



MINUTES

Workforce Development Board

Thursday, November 14, 2024 – 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
Karyn Barrett	Connia Baker	Lindsay Green - CLTCC	Sharon Neal
Chad Bynog	Cynthia Baker		John Depril
Marianne Doré	Steve Bryant		Theresa Coker
Tim Dousay	Sally Cowan		Alisha Ferrington - OSO
Paul Fusilier	Larry George		Lindsay Kendrick - OSO
Ginger Humbles	Twanda Hamilton		
Paula Johnson	Kevin Hood		
Kashawna Jones	Haywood Joiner		
Lafe Jones	Gary Nugent		
Rose Killion	Nolan Spillers		
Donald Lacombe			
Jessica Paul			
Larunda Pierce			
Lloyd Price			
Deborah Randolph			
Jeff Ryan			
Jimmy Sawtelle			
Cyndi Szczespanski			
Shanna Worth			
Quorum Present	Yes 19 of 29	Chair* votes only to break a tie	



A proud partner of the
americanjobcenter
network



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 1st quarter report from the Job Center.

WDB President Sharon Neal explained the 1st 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.



A proud partner of the
americanjobcenter
network



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 its 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.



A proud partner of the
americanjobcenter
network



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 PY 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



A proud partner of the
americanjobcenter
network



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-

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



A proud partner of the
americanjobcenter
network



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

02/20/2025

Date

