

CALL TO ORDER

Chairperson, Rose Killion, called the meeting of the May 18, 2023 Rapides Parish Workforce Development Board to order, **Quorum not met, no business conducted**. 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 CLTCC for hosting the WDB meetings. Chancellor Jimmy Sawtelle welcomed the board members and expressed his appreciation for how all the board members working together as a gathering of minds to better serve the community.



GUEST SPEAKER:

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Missy Grimmatt from the Louisiana Workforce Commission's Training and Technical Assistance Unit facilitated a training on Board Composition and Responsibility. Ms. Grimmatt explained that the board "Set the Vision" and should be actively involved. The board composition was discussed, and was explained that board should be made of up a business majority (50%) along with representatives from the workforce sector, higher education, adult education, Wagner-Peyser, and DCFS. Position or employment changes should be reported to the board chair, as it may affect their eligibility.

AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of February 16th, 2023

Background Information: The minutes from the last meeting of the Workforce Development Board need to be reviewed and approved.



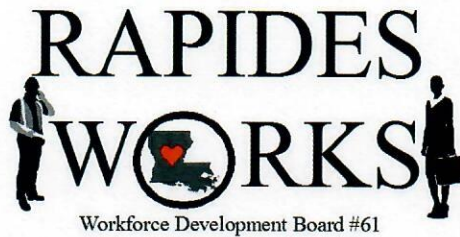


Exhibit #1: Minutes from WDB meeting February 16th, 2023

Action: No Action

2. New/Revised Policies and Procedures for WIOA

Background Information: The following policies have been revised:

- a. 100-08 Office Policies- This policy was revised to update office hours, dress code, and cell phone policy.
- b. 800-01-07 Relocation Policy- Policy establishing that the agency does not pay or reimburse staff or participant relocation costs.
- c. 100-10 Family Size/Family Income- Policy outlines family size and family income as it relates to participant eligibility.
- d. 400-07 Reemployment Services and Eligibility Assessment (RESEA)- Policy is obsolete as RACJ staff do not offer RESEA services. LWC staff handle all RESEA claims at this time.

Exhibit #2: Draft Policies

Action: No Action

3. Approval of RMLA 6 2020-2024 Combined Regional Plan Modification

Background Information: WIOA law and state policy required a combined regional/Local plan be modified and approved by the board. The RMLA 6 2020-2024 combined plan modification draft was posted to the Rapides Parish Police Jury (RPPJ) website, Office of Workforce Development page to provide the opportunity for public comment, as required by the Workforce Innovation and Opportunity ACT (WIOA). WIOA requires that the combined plan be posted for public comment for 30 days. The 30 day requirement was fulfilled on March 29, 2023, with no public comment received.

Exhibit # 3: Draft of RMLA 6 2020-2024 Combined Regional Plan Modification available upon request.

Action: No Action

4. Approval of WDB Chairperson to sign the Comprehensive Memorandum of Understanding (MOU) and allow board staff to issue MOU to required partner agencies for signature.

Background Information: The Workforce Innovation and Opportunity Act (WIOA) sec. 121(c)(1) requires the Local Board (Rapides WDB), with the agreement of the Chief Elected Official (CEO), to develop and enter into a Memorandum of Understanding (MOU) between the Local Board and the One-Stop Partners, consistent with WIOA sec. 121(c)(2), concerning the operation of the one-stop delivery system in a local area. Additionally, the sharing and allocation of infrastructure costs among one-stop partners is governed by WIOA sec 121(h), its implementing regulations, and the Federal Cost Principles contained in the Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR part 200. The Rapides WDB provides local oversight of workforce programming for the Local Workforce Development Area 61. The Comprehensive MOU between the Rapides Parish Police Jury, the Workforce Development Board and Local Workforce Area One-Stop Partners will be effective July 1, 2023 through June 30, 2026.



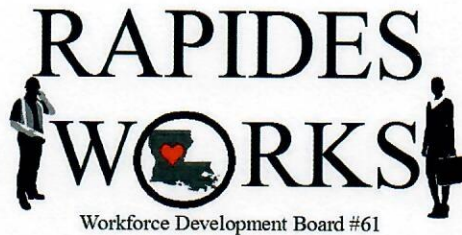


Exhibit # 4: Memorandum of Understanding

Action: No Action

5. LWDA 61 – PY22/FY23 Budget Transfer

Background Information: Request the Workforce Development Board to approve PY22/FY23 WIOA budget transfer of \$15,590.25 from PY22 Dislocated Worker Program Funds to PY22 Adult Program Funds. This transfer is to meet the workforce needs by expanding participation in scholarship training, for adults, in various in-demand occupations.

Exhibit #5: LWDA 61 – PY22/FY23 Budget Transfer

Action: No Action

ADDITIONAL INFORMATION

6. Selection of WDB 61 Director

Rapides Parish Police Jury appointed Sharon Neal as OEWD/WDB 61 Director at the March 13, 2023 session. We welcome Sharon officially as our new director.

Exhibit # 6: Rapides Parish Police Jury motion

Action: No Action Required- For Information Only

7. One-Stop Operator Monitoring

Background Information: 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 05/10/2023. This monitoring period covered PY22 3rd Quarter (01/01/2023 – 3/31/2023).

Exhibit #7: 3rd Quarter OSO Monitoring Report January-March 2023

Action: No Action required

8. Negotiated Performance Rates (PY22/PY23)

Background Information: Louisiana Workforce Commission has released the negotiated performance rates for PY22/PY23.

Exhibit #8: LWC Negotiated Rates

Action: No Action Required - For Information Only

9. The Louisiana Workforce Commission (LWC), Office of Workforce Development (OWD) Compliance Monitoring- PY 20/FY21

Background Information: The LWC, Office of Workforce Development Compliance and Monitoring Unit, completed an onsite monitoring review for Program Year 2020/ Fiscal Year 2021 of the WIOA Title I-Adult, Dislocated Worker, and Youth programs administered by LWDB 61 to determine if LWDB 61 is in compliance with the requirements of WIOA.



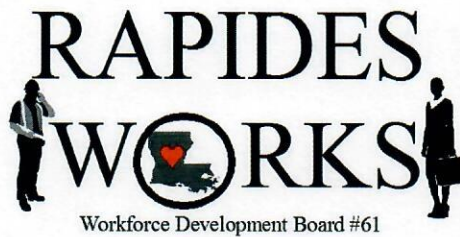


Exhibit #9: The Louisiana Workforce Commission (LWC), Office of Workforce Development (OWD) Annual WIOA Monitoring Report.

Action: No Action Required - For Information Only

10. The Rapides Foundation Grant Award to the Rapides American Job Center

Background Information: The Rapides American Job Center was approved to receive grant funding from The Rapides Foundation under the Reconnecting Cenla Program Grant in the amount of \$300,000 to support our Youth Empowerment Services (Y.E.S.) program.

Exhibit # 10: The Rapides Foundation approval letter

Action: No Action Required- For Information Only

11. Mandatory Ethics Training

Background Information: 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 #11: Ethics Training Correspondence dated January 1, 2023.

Action: No Action Required - For Information Only

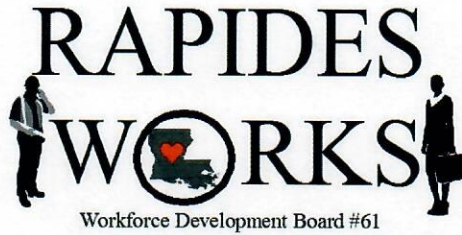
REPORTS/UPDATES

1. Financial Report
2. Rapides American Job Center Report

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 Sharon or Desiree.

COMMENTS OR QUESTIONS FROM FLOOR

ADJOURNMENT

Chairperson adjourned the meeting.

Workforce Development Board Chair

8-17-23

Date

