, www.rapideswib.com, to include the common identifier, but it was in need of a makeover anyway due to WIOA implementation.

No action required for information only.

COMMENTS OR QUESTIONS FROM CHAIR

Chairperson recognized Carol Stanford at her last meeting with the Board. Carol provided critical accounting support to the efforts of the Board for the last 32 years. She started to work for the Rapides Parish Police Jury in February 1984 and will be retiring in early December. On behalf of the Board, Sonia and Elaine extended best wishes to Carol in the future.

COMMENTS OR QUESTIONS FROM FLOOR

Jimmy Sawtelle recognized Haywood Joiner for his many years at LSUA and for the great job he is doing presently as Interim Chancellor at the college.

ADJOURNMENT

The meeting was adjourned by Chairperson.

Workforce Development Board Chair

Date