

MINUTES

Workforce Development Board

Thursday, August 21, 2025 – 7:30 a.m.

Held at: Central Louisiana Community Technical College (CLTCC),

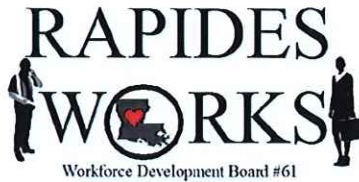
516 Murray Street, Alexandria, LA 71301

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

Members present	Members absent	Other Attendees / Guest	Staff
Bailey, Lauren	Baker, Cynthia	Lindsay Green - CLTCC	Sharon Neal
Baker, Connie	Barrett, Karyn	Erica Aaron – P&G	John Depril
Ballott, Pamela	Bryant, Steve	Hannah Morace - GSCC	Caitlin Wolff
Bynog, Chad	George, Larry		Jada Brown
Dore', Marianne	Nugent, Gary		Madison Marien - OSO
Dousay, Tim	Szczepanski, Cyndi		
Fuselier, Paul			
Hood, Kevin			
Humbles, Ginger			
Johnson, Paula			
Jones, Kashawna			
Jones, Lafe			
Killion, Rose			
Lacombe, Donald			
Palmer, Beth			
Paul, Jessica			
Pierce, Larunda			
Price, Lloyd			
Randolph, Deborah			
Ryan, Jeff			
Sawtelle, Jimmy			
Smith, Latonya			
Spillers, Nolan			
Worth, Shanna			
Quorum Present	Yes 24 of 30	Chair* votes only to break a tie	



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CALL TO ORDER

WDB Chairperson Ms. Killion called the August 21, 2025 Rapides Workforce Development Board meeting to order and requested Dr. Sawtelle to say a blessing over the meeting.

Dr. Sawtelle said a blessing over the WDB meeting.

Ms. Killion thanked Dr. Sawtelle and introduced the guest speakers, opening the floor for them to present.

GUEST SPEAKERS

Guest speakers, Ms. Wolff, Youth Empowerment Services, Ms. Brown, WIOA Youth Program, and Ms. Morace, Gulf Coast Social Services, presented and discussed their services currently being offered to young adults in the region.

WDB Chairperson Ms. Killion thanked the guest speakers and made a roll call and requested for attendees to provide a quick update of business from everyone present. The above members and other attendees were present at the meeting.

WDB Chairperson Ms. Killion thanked CLTCC for allowing access to the venue to hold the meeting.



WDB Chairperson Ms. Killion called on Mr. Depril to provide the Financial Report.

Mr. Depril explained the information contained within Report #1.

WDB Chairperson Ms. Killion called on the WDB President Ms. Neal to provide the update on the 4th quarter report from the Job Center.

WDB President Ms. Sharon Neal explained the 4th Quarter Rapides American Job Center Report.

AGENDA ITEMS

1. Minutes from Workforce Development Board meeting of May 15, 2025

It was requested that the minutes from May 15, 2025, of the Workforce Development Board be reviewed and approved.

Exhibit #1: Minutes from WDB meeting May 15, 2025

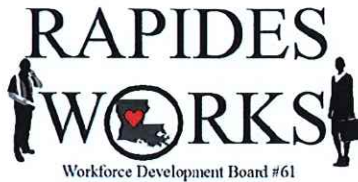
Action: Motion

No Discussion.

On motion by Mr. Fuselier, seconded by Mr. Price, with -0- nays, -0- abstained and 23 yes votes, the minutes from May 15, 2025, were approved.



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2. Subaward Grant Agreement to Rapides Parish Police Jury Under the Workforce Innovation and Opportunity Act (WIOA) for PY25/FY26 (7/1/25 – 6/30/26)

It was requested that the RWDB review and approve for signature the Subaward Grant Agreement to Rapides Parish Police Jury Under the Workforce Innovation and Opportunity Act (WIOA) for PY25/FY26).

Exhibit #2: No documents were attached as the Subaward Grant Agreement was distributed previously by e-mail.

Action: Motion

No Discussion.

On motion by Dr. Palmer, seconded by Ms. Pierce, with -0- nays, -0- abstained and 23 yes votes, it was approved for the Subaward Grant Agreement to be signed.

3. LWDA 61 – Funding Allocation Under the Workforce Innovation and Opportunity Act (WIOA) for PY25/FY26 (7/1/25 – 6/30/26)

It was requested for the RWDB review and approve the WIOA PY25/FY26 (7/1/25 – 6/30/26) budget as presented.

Exhibit #3: WIOA Budget

Action: Motion

No Discussion.

On motion by Mr. Fuselier, seconded by Ms. Humbles, with -0- nays, -0- abstained and 23 yes votes, it was approved for the RWDB to approve the WIOA Budget for PY25/FY26 (7/1/25 – 6/30/26)

4. Revised Rapides Workforce Development Board By-Laws

It was requested that the RWDB review and approve LWDA 61's RWDB's Modified By-Laws.

Exhibit #4: Revised Pages 4, 9-10, and 12 from the Rapides Workforce Development Board By-Laws

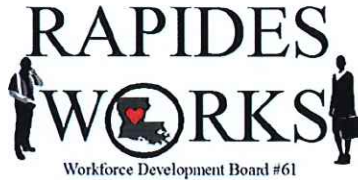
Action: Motion

No Discussion.

On motion by Mr. Hood, seconded by Ms. Baker, with -0- nays, -0- abstained and 23 yes votes, it was approved for the RWDB to accept the Rapides Workforce Development Board By-Laws



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5. Rapides Parish Workforce Development Board 2026 Meeting Schedule

It was requested that the RWDB review and approve LWDB 61's annual calendar of scheduled Workforce Development Board meetings for calendar year 2026.

Exhibit #5: 2026 Workforce Development Board Meeting Schedule

Action: Motion

No Discussion.

On motion by Mr. Jones, seconded by Ms. Pierce, with -0- nays, -0- abstained and 23 yes votes, it was approved for the RWDB to accept the 2026 Workforce Development Board Meeting Schedule

ADDITIONAL INFORMATION

6. WDB New Member Appointment

The Rapides Parish Police Jury President approved the appointments of Lauren Bailey with CLTCC, to the Rapides Workforce Development Board

Exhibit #6: Letters of Appointment from RPPJ to LWC

Action: No Action Required - For Information Only

7. 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 4th Quarter (04/01/2025 – 06/30/2025).

Exhibit #7: PY24 4th Quarter (04/01/2025 – 06/30/2025) OSO Quarterly Report.

Action: No Action required - For Information Only

8. LWDA 61 Regional/Local Plan Approval Letter

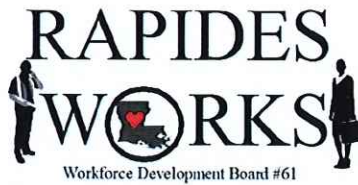
The WIOA requires local workforce development boards and chief elected officials to engage in regional and local workforce planning processes to prepare as well a submit regional plans for local areas. A Regional Plan is a four-year action plan to develop, align, and integrate service delivery strategies and resources among the multiple local workforce development areas in a given region. The substance of the Regional Plan is described at WIOA Section 106c (2) and 20 CFR 679.510.

Exhibit #8: LWDA 61 Regional/Local Plan Approval Letter

Action: No Action Required - For Information Only



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9. LWDA 61 Selection of One-Stop Operator

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 One-Stop Operator Contract was awarded to Louisiana State University of Alexandria for the term of July 1, 2025 – June 30, 2026, with an option for the board to renew up to three additional one-year periods.

Exhibit #9: No documents were attached as the One-Stop Operator Contract was distributed previously by e-mail
Action: No Action Required - For Information Only

10. 3rd Quarter Performance Results (January – March 2025) by Local Workforce Development Area (LWDA)

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

Exhibit #10: Third Quarter Performance (January – March 2025) by LWDA
Action: No Action Required - For Information Only

11. 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.

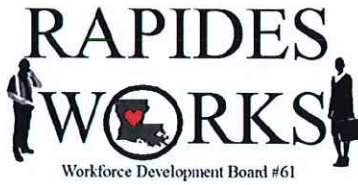
Exhibit #11: Ethics Training Correspondence dated January 1, 2025
Action: No Action Required - For Information Only

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



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COMMENTS OR QUESTIONS FROM CHAIR

Ms. Killion reminded all board members to complete the surveys and to leave their tent cards on the table.

COMMENTS OR QUESTIONS FROM FLOOR

No comments or questions were received.

ADJOURNMENT

On motion by Ms. Baker, seconded by Ms. Pierce, with -0- nays, -0- abstained and 23 yes votes, the August 21, 2025, Rapides Workforce Development Meeting was adjourned.

Workforce Development Board Chair

11/20/2025

Date



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