



**AGENDA**

**Workforce Investment Board**

Thursday, May 21, 2015 – 7:30 a.m.

Roy O. Martin Lumber Company, 2189 Memorial Drive, Alexandria LA

**CALL TO ORDER**



**GUEST SPEAKERS**

**Dr. Louis Mancuso**, a veteran international businessman, entrepreneur and marketing educator, has been named the Scott O. Brame/CLECO Endowed Chair in Entrepreneurship and Professor of Business at Louisiana State University of Alexandria. Previously, he was the Conrad Hilton Endowed Chair for Entrepreneurship at Xavier University of Louisiana and has taught at Tulane University, Loyola University, Florida State University and Southern University at New Orleans. Dr. Mancuso has authored numerous books and articles dealing with entrepreneurship, marketing, and computer simulation.

**1. APPROVAL OF MINUTES**

It is requested that the Executive Committee review and approve minutes for the February 12, 2015 meeting.

**Recommendation:** Approval

**Action:** Motion to Approve

**Exhibit #1:** Minutes – February 12, 2015

**2. WIB NEW Appointments**

Background Information: New appointments were authorized by the Rapides Parish Police Jury President, Mr. Richard Billings for **Sonia Chevallier**, the Director of Public Relations for Hayes Manufacturing Company, Inc. will represent private sector membership. **Catherine Cassels**, the Site Director for Sutherland Global will represent private sector membership.

Reappointments were authorized by Rapides Parish Police Jury President, Mr. Richard Billings, for those listed with effective termination dates between May and August 2015:

**WIB Members**

Tim Dousay  
 Anna Sweat

**New Term Dates**

08/05/15 – 08/05/17  
 05/23/15 – 05/23-17

**Youth Council**

Lisa Harris

08/05/15 – 08/05/17

**Recommendation:** Approval  
**Action:** Motion to approve New WIB Members appointments and re-appointments of WIB and Youth Council members as noted above.  
**Exhibit #2:** Updated WIB Appointments/Youth Council Roster

### **3. Workforce Investment Board Policy Changes**

Background Information: Changes which occurred this quarter include:

1. Modification to YouthBuild due to monitoring recommendations,
2. Modification to youth eligibility criteria for clarification,
3. New policy for assessments

**Recommendation:** Approval  
**Action:** Motion to approve  
**Exhibit# 3:** Policy 900-01(YouthBuild) and Procedure 900-01-01 (YouthBuild), Assessment Policy 600-01 and Procedure 600-01-01, Youth Eligibility Policy 500-02

### **4. LWIA 61 LaJET Contract Funding for Fiscal Year 2014/2015**

Background Information: Request the Workforce Investment Board ratify approval of the line item budget for the Louisiana Job Employment Training (LaJET) program for fiscal year October 1, 2014 – September 30, 2015 in the amount of \$220,777.00. This program provides Job Readiness Training for food stamp recipients.

**Recommendation:** Approval  
**Action:** Motion for the Board to ratify approval of the budget for the LaJET Program for FY 2014/2015 as presented.  
**Exhibit # 4:** LaJET FY 2014/2015 Budget

### **5. WIOA Implementation**

Background Information: The WIOA law will go into effect July 1, 2015. The new law requires changes to the Workforce Development Board (WIB's new name) composition, bylaws, etc. The WIB Director requests that the WIB authorize a team to develop and recommend needed changes to the Board to comply with WIOA.

**Recommendation:** Approval  
**Action:** Motion to approve team to recommend WIOA changes to WIB membership, bylaws, etc. to comply with WIOA.  
**Exhibit #5:** Supporting Pages from WIOA Law.

## **ADDITIONAL ITEMS**

### **6. 8<sup>th</sup> Annual Community-Wide Youth Job Fair 2015**

Background Information: The 8<sup>th</sup> Annual Community-Wide Youth Fair was held Tuesday, April 7, 2015 at the Alexandria Riverfront Center hosted by the Rapides Business & Career Solutions Center – Youth Empowerment Services (Y.E.S.), several partners, and those who contribute in-kind services. There were 44 employers in attendance and 150 job seekers.

**Recommendation:** For Information Only  
**Action:** None Required

### **7. Summer Youth Program 2015**

Background Information: The Summer Youth Employment Program (SYEP) will begin in May. The Youth Empowerment Services (YES) year round program is a structured program that offers employment and job skills. Youth are selected who meet age, residency, and income requirements and are placed with private or public employers for six weeks during the summer. With the available funding for the Summer Youth Program down from prior years, we will collaborate this year again with Sheriff William Hilton and his staff regarding our Summer Youth program. Collaboration and combined funding will result in a six week summer youth

program that will provide meaningful work experience where young adults will receive hands-on-training under a skilled supervisor. The participants of this program will learn how to make the most of their transferable skills from various enrichment opportunities such as Workplace Basics, Everyday Life Skills, Community Awareness, and on-site visits to local businesses.

**Recommendation:** For Information Only  
**Action:** None Required

### **8. 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 Investment Board members, WIB staff and Youth Council members are classified as public servants or public employees.

**Recommendation:** For Information Only  
**Action:** Recommend board members complete ethics training and send to RBCSC  
**Exhibit #6:** Ethics Training Correspondence dated January 13, 2015

## **REPORTS/UPDATES**

1. Financial Report
2. Rapides Business & Career Solutions Center Report

## **ADDITIONAL INFORMATION**

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>LWIAs</b>	Local Workforce Investment Areas
<b>IEP</b>	Individual Employment Plan
<b>UI</b>	Unemployment Insurance
<b>O*NET</b>	Occupational Information Network
<b>HIRE</b>	Helping Individuals Reach Employment
<b>USDOL</b>	United States Department of Labor
<b>WARN</b>	Worker Adjustment and Retraining Notification Act
<b>LRS</b>	Louisiana Rehabilitation Services
<b>DCFS</b>	Department of Children & Family Services
<b>MOU</b>	Memorandum of Understanding
<b>WIB</b>	Workforce Investment Board
<b>FY</b>	Fiscal Year
<b>PY</b>	Program Year
<b>WIA</b>	Workforce Investment Act
<b>WIF</b>	Workforce Innovation Funds
<b>IWTP</b>	Incumbent Worker Training Program
<b>WIOA</b>	Workforce Innovation and Opportunity Act

## **COMMENTS OR QUESTIONS FROM CHAIR**

## **COMMENTS OR QUESTIONS FROM FLOOR**

## **ADJOURNMENT**