

MINUTES

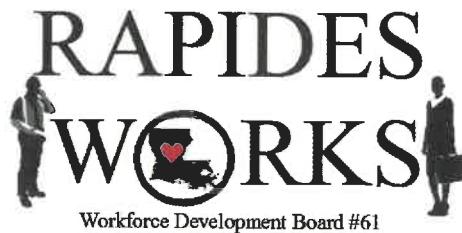
Workforce Development Board

Thursday, November 17, 2022 – 7:30 a.m.

Held at: Central Louisiana Community Technical College (CLTCC),
516 Murray Street, Alexandria, LA 71301

Multi-purpose room on the left side of the breezeway (from Desoto St.)

Members present	Members absent	Other Attendees / Guest	Staff
Connie Baker	Valerie Aymond	Jay Scott	Elaine Morace
Karyn Barrett	Cynthia Baker	Nanette Hill	Sharon Neal
Julie Bonial	Steve Bryant		Lynda Durham
David Broussard	Paul Fuselier		Theresa Coker
Chad Bynog	Jeff Johnson		
Sally Cowan	Toni Johnson		
Marianne Dore'	Deborah Randolph		
Tim Dousay	Jeff Ryan		
Charlie Dupont	Cindy Sayes		
Rich Dupree	Sara Stokes		
Larry George	Leona Venson		
Justin Giallonardo			
Bill Higgins			
Kevin Hood			
Ginger Humbles			
Haywood Joiner			
Paula Johnson			
Kashawna Jones			
Rose Killion			
Donald LaCombe			
Gary Nugent			
Lloyd Price			
Jimmy Sawtell			
Nolan Spillers			
Cyndi Szczespanski			
Shanna Worth			
Quorum Present	Yes 25 of 37	Chair* votes only to break a tie	



CALL TO ORDER

Chairperson, Rose Killion, called the meeting of the November 17, 2022, Rapides Parish Workforce Development Board to order. Rose asked for a roll call along with a quick update of each line of business. The above members and other attendees were present for the meeting.

Rose called upon Dr. Haywood Joiner for the Invocation

ANNOUNCEMENTS

Chairperson Rose Killion thanked Chancellor of CLTCC, Jimmy Sawtelle, for hosting the WDB meetings. Mr. Sawtelle gave an update on CLTCC. He advised everyone that the college will soon to begin a heavy equipment operator course and he encouraged everyone to reach out to him for more information. CLTCC is seeking accreditation from the Southern Association of Colleges and Schools. He will give an additional update at the February 2023 meeting.



GUEST SPEAKER:

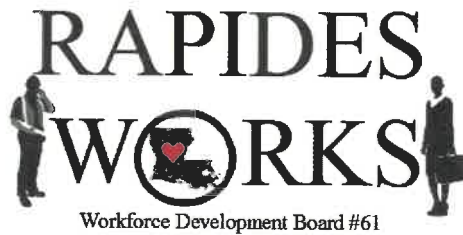


David Broussard, England Airpark Deputy Director, gave an update on construction and the airport. On December 15, 1992, England Air Force Base closed. This is a very significant year for the Airpark as the Authority is now celebrating its 30 -year anniversary.

The Airpark has four primary streams of revenue driving the operation of the facility:

1. Air Services - Coming out of COVID, the Airpark lost United Airlines, as did 70 other mid-size markets. They are working diligently to ensure that Delta and American flights are full and the routes are strong, to ensure the continued service in our area.
2. Commercial leases – 1,000,000 feet of commercial property.
3. Military - The largest lease that the Airpark services is with the U.S. Government, for the Intermediate Staging Base at Fort Polk. They currently lease 400 acres. This represents a huge revenue generator for the Airpark.
4. Residential housing units – includes multi-family houses, apartments, and a gated community that is operated by a third party entity.





The Airpark has 32 employees operate 4000 acres, split between the Airpark and the Airport. The Airport drives federal dollars, which in turn trickles down to the local economy. FY 23-24 almost 90 million in terms of spending.

AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of August 18, 2022

The Chairperson requested that the minutes from the last meeting on August 18, 2022 of the Workforce Development Board be reviewed and approved.

Exhibit #1: Minutes from WDB meeting August 18, 2022

Action: Motion

No Discussion.

On motion by Paula Johnson, seconded by Gary Nugent, with -0- nays, -0- abstained and 25 yes votes, the minutes from August 18, 2022 were approved.

2. LWDA 61 – Rapides Parish Workforce Development Board 2023 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.

Action: Motion

No Discussion.

On motion by Connie Baker, seconded by Sally Cowan, with -0- nays, -0- abstained and 25 yes votes Rapides Parish Workforce Development Board 2023 Meeting Schedule was approved.

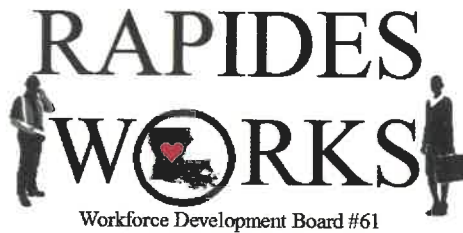
3. Renewal of One-Stop Operator

Louisiana State University at Alexandria was selected as the One-Stop Operator and entered into contract December 2020 and up for renewal for contract period January 1, 2023 through December 31, 2023. The contract was written for a period of one year with an option to renew the contract yearly for three years.

Exhibit # 3: Renewal of the One Stop Operator contract for January 1, 2023 through December 31, 2023.

Action: Motion

No Discussion.



On motion by Ginger Humbles, seconded by Cyndi Szczespanski, with -0- nays, -0- abstained and 25 yes votes Renewal of the One Stop Operator contract for January 2023 through December 31, 2023.

4. LWC Comprehensive AJC Certification Matrix Scoring Criteria

The Louisiana Workforce Commission's American Job Center (AJC) Certification is intended to ensure that every comprehensive AJC complies with key Workforce Innovation and Opportunity Act (WIOA) statutory and regulatory requirements. The Louisiana Workforce Commission has drafted a new matrix for your review.

Exhibit #4: AJC Certification Matrix Scoring Criteria

Action: Motion

No Discussion.

On motion by Rich Dupree, seconded by Kevin Hood, with -0- nays, -0- abstained and 25 yes votes AJC Certification Matrix Scoring Criteria was approved.

5. PY22/FY23 Budget Amendment #1 for Recaptured Funds from WIOA PY20/FY21

Request the Workforce Development Board to approve Amendment #1 to the Louisiana Workforce Commission (LWC) Contract #2000683938 to ratify recaptured funds of \$1,102,691. These funds will be used to allow our Workforce Professionals to continue to work in the case management for our Dislocated Worker Grant participants to ensure they find new employment.

Exhibit #5: PY22/FY23 Budget Amendment #1 for Recaptured Funds from WIOA PY20/FY21

Action: Motion

Exhibit #2: WIOA Budget

Action: Motion

No Discussion.

On motion by Lloyd Price, seconded by Gary Nugent, with -0- nays, -0- abstained and 25 yes votes for approval of the PY22/FY23 Budget Amendment #1 for Recaptured Funds from WIOA PY20/FY23.

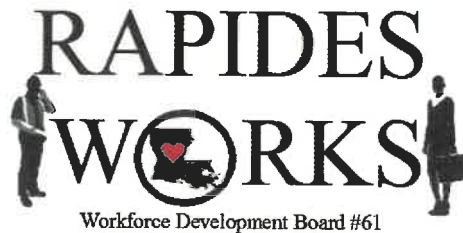
6. One-Stop Operator Monitoring

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 quarterly monitoring was completed on 08/04/2022 and signed by the WDB OSO Monitor, Paul Fusilier. This monitoring period covered PY22 1st Quarter (07/01/2022 – 09/30/2022).

Exhibit #6: 1st Quarter OSO Monitoring Report July – September 2022

Action: No Action required





7. 4th Quarter Performance Results (April-June 2022) by Local Workforce Development Area (LWDA)

Louisiana Workforce Commission has released the 4th Quarter Performance Results for PY21. The results are broken down by LWDA.

Exhibit #7: 4th Quarter Performance (April-June 2022) by LWDA

Action: No Action Required - For Information Only

8. Selection of WDB 61 Interim Director

Rapides Parish Police Jury unanimously appointed Sharon Neal as Interim OEWD/WDB 61 Director replacing former Director, Elaine Morace, due to November 2022 retirement. RPPJ will advertise to receive applications for permanent placement. We welcome Sharon to her new role. The announcement of a permanent replacement will be done at the February 2023 meeting.

Exhibit #8: RPPJ Minutes

Action: No Action Required - For Information Only

9. WDB Member New Appointment

New appointments were authorized by Mr. Craig Smith, the Rapides Parish Police Jury President. Charlie Dupont, Human Resource Manager at PlastiPak, will replace Justin Giallonardo representing D'Argent Companies. Donald LaCombe, Coordinator of Organizational Development at AFCO, will replace Julie Bonial with AFCO. Reappointments were authorized by Mr. Craig Smith, the Rapides Parish Police Jury President: Connie Baker, Cynthia Baker, Marianne Dore', Bill Higgins, Paula Johnson, Toni Johnson, Kashaswna Jones, Lloyd Price, Deborah Randolph, Jimmy Sawtelle, Steve Bryant, Rose Killion, Cyndi Szczepanski, Leona Venson.

Exhibit #9: Updated WDB Appointments

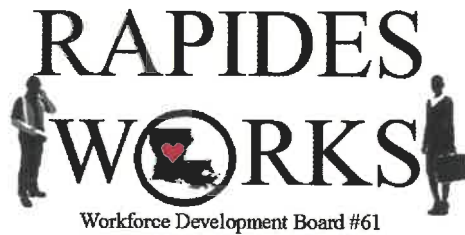
Action: No Action required - For Information Only

10. 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.

Exhibit #10: Ethics Training Correspondence dated January 01, 2022.

Action: No Action Required - For Information Only



REPORTS/UPDATES

1. Financial Report

Theresa Coker reviewed the financial information for each line of business.

Report #1.

2. Rapides American Job Center Report

Elaine Morace presented the quarterly Job Center Report.

Report #2.

INFORMATIONAL ATTACHMENTS

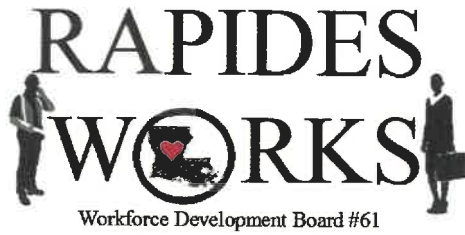
Commonly used acronyms-

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

Please take a moment to complete your satisfaction survey and leave it on the table or with Elaine or Sharon.





COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

Chairperson adjourned the meeting.

Workforce Development Board Chair

Date

