

WORKFORCE DEVELOPMENT BOARD, WDA-20

REGULAR MEETING

August 17, 2017

The Local Workforce Development Board met on August 17, 2017, at 11:00 a.m. at Don's Seafood Restaurant, Denham Springs, Louisiana.

MEMBERS PRESENT

Joseph Ardion, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, John Craft, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, William Wainwright, Jason Dedon

Mr. Hurst welcomed Jeffrey Holeman our newest board member. Mr. Holeman is a private sector representative of Entergy and East Feliciana Parish.

Mr. Hurst shared with the board the tragic news of Mr. Michael Clary, a former board member whom lost his battle to cancer on May 29, 2017. The board shared a prayer on his behalf in a moment of silence.

MEMBERS ABSENT

Donata Bolden, Christy Corne, Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc.

GUEST:

Missy Cowart, Tangipahoa Parish Government

WIOA STAFF

Tina Roper, Charlotte Ferrara, Bryan Taylor and Pam Smith

PUBLIC INPUT

None

MINUTES OF THE MAY 18, 2017 MEETING

The May 18, 2017, meeting minutes were presented on this 17th day of August in the year of 2017. Motion was made by Mr. Ardois and Second by Mr. Kaiser accepting the minutes as presented.

Votes were as follows:

Yeas: Joseph Ardois, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, William Wainwright.

Nays: None

Absent: Donata Bolden, Christy Corne, Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc Abstained: None

EXECUTIVE SESSION

Mr. Hurst moved to enter Executive Session opening the floor to the Board for discussion regarding personnel issues. Motion was made by Ms. Shaheen and second by Mr. Smart to enter Executive Session.

Votes were as follows:

Yeas: Joseph Ardois, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, and William Wainwright.

Nays: None

Absent: Donata Bolden, Christy Corne, Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc

Abstained: None

Ms. Roper discussed informational material regarding post-retirement health insurance benefits for employees. She stated the Office of Louisiana Attorney General had been contacted regarding a legal opinion on payment responsibility of such benefits by the Tangipahoa Parish Government. Other Board policies were discussed. No action was taken.

EXECUTIVE SESSION ADJOURNED

After discussion by the full board, motion was made by Ms. Shaheen and second by Mr. Smart to adjourn the executive session.

Votes were as follows:

Yeas:	Joseph Ardoin, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, and William Wainwright.
Nays:	None
Absent:	Donata Bolden, Christy Corne, Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc
Abstained:	None

The meeting was re-opened to the public.

STEP GRANT

Ms. Roper stated the STEP Grant/Welfare to Work program operated by DCFF through LWC to the local areas were experiencing payment reimbursement issues. LWDA 20, as of the board meeting date, had not been reimbursed for outstanding invoices totaling approximately \$104,112.09. Ms. Roper stated that invoice payments were being held up by the DCFF Auditing Division. TPG issued a 30-day termination of employment notice to the one STEP staff employee located in Iberville parish due to reimbursement issues. Motion was made by Mr. Ardoin and second by Mr. Dedon to extend the grant through September with the clause to give Workforce Director Ms. Roper the authority to terminate the grant if payments are not received in full for services rendered. Motion carried.

Votes were as follows:

Yeas:	Joseph Ardoin,, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, and William Wainwright.
Nays:	None
Absent:	Donata Bolden, Christy Corne , Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc
Abstained:	None

BOARD DIRECTOR'S REPORT

- Ms. Roper introduced Bryan Taylor, Workforce Operational Manager, stating he will be housed in all centers.
- Pointe Coupee/East-West Feliciana Offices
 - Safety concerns: one employee in the Pointe Coupee office and two employees in the East/West Feliciana Office. Conversations regarding combining the two offices, sharing the staff and operation of offices between the parishes are being explored for feasibility and safety.
- Tangipahoa/St. Helena Center complete move tentatively scheduled by October 1st. Both buildings locations, Railroad Avenue and Market Street, scheduled to be rented for the month of September to ensure for a smooth transition of equipment, supplies, etc. The last week of September the center would be operated through a mobile unit located at the Railroad Avenue location provided by LWC.
- All center operational hours are 8:00-4:00 for all TPG employees and 7:30-4:00 for state employees.
- Statewide WIOA Technical Assistance Conference scheduled August 22-24, 2017. Ms. Roper stated she and other staff would be attending this conference.
- Ms. Roper stated updates to the WIOA policies are necessary. Members asked Ms. Roper to make necessary policy changes and submit to the board for discussion and review.

Motion was made by Mr. Craft and second by Ms. Shaheen, to accept the Director's report as given. Motion unanimously carried.

Votes were as follows:

Yeas:	Joseph Ardoin,, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, and William Wainwright.
Nays:	None
Absent:	Donata Bolden, Christy Corne , Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc
Abstained:	None

CHAIRPERSON'S COMMENTS

Mr. Hurst thanked Board Members for their attendance.

- 2018-2019 Officers. Mr. Hurst stated that a Nominating Committee would be formed to submit nominees for the upcoming year. Mr. Hurst asked for volunteers to serve as committee member and Mr. Wainwright to serve as chairperson. Mr. Wainwright, Mr. Dedon and Mr. Smart agreed to serve.


ADJOURNMENT

As there was no further business, a motion was made by Ms. Shaheen, seconded by Mr. Ardoin, to adjourn the meeting. Motion unanimously carried.

Votes were as follows:

Yeas:	Joseph Ardoin,, Jon Craft, Jason Dedon, Lisa Dugas, Gayle Fisher, Jeffery Holeman, Anthony Howell, Mack Hurst, Craig Kaiser, Ismary McLemore, Ronnie Rosser, Glenda Shaheen, Skip Smart, Janet Tassin, and William Wainwright.
Nays:	None
Absent:	Donata Bolden, Christy Corne, Michael DiVincenti, Brian Dowden, Julie Gaudin, Ronald LeBlanc
Abstained:	None

APPROVED:



Mack Hurst, Chairperson

/cf