

**\*Business was NOT conducted during this meeting due to NOT making quorum**

**MINUTES**

**Workforce Development Board**

**Thursday, November 16, 2023 – 7:30 a.m.**

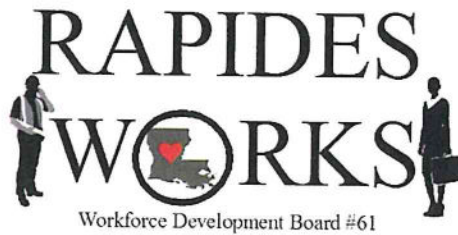
**Central Louisiana Community Technical College (CLTCC),**

**516 Murray Street, Alexandria, LA 71301**

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

<b>Members Present</b>	<b>Members Absent</b>	<b>Other Attendees/Guests</b>	<b>Staff</b>
Valerie Aymond	Connie Baker	Lisa Doney	Sharon Neal
Cynthia Baker	David Broussard	Betty Jo Gallant	Theresea Coker
Karyn Barrett	Steve Bryant		
Chad Bynog	Tim Dousay		
Sally Cowan	Paul Fuselier		
Marianne Dore	Larry George		
Rich Dupree	Kevin Hood		
Twanda Hamilton	Ginger Humbles		
Paula Johnson	Jeff Johnson		
Donald Lacombe	Hayword Joiner		
Jessica Paul	Kashawna Jones		
Larunda Pierce	Gary Nugent		
Cyndi Szczespakski	Lloyd Price		
Shanna Worth	Deborah Randolph		
Rose Killion- Chair	Jeff Ryan		
	Jimmy Sawtelle		
	Cindy Sayes		





	Nolan Spillars		
	Sara Stokes		
	Leona Venson		
Quorum Present	No 15/35	Chair* votes only to break a tie.	

**CALL TO ORDER**

Chairperson, Rose Killion, called the meeting of November 16, 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.**

**ANNOUNCEMENTS**

Chairperson, Rose Killion, thanked CLTCC for hosting the WDB meetings.



**GUEST SPEAKERS**



Betty Jo (BJ) Gallant will provide update on what is in store for Beacon Behavioral Health.

BJ is the marketer for Beacon Behavioral Health in Alexandria, an Intensive Outpatient Program. The program has multiple IOP programs for mental health. Beacon is looking to expand their services in 2024.

**AGENDA ITEMS**

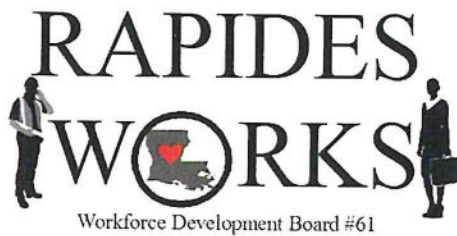
**1. Minutes from Workforce Development Board meeting of August 17, 2023**

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 August 17, 2023

**Action:** No Action





## **2. Renewal of One-Stop Operator Contract**

Background Information: Motion to approve renewal of One Stop Operator contract with LSU-A for another term. 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, 2024, through December 31, 2024. The contract was written for a period of one year with an option to renew the contract yearly for three years.

**Exhibit # 2:** One-Stop Operator Contract Renewal

**Action:** No Action

## **3. PY23/FY24 Budget Amendment #1 for Recaptured Funds from WIOA PY22/FY23**

Background Information: Request the Workforce Development Board to approve Amendment #1 to the Louisiana Workforce Commission (LWC) Contract #2000683938 to reflect 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 participants to ensure they find new employment.

**Exhibit #3:** PY22/FY23 Budget Amendment #1 for Recaptured Funds from WIOA PY20/FY21

**Action:** No Action

## **ADDITIONAL INFORMATION**

### **4. Subsequent Designation**

Background Information: Subsequent Designation certifies that the local area's performance levels are accurate and fiscal integrity has been sustained during the review periods PY2020 (7/1/2020 – 6/30/2022) and PY2021 (7/1/2021 – 6/30/2022). The application for Subsequent Designation will be presented to the Rapides Parish Police Jury at their regularly scheduled December meeting and the CEO is requested to sign the application before submission to LWC. This function must be completed every two (2) years.

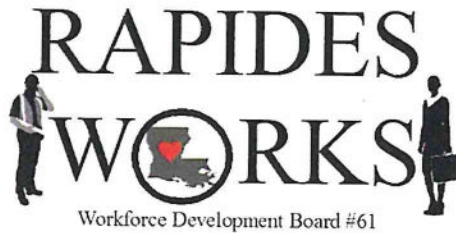
**Exhibit #4:** Subsequent Designation and Supporting Documentation

**Action:** No Action Required - For Information Only

### **5. One-Stop Operator Monitoring**

Background: 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 Fuselier. This monitoring period covered PY23 1<sup>st</sup> Quarter (07/01/2023 – 09/30/2023).





**Exhibit #5:** 1<sup>st</sup> Quarter OSO Monitoring Report July – September 2023

**Action:** No Action required - For Information Only

### **6. 4th Quarter Performance Results (April – June 2023) by Local Workforce Development Area (LWDA)**

Background Information: Louisiana Workforce Commission has released the Fourth Quarter Performance Results for PY22. The results are broken down by LWDA.

**Exhibit #6:** Fourth Quarter Performance (April– June 2023) by LWDA

**Action:** No Action Required - For Information Only

### **7. WDB Member New Appointment and Re-Appointments**

Background Information: New appointments were authorized by Mr. Joseph "Joe" Bishop, the Rapides Parish Police Jury President. Jessica Paul, Human Resources Talent, Plastipak Packaging, LLC., will replace Charlie Dupont. LaRunda Pierce, Career Tech Education Coordinator, Rapides Parish School Board, will replace Bill Higgins.

Rapides Parish Police Jury President, Mr. Craig Smith, approved the following re-appointments for those listed with effective termination dates of October 2023:

<u>Members (Reappointments)</u>	<u>New Term Dates</u>
Karyn Barrett	10/01/2023 – 10/01/2026
Larry George	10/01/2023 – 10/01/2025
Ginger Humbles	10/01/2023 – 10/01/2026
Kevin Hood	10/01/2023 – 10/01/2026
Gary Nugent	10/01/2023 – 10/01/2025
Nolan Spillers	10/01/2023 – 10/01/2026

**Exhibit #7:** Updated WDB Appointments

**Action:** No Action required - For Information Only

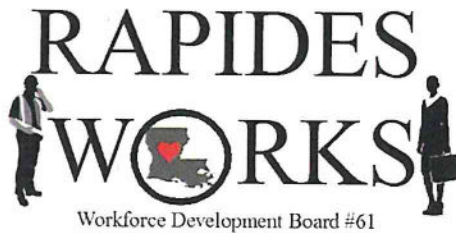
### **8. Youth Waivers**

Background Information: The Employment & Training Administration of the U.S. Department of Labor has approved two youth waivers. The first waiver approves the State's request to waive the requirement that the State expend 75 percent of Governor's reserve youth funds on Out-of-School Youth. The waiver allows the State to lower the expenditure requirement of Governor's reserve to 50% for Out-of-School Youth. This waiver is for PY2020 and PY2021. The second waiver approves the State's request to waive the requirement limiting Individual Training Accounts (ITA) to only Out-of-School Youth, ages 16-24. ITA's may be used for In-School-Youth ages 16-21 through June 30, 2022.

**Exhibit #8:** Correspondence Letter Louisiana Workforce Commission

**Action:** No Action required - For Information Only





## **9. 2021 Single Audit Report for Louisiana Workforce Development Area (LWDA) 61**

Background Information: The Louisiana Workforce Commission (LWC), Office of Workforce Development (OWD) Compliance and Monitoring Unit is in receipt of the 2021 Single Audit Report for Louisiana Workforce Development Area (LWDA) 61, which was prepared by Payne, Moore & Herrington, LLP pursuant to 2 CFR Part 200, Subpart F – Audit Requirements 200.501. The Compliance and Monitoring Unit has completed a review of the report and there were no findings noted in the Schedule of Findings & Questioned Costs section as it relates to the federal program awards administered through the Louisiana Workforce Commission.

**Exhibit #9:** LWDA Decision Letter

**Action:** No Action Required – For Information Only

## **10. 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 #10:** Ethics Training Correspondence

**Action:** No Action Required - For Information Only

## **REPORTS/UPDATES**

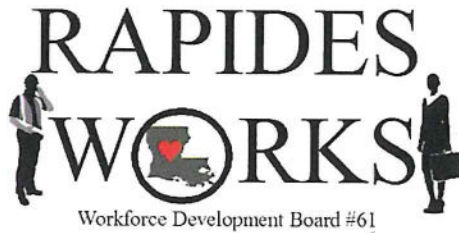
1. Financial Report
2. Rapides American Job Center Report

## **INFORMATIONAL ATTACHMENTS**

Commonly used acronyms-

<b>LWC</b>	Louisiana Workforce Commission
<b>OWD</b>	Office of Workforce Development
<b>NEG</b>	National Emergency Grant
<b>ETA</b>	Employment and Training Administration
<b>TEGL</b>	Training and Employment Guidance Letter
<b>LWDAs</b>	Local Workforce Development Areas
<b>IEP</b>	Individual Employment Plan
<b>UI</b>	Unemployment Insurance
<b>O*NET</b>	Occupational Information Network
<b>USDOL</b>	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**

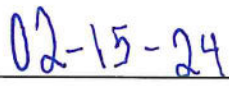
Please take a moment to complete your satisfaction survey and leave it on table or with Sharon.

**COMMENTS OR QUESTIONS FROM FLOOR**

**ADJOURNMENT**

Chairperson adjourned the meeting.

  
\_\_\_\_\_  
Workforce Development Board Chair

  
\_\_\_\_\_  
Date

