

WORKFORCE DEVELOPMENT BOARD, WDA-20
REGULAR MEETING
JUNE 30, 2016

The Local Workforce Development Board met on June 30, 2016, at 11:00 a.m. at Don's Seafood Restaurant, Denham Springs, LA.

Hurst called the meeting of the WIOA - Local Workforce Development Board-20 to order. Roll call was taken by Charlotte Ferrara.

MEMBERS PRESENT

Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor, William Wainwright and CEO Robby Miller.

MEMBERS ABSENT

Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart.

VISITORS PRESENT

Rob Roux, LWC Executive Counsel; John Williams, LWC; Lori Callais, Livingston Parish Adult Education and Brenda Hurst.

BOARD STAFF

Tina Roper and Charlotte Ferrara

PROGRAM STAFF

A.C. Wilkinson, Program Director; Yvonne Ricks and Bryan Taylor

INTRODUCTIONS

Hurst introduced Chief Elected Official Robby Miller to the board. Mr. Miller addressed issues regarding the importance of Workforce Development in our ten parish area as well as throughout the state and changes made to the Board Director's position. He introduced and welcomed Tina Roper as the LWDA 20 Board Director. Miller asked if anyone had questions or comments. None were stated.

PUBLIC INPUT

None.

BOARD MEMBER OATH OF OFFICE

LWC Executive Attorney Counsel Rob Roux performed board members' Oath of Office swearing in prior to the meeting for those members who were not available at the February 18, 2016 meeting.

MINUTES OF THE FEBRUARY 18, 2016 MEETING

The February 18, 2016, meeting minutes were presented. Motion was made by Rosser, seconded by Taylor, to accept the minutes as presented.

Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor, William Wainwright

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: None

INITIAL REGION 2 WORKFORCE DEVELOPMENT REGIONAL/LOCAL PLAN

Roper reviewed and discussed the initial Region 2 Workforce Development Regional/Local Plan with board members. Roper stated that the plan as submitted would be submitted to the State as an initial draft. Roper continued by stating that the initial plan would be advertised for a 30-day comment period. Once the State reviews the initial plan and if any changes are necessary, these changes along with any comments received, would be incorporated into the final regional/local plan. The final plan would be presented to the Board for ratification at the August meeting then submitted to the State for their final approval. Roper stated the first portion of the plan addresses regional issues for LWDA's 20 & 21 and the back portion addresses each local area plan independently. Motion was made by Wainwright, seconded by Dugas, to approve the initial Region 2 Workforce Development Regional/Local Plan and submission to the State and to ratify and approve the final regional/local plan and submission to the state at the August meeting. Motion carried. Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor, William Wainwright

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: None

PY16/PY17 BUDGETS (Board, Fiscal/Program Administrative, Adult, Dislocated Worker and Youth)

Roper reviewed the Board, Fiscal/Program Administrative, Adult Dislocated Worker and Youth budgets with the Board explaining budget categories for each. Roper stated allocated funds were increased this year allowing more training to be awarded to eligible participants. Motion was made by Rosser, seconded by Ardoin, to approve the Board, Fiscal/Program Administrative, Adult Dislocated Worker and Youth budgets as presented. Motion carried. Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor, William Wainwright

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: None

LWDA-20 MEMORANDUM OF UNDERSTANDING AND COST ALLOCATIONS

Roper explained that with the LWIOA Program new MOUs and CAPS were necessary. Upon review of the initial MOU and CAP, motion was made by Clary, seconded by Shaheen, to approve the initial draft of the MOU and CAP. Motion carried. Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor, William Wainwright

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: None

REVIEW, CONSIDERATION & APPROVAL/NON-APPROVAL OF CONTRACTS

Bryan Taylor, LWDA 20 Youth Coordinator, gave an overview of the LSYOU and Youth Build youth contracts for review, consideration and/or approval/non-approval. Contract amounts are as follows:

LSYOU	\$180,000.00
Youth Build	\$121,671.00

Motion was made by Shaheen, seconded by Kaiser, to approve LSYOU contract as presented. Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: None

Motion was made by Ardoin, seconded by Tassin, to approve Youth Build contract as presented. Votes were as follows:

Yeas: Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin and Terry Taylor

Nays: None

Absent: Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart

Abstained: Wainwright

NOMINATING COMMITTEE REPORT

Hurst asked William Wainwright, Nominating Committee Chairperson, to present the committee's report. Wainwright stated that the nominating committee met via conference call and the committee's recommendations was that the present officers remain the same for the 2016-17 year. Questions were raised regarding term limits for officers. It was stated that the LWDA 20 Board By-Laws do not include term limits. Wainwright stated that if the Board

desired to include term limits, revisions would be necessary. With no further discussion, the floor was opened to other nominations. There being no other nominations, motion was made by Ardoin, seconded by Craft, to accept the nominating committee's recommendation for the following officers:

Chairperson	Mack C. Hurst
Vice-Chairperson	Glenda Shaheen
Parliamentarian	Skip Smart

Votes were as follows:

Yeas:	Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright
Nays:	None
Absent:	Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart
Abstained:	No

BOARD DIRECTOR'S REPORT

Roper thanked the members for their attendance and committed herself to the leadership of LWDA 20. She expressed her desire to work with each member and to assist in their area's workforce development needs. Roper presented expenditures, citing that in the future more funding dollars would be placed in training. Roper stated that the board office relocated and it is now at 305 North Oak Street, Hammond, LA 70401. The telephone numbers and email addresses would remain the same. Motion was made by Dowden, seconded by Gaudin, to approve the Board Director's report. Votes were as follows:

Yeas:	Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright
Nays:	None
Absent:	Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart
Abstained:	No

PROGRAM DIRECTOR'S REPORT

Wilkinson explained the 3rd Quarter Performance Report. He stated LWDA 20 exceeded 8 out of the 9 performance measures and met one. He also explained the Customer Flow Chart which reflects the number of customers that visits the career solution centers for assistance. Motion was made by Ardoin, seconded by Rosser, to approve Program Director's Report.

Votes were as follows:

Yeas:	Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright
Nays:	None
Absent:	Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart
Abstained:	No

CHAIRPERSON'S COMMENTS

Hurst not only thanked members for their meeting attendance but also for re-electing him as chairperson. He stated he will continue to be committed to do the best job possible to bring workforce development to the next level of excellence. Hurst stated he will continue to work to have a training session for board members. Roper committed to work on this.

Ardoin asked to have the By-Laws reviewed regarding the clarification of hiring duties between the Parish President and the Board. Miller stated in speaking with LWC State Director Bryan Moore, the By-Laws states that the CEO may give/delegate that authority. Miller stated that this authority had not been given in that past. Motion was made by Ardoin, seconded Dreher, to have the By-Laws reviewed concerning such. Motion carried. Votes were as follows:

Yeas:	Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright
Nays:	None
Absent:	Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart
Abstained:	No

ADJOURNMENT

As there was no further business, a motion was made by Fisher, seconded by Howell, to adjourn the meeting. Votes were as follows:

Yeas:	Joseph Ardoin, Donata Bolden, Jennifer Braly, Mike Clary, Jon Craft, Mike DiVincenti, Kevin Dreher, Lisa Dugas, Gayle Fisher, Julie Gaudin, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Janet Tassin, Terry Taylor and William Wainwright
Nays:	None
Absent:	Brian Dowden, Lisa Jones, Ronald LeBlanc and Skip Smart
Abstained:	No

Mack Hurst,
Chairman

/cf