

MINUTES

Workforce Development Board

Thursday, November 19, 2020 – 7:30 a.m.

Held at: 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 was held via video conference using ZOOM.

ATTENDANCE

Members present	Members absent	Other Attendees / Guest	Staff
Valerie Aymond Long	David Broussard	Susan Clinton	Elaine Morace
Connie Baker	Landry Ducote	Lakeshia Williams	Maria Adams
Cynthia Baker	Rich Dupree	Misty Slayter	
Karyn Barrett	Larry George		
Steve Bryant	Jeff Johnson		
Chad Bynog	Paula Johnson		
Sally Cowan	Toni Johnson		
Marianne Dore'	Kashawna Jones		
Tim Dousay	Debbie Norman		
Paul Fuselier	Gary Nugent		
Justin Giallonardo	Jeff Ryan		
Kelli Haygood	Sara Stokes		
Bill Higgins	Aiesha Wright		
Ginger Humbles			
Haywood Joiner			
Bill McDermott			
Tommy Peek			
Gary Perkins			
Lloyd Price			
Deborah Randolph			
Jimmy Sawtelle			
Quorum Present	Yes	21 of 35	Chair votes only to break a tie

CALL TO ORDER

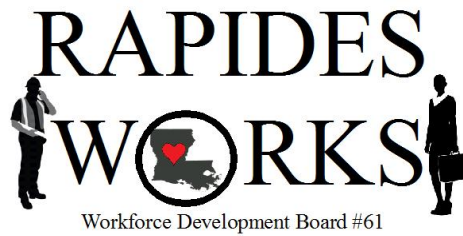
Chairperson, Kelli Haygood, called the meeting of the Rapides Parish Workforce Development Board to order. Kelli asked for a roll call since the meeting was held via Zoom and asked each member to provide a brief update for the board regarding business operations during COVID-19. The above members were present for the meeting. No members of the public joined the meeting.

GUEST SPEAKER



Chad Bynog, Industry Sector Program Manager, discussed Business Services.





AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of August 20, 2020

It was requested the Workforce Development Board review and approve the minutes from the August 20, 2020 meeting.

No Discussion.

On motion by Haywood Joiner, seconded by Tommy Peek, with -0- nays, -0- abstained and 20 yes votes, the minutes from August 20, 2020 were approved.

2. Rapides Parish Workforce Development Board 2021 Meeting Schedule

It was requested the Workforce Development Board approve the 2021 annual calendar of scheduled Workforce Development Board meetings.

No Discussion.

On motion by Ginger Humbles, seconded by Connie Baker, with -0- nays, -0- abstained and 20 yes votes, the 2021 Meeting Schedule was approved.

3. One Stop Operator RFP

It was requested the Workforce Development Board approved the recommendation from the One-Stop Operator Evaluation Committee and select Louisiana State University at Alexandria (LSUA) as the One-Stop Operator with Provision of Services beginning January 1, 2021.

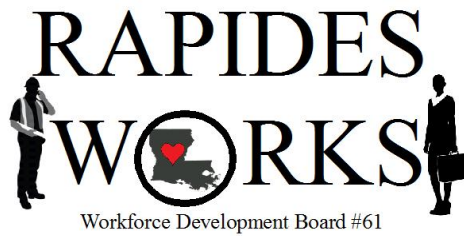
Kelli Haygood, Board Chairperson, stated the RFP was issued on September 14, 2020. The deadline for submission was extended to October 16, 2020 due to Hurricane Delta. Louisiana State University at Alexandria (LSUA) was the only entity to submit a proposal. Per LWDA 61 Procedure 100-10-01 if a single entity responds to the RFP, source competition will be determined inadequate and the Workforce Development Board must request in writing from Louisiana Workforce Commission permission to move forward with sole-source procurement for one-stop services. Board Director, Elaine Morace, submitted a letter via email requesting to proceed with evaluation of LSUA's proposal on October 20, 2020. Permission was granted via email by LWC to proceed with evaluation of the proposal. The Evaluation Committee reviewed the single proposal on October 27, 2020 and independently rated the proposal based on the same criteria using a point system. LSUA was determined to meet the requirements of the RFP.

No Discussion.

Haywood Joiner, Louisiana State University at Alexandria Allied Health Chair, abstained from voting on this agenda item due to a conflict of interest.

On motion by Deborah Randolph, seconded by Valerie Aymond Long, with -0- nays, -1- abstained and 19 yes votes, the selection of LSUA as the One-Stop Operator was approved.





4. Performance Levels for the Workforce Innovation and Opportunity Act (WIOA) Title I and WP/ES Programs for Program Years 2020 and 2021

It was requested the Workforce Development Board approve negotiated performance levels for PY 2020 and 2021 between LWC and the Workforce Development Board.

No Discussion.

On motion by Nolan Spillers, seconded by Haywood Joiner, with -0- nays, -0- abstained and 21 yes votes, the Performance Levels for the Workforce Innovation and Opportunity Act (WIOA) Title I and WP/ES Programs for Program Years 2020 and 2021 was approved.

5. New/Revised Policies and Procedures for WIOA

It was requested the Workforce Development Board review and approve the following new/revised policies:

- a. 400-08 Co-Enrollment – This policy was revised to remove verbiage in response to LWC Monitoring Findings.
- b. 400-08-01 Co-Enrollment – This procedure was revised to remove verbiage in response to LWC Monitoring Findings.
- c. 400-11 Incentives – This is a new policy to address guidelines for paying incentives for Adult/Dislocated Workers.
- d. 500-07 Incentives – This policy was revised to update guideless for paying incentives for Youth.
- e. 500-09 Co-Enrollment – This policy was revised to remove verbiage in response to LWC Monitoring Findings.
- f. 500-09-01 Co-Enrollment – This procedure was revised to remove verbiage in response to LWC Monitoring Findings.

No Discussion.

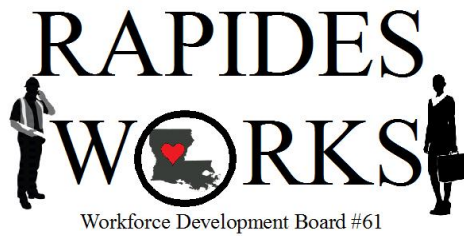
On motion by Valerie Aymond Long, seconded by Deborah Randolph, with -0- nays, -0- abstained and 21 yes votes, the new/revised policies and procedures were approved.

ADDITIONAL INFORMATION

6. Update to Annual Performance Results for PY 2018 by Local Workforce Development Area (LWDA) Corrective Action Plan

At the November 19, 2019 Workforce Development Board Meeting, the board approved the creation and implementation of a correction action plan to address the LWC Annual Performance Results for PY2018 failed measure for Employment Rate 2nd Quarter After Exit for youth. The corrective action plan, developed by Deborah LeBlanc, was implemented December 15, 2019.





Kelli Haygood stated the Annual Performance Results for PY 2019 have been issued by LWC. LWDA 61 has either met or exceeded all Performance Measures for PY 2019. The Youth measure (Employment Rate 2nd Quarter After Exit for youth) that failed the 2018 performance is exceeding performance in the 2019 performance. The Workforce Professionals in conjunction with the Workforce Professional Program Coordinator and MIS Manager are continuing to determine suitability for all applicants prior to enrollment in addition the Workforce Professionals are continuing to develop working relationship with their participants to include regular documented follow-up.

No Discussion.

No action was required for information only.

7. First Quarter Performance Results (July - September 2020) by Local Workforce Development Area (LWDA)

The Louisiana Workforce Commission has released the First Quarter Performance Results for PY20. The results are broken down by LWDA.

No Discussion.

No action was required for information only.

8. WDB Member New Appointment and Re-Appointments

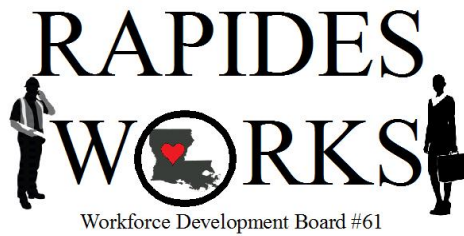
New appointments were authorized by Mr. Craig Smith, the Rapides Parish Police Jury President. Nolan Spillers, Vice President with First Federal Bank of Louisiana, replaced Robert Leavines representing private sector membership. Steve Bryant, Plant Manager for Stella-Jones, replaced Wayne Kusmierczyk representing private sector membership.

Rapides Parish Police Jury President, Mr. Craig Smith, approved the following re-appointments for those listed with effective termination dates of October 2020:

<u>Members</u>	<u>New Term Dates</u>
Karyn Barrett	10/1/2020 – 10/1/2023
Larry George	10/1/2020 – 10/1/2023
Paul Fuselier	10/1/2020 – 10/1/2023
Kelli Haygood	10/1/2020 – 10/1/2023
Ginger Humbles	10/1/2020 – 10/1/2023
Bill McDermott	10/1/2020 – 10/1/2023
Gary Nugent	10/1/2020 – 10/1/2023
Sara Stokes	10/1/2020 – 10/1/2023
Aiesha Wright	10/1/2020 – 10/1/2023

No Discussion.





No action was required for information only.

9. One-Stop Operator Monitoring Report

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 PY20 1st Quarter monitoring was completed on 11/12/2020.

No Discussion.

No action was required for information only.

10. Intergovernmental Agreement

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 Discussion.

No action was required for information only.

11. Louisiana Workforce Commission (LWC) Letter to Workforce Board Members

The Louisiana Workforce Commission (LWC) issued a report showing the number of participants served in the Adult, Dislocated Worker and Youth categories for the period of January - March 2020. In addition to WIOA participants, the report includes the number of job seekers served under the Wagner-Peyser program. Lastly, the report details the rate at which funds allocated for LWDA 61 are being spent through March 31, 2020.

No Discussion.

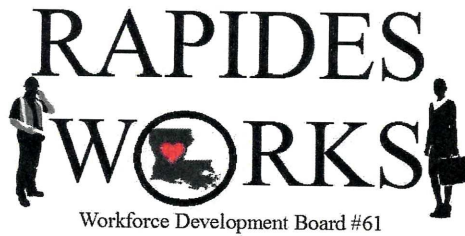
No action was required for information only.

12. 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.

Kelli Haygood reminded board members who have not yet completed their annual ethics that the ethics training is required to be completed by December 31, 2020 and that failure to comply can result in fines up to \$10,000.00.





No action was required for information only.

REPORTS/UPDATES

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

INFORMATIONAL ATTACHMENTS

COMMENTS OR QUESTIONS FROM CHAIR

No Comments or Questions from Chair

COMMENTS OR QUESTIONS FROM FLOOR

No Comments or Questions from floor.

ADJOURNMENT

The meeting was adjourned by Chairperson.

Workforce Development Board Chair

February 25, 2021

~~February 18, 2021~~

Date

