

MINUTES

Workforce Development Board

Thursday, August 16, 2018 – 7:30 a.m.

Held at: Christus St. Frances Cabrini Hospital, 3330 Masonic Dr., Alexandria LA 71301
3rd Floor - Conference Room 3A/3B

ATTENDANCE

Members present	Members absent	Other Attendees / Guest	Staff
Connie Baker	Valerie Aymond	Dara Antee	Maria Adams
Cynthia Baker	Yoel Borges	Tony Davis	Elaine Morace
Julie Bonial	David Broussard	Erin Fields	
Chad Bynog	Rich Dupree	Christi Nation	
Sonia Chevallier	Michael Johnson	Jennifer Van Mol	
Tim Dousay	Robert Leavines		
Landry Ducote	Joan Lee		
Larry George	Christine McGraw		
Kelli Haygood	Gary Nugent		
Bill Higgins	Lloyd Price		
Ginger Humbles	Deborah Randolph		
Jeff Johnson	Jeff Ryan		
Paula Johnson	Sarah Sasser		
Toni Johnson			
Haywood Joiner			
Wayne Kusmierczyk			
Debbie Norman			
Nathalia Osby			
Tommy Peek			
Jimmy Sawtelle			
Sara Stokes			
Aiesha Wright			
Quorum Present	Yes	22 of 35	Chair votes only to break a tie

CALL TO ORDER

Chairperson, Sonia Chevallier, called the meeting of the Rapides Parish Workforce Development Board to order.

GUEST SPEAKERS

Tony Davis, Executive Director of the Natchitoches Community Alliance Foundation, Inc., discussed the Advanced Manufacturing Technician (AMT) program.

Jimmy Sawtelle provided an update regarding CLTCC.



AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of May 17, 2018

It was requested the Workforce Development Board review and approve the minutes from the May 17, 2018 meeting.

On motion by Dr. Haywood Joiner, seconded by Paula Johnson, with -0- nays, -0- abstained and 21 yes votes, the minutes from May 17, 2018 were approved.

2. LWDA61 – Funding Allocation Under the Workforce Innovation and Opportunity Act (WIOA) for PY18/FY19 (7/1/18 – 6/30/19)

It was requested the Workforce Development Board review and approve the WIOA PY18/FY19 (7/1/18 – 6/30/19) budget as presented. The budget included a new allocation of \$1,263,911 (an increase of \$199,180 from the previous year's funding level) along with carry over funds in the amount of \$276,837 (an increase of \$21,016 from the previous year's funding level) for a total funding level of \$1,540,748 (an overall increase of \$220,196).

On motion by Connie Baker, seconded by Ginger Humbles, with -0- nays, -0- abstained and 21 yes votes, the WIOA PY18/FY19 (7/1/18 – 6/30/19) budget as presented was approved.

3. LWDA61 – WIOA PY17/FY18 Budget Amendment

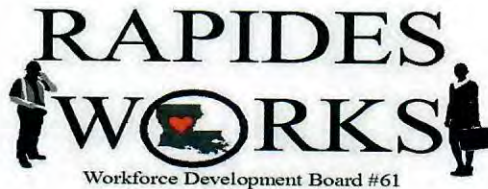
It was requested the Workforce Development Board approve the amendment to the WIOA PY17/FY18 program as presented. The purpose of the WIOA amendment is to re-program funds to the various line items to reflect actual expenses for the grant year ending 6/30/18.

On motion by Kelli Haygood, seconded by Debbie Norman, with -0- nays, -0- abstained and 21 yes votes, the WIOA Budget Amendment was approved.

4. LWDA61 – Contract with Louisiana Workforce Commission (LWC) for a Louisiana Job Employment & Training (LaJET) Program for FY19

It was requested the Workforce Development Board approve the LaJET FY19 (10/1/18 – 9/30/19) 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 (10/1/18 – 9/30/19). This contract has not yet been issued and is expected to be for the same amount as the previous year at \$195,847.

On motion by Julie Bonial, seconded by Landry Ducote, with -0- nays, -0- abstained and 21 yes votes, the WIOA Budget Amendment was approved.



5. Revised Policies for WIOA

It was requested the Workforce Development Board review and approve the following revised policies.

- a. 400-01 On-The-Job Training (OJT)/Upgrade Training – This policy was revised to allow OJT contracts to be approved for up to \$5,000.00. OJT’s were previously capped at \$2,500.00.
- b. 500-03 Procurement of Youth Services – This policy was revised to reflect current practice.
- c. 500-08 Program Exit and Follow up services for youth – This policy was revised to further define follow up services.
- d. 800-01 Fiscal Policy – This policy was revised to reflect changes in the payroll frequency from semi-monthly to bi-weekly.

On motion by Ginger Humbles, seconded by Julie Bonial, with -0- nays, -0- abstained and 21 yes votes, the new/revised policies were approved.

6. Performance Levels for the Workforce Innovation and Opportunity Act (WIOA) Title I programs for Program Years 2018 and 2019

It was requested the Workforce Development Board motion and ratify the negotiated performance levels for 2018 and 2019 between RPPJ and the Workforce Development Board.

On motion by Kelli Haygood, seconded by Debbie Norman, with -0- nays, -0- abstained and 21 yes votes, the negotiated performance levels for 2018 and 2019 were approved.

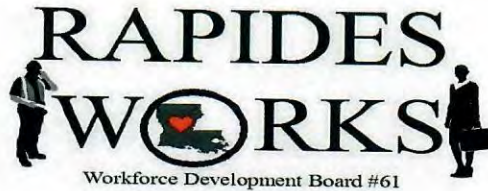
ADDITIONAL INFORMATION

7. WDB Member New Appointment and Re-Appointments

New appointments were authorized by the Rapides Parish Police Jury President, Mr. Davron Moreau. Tommy Peek, the Human Resources Generalist II, replaced Tony Murry representing private sector membership. Toni Johnson, Economic Stability Manager for Rapides Parish ES/Vernon Parish ES, replaced Carla Peters representing Governmental and Economic Development and Community Representatives.

Re-appointments will go before the Rapides Parish Police Jury in September for approval for those listed with effective termination dates of October 2018:

<u>Members</u>	<u>New Term Dates</u>
Valerie Aymond	10/1/2018 – 10/1/2021
Tim Dousay	10/1/2018 – 10/1/2021
Michael Johnson	10/1/2018 – 10/1/2021
Debbie Norman	10/1/2018 – 10/1/2021
Jeff Ryan	10/1/2018 – 10/1/2021
Joan Lee	10/1/2018 – 10/1/2021
Jeff Johnson	10/1/2018 – 10/1/2021



Haywood Joiner	10/1/2018 – 10/1/2021
David Broussard	10/1/2018 – 10/1/2021
Chad Bynog	10/1/2018 – 10/1/2021
Rich Dupree	10/1/2018 – 10/1/2021

No action was required for information only.

8. One-Stop Operator Monitoring

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." The PY17 4th Quarter monitoring was completed on 7/25/2018.

No action was required for information only.

9. Intergovernmental Agreement

The renewal of the agreement between the Rapides Parish School Board, the Rapides Parish Police Jury, and the Rapides Workforce Development Board to facilitate cooperation and coordination between the parties so that we can engage and provide opportunities and services for former students who become out-of-school youth (drop-outs)

No action was required for information only.

10. Third Quarter Performance Results (January – March 2018) by Local Workforce Development Area (LWDA)

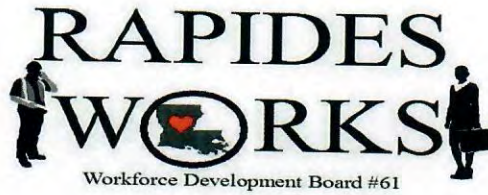
The Louisiana Workforce Commission released the Third Quarter Performance Results for PY17. The results are broken down by LWDA. Rapides Parish (Area 61) has either met or exceeded all WIOA indicators.

No action was required for information only.

11. 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.

No action was required for information only.



REPORTS/UPDATES

1. Financial Report
2. Rapides Business & Career Solutions Center Report

INFORMATIONAL ATTACHMENTS


ADDITIONAL INFORMATION

COMMENTS OR QUESTIONS FROM CHAIR

COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

The meeting was adjourned by Chairperson.



Workforce Development Board Chair



Date