

## **CALL TO ORDER**

WDB Chairperson Rose Killion called the meeting and introduced guest speakers and opened the floor for them to present.

## **GUEST SPEAKERS**

Guest speakers, Corey Williams and Jacolby Westmore, with the Louisiana Workforce Commission spoke on and presented information regarding Labor Market Information.

WDB Chairperson Killion thanked the guest speakers and called the meeting of August 18th, 2024, Rapides Parish Workforce Development Board, to order. Ms. Killion asked for a roll call, along with a quick update of each line of business, and the above members and other attendees were present at the meeting. Ms. Killion called upon Jimmy Sawtelle to say a blessing over the meeting.

Dr. Jimmy Sawtelle said a blessing over the WDB meeting.

WDB Chairperson Killion Thanked Dr. Jimmy Sawtelle and CLTCC for allowing access to the venue to hold the meeting.



WDB Chairperson Rose Killion called on Theresa Coker to provide the Financial Report.

Theresa Coker explained the information contained within Report #1.

WDB Chairperson Rose Killion called on the WDB President Sharon Neal to provide the update on the 1<sup>st</sup> quarter report from the Job Center.

WDB President Sharon Neal explained the 1<sup>st</sup> Quarter Rapides American Job Center Report.

## **AGENDA ITEMS**

### **1. Minutes from Workforce Development Board meeting of August 15th, 2024**

It was requested that the minutes from August 15, 2024, of the Workforce Development Board be reviewed and approved.

**Exhibit #1:** Minutes from WDB meeting August 15, 2024

**Action:** Motion

No Discussion.

**On motion by Cyndi Szczespanski, seconded by Paul Fuselier, with -0- nays, -0- abstained and 18 yes votes, the minutes from August 15, 2024, were approved.**



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**2. Agreement between Chief Elected Official and Rapides Workforce Development Board**

It was requested for the Rapides Workforce Development Board Chairperson to sign the Agreement between Chief Elected Official and Rapides Workforce Development Board. The Agreement between Chief Elected Official and Rapides Workforce Development Board is signed when a new Chief Elected Official is selected by the Rapides Parish Police Jury. The agreement signifies the roles and responsibilities of the Office of Economic and Workforce Development as the fiscal agent and administrative entity, and the Workforce Operations Department as the provider of Title I Adult, Dislocated Worker, and Youth services authorized by the Workforce Innovation and Opportunity Act of 2014. This Agreement will be signed in February 2025.

**Exhibit #2:** Draft Agreement between Chief Elected Official and Rapides Workforce Development Board  
**Action:** Motion

No Discussion.

**On motion by Ginger Humbles, seconded by Paul Fuselier, with -0- nays, -0- abstained and 18 yes votes, it was approved for the WDB Chairperson to sign the Agreement between Chief Elected Official and Rapides Workforce Development Board.**

**3. One-Stop Operator Six Month Extension**

It was requested for the Rapides Workforce Development Board accept and approve the One-Stop Operator Six Month Extension. Louisiana Workforce Commission LWDA-61 Louisiana State University at Alexandria was selected as the One-Stop Operator and entered into contract December 2020. Louisiana Workforce Commission Monitoring team encouraged LWDB 61 to adjust the One-Stop Operator's contract to follow the Program Year cycle from July 1st until June 30th.

**Exhibit #3:** Signed One-Stop Operator Services Contract  
**Action:** Motion

No Discussion.

**On motion by Paul Fuselier, seconded by Lloyd Price, with -0- nays, -0- abstained and 18 yes votes, it was approved for the RWDB to accept and approve the One-Stop Operator Services Contract extension.**

**4. Procurement of One-Stop Operator**

It was requested that the Rapides Workforce Development Board accept for review the draft version of the Request for Proposals. This item is in draft form as there are pending LWC guidance that may adjust and change the RFP from it's current Draft version. WIOA Sec 121 (d)(1) and 20 CFR §678.605 state the One-Stop Operator must be competitively procured every 4 years. The competitive process must be based on the more stringent of either the Uniform Guidance 2 CFR 200.318 - .326 OR the State law procurement process. The minimum role of the OSO is to coordinate services provided by the partners and the service providers. The One-Stop Operator Contract period will be July 1, 2025 – June 30, 2026, with an option for the board to renew up to three additional one-year periods.



**Exhibit #4:** Draft of LWDA-61 Request for Proposal (RFP) for WIOA One-Stop Operator Services  
**Action:** Motion

No Discussion.

**On motion by Paul Fuselier, seconded by Larunda Pierce, with -0- nays, -0- abstained and 18 yes votes, it was approved for the RWDB accept for review the draft version of the Request for Proposals**

**ADDITIONAL INFORMATION**

**5. WDB New Member Appointment**

The Rapides Parish Police Jury President approved the appointment of Lafe Jones for the Economic Development slot of the Rapides Workforce Development Board.

**Exhibit #5:** WDB Appointment  
**Action:** No Action required - For Information Only

**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. This monitoring period covered PY24 1st Quarter (07/01/2024 – 09/30/2024).

**Exhibit #6:** 1st Quarter OSO Monitoring Report July - September 2024  
**Action:** No Action required - For Information Only

**7. Annual Performance Results for PY 2023 by Local Workforce Development Area (LWDA)**

Louisiana Workforce Commission has released the Annual Performance Results for PY23. The results are broken down by LWDA.

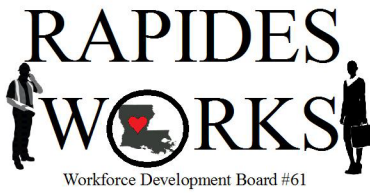
**Exhibit #7:** Annual Performance Results for PY 2023 by LWDA  
**Action:** No Action Required - For Information Only

**8. 4th Quarter Performance Results (April - June 2024) by Local Workforce Development Area (LWDA)**

Louisiana Workforce Commission has released the Fourth Quarter Performance Results for PY24. The results are broken down by LWDA.

**Exhibit #8:** Fourth Quarter Performance (April – June 2024) by LWDA  
**Action:** No Action Required - For Information Only





## 9. 4th Rapides Workforce Development Board 2025 Meeting Calendar

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.

**Exhibit #9:** 2025 Workforce Development Board Meeting Calendar  
**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 of 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 1, 2024  
**Action:** No Action Required - For Information Only

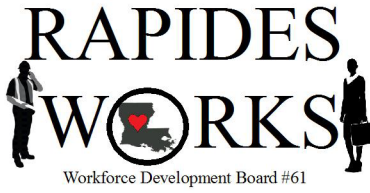
## No Action Required - For Information Only

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
<b>WARN</b>	Worker Adjustment and Retraining Notification Act
<b>LRS</b>	Louisiana Rehabilitation Services
<b>HIRE</b>	Helping Individuals Reach Employment
<b>DCFS</b>	Department of Children & Family Services
<b>MOU</b>	Memorandum of Understanding
<b>WDB</b>	Workforce Development Board
<b>FY</b>	Fiscal Year
<b>PY</b>	Program Year
<b>WIOA</b>	Workforce Innovation and Opportunity Act
<b>WIF</b>	Workforce Innovation Funds
<b>IWTP</b>	Incumbent Worker Training Program



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**COMMENTS OR QUESTIONS FROM CHAIR**

No comments or questions from the president

**COMMENTS OR QUESTIONS FROM FLOOR**

No comments or questions from the floor.

**ADJOURNMENT**

**On motion by Ginger Humbles, seconded by Cyndi Szczespanski, with -0- nays, -0- abstained and 18 yes votes, the November 14, 2024, Rapides Workforce Development Meeting was adjourned.**

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

\_\_\_\_\_  
Date

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