

Minutes of the Local Workforce Development Board #40

Quarterly Meeting

Thursday September 3, 2020

12:05 p.m.

5696 I-49 Service Road

Opelousas, LA 70570

I. Call to Order

The Local Workforce Development Board #40 Meeting was called to order at 12:05 p.m. by Mr. Patrick Fontenot, Local Workforce Development Board #40 Chairperson.

II. Pledge of Allegiance

Mr. Patrick Fontenot led all members and guests in the Pledge of Allegiance.

III. Welcome-Mr. Patrick Fontenot, LWDB#40 Chairperson

Mr. Fontenot welcomed all members, staff, and guests to the meeting.

IV. Roll Call

Cecily Holland conducted the roll call. The attendance was as follows:

Present

Patrick Fontenot	Brenda Thibeaux	Amy Thibodeaux
Jason LeMaire	Michael Pritchard	Judy Bruno
Kay Miller	Joshua Sonnier	Nathaniel Chaisson
Norman Rene'	Tessa Brown	Regional Dupre
Suzanne Kidder	Mike Tarantino	Lynel Wilson
Craig Matthews		

Absent

Rebecca Shirley	Thomas Leblanc	Myron Berzas
Willie Singleton Guillory	Bob Manuel	Mike Ortego
Jennifer Burris	Patricia Cottonham	

Quorum: Yes

Guests in Attendance:

Jessie Ballard

Staff in Attendance:

Dr. Emma Bush	Cecily Holland	Billy Francis
Brenda Foulcard	Diane Goudeau	James Freeman

V. Moment of Silence for Hurricane Laura victims and Covid-19 victims

Mr. Patrick Fontenot asked for a moment of silence for all effected by Hurricane Laura and Covid 19.

VI. Welcome to New Parish President Jessie Ballard

Patrick Fontenot introduced the St. Landry Parish President, Jessie Ballard. Jessie Ballard received a heartfelt welcome for joining the board meeting. Mr. Ballard stated it was an honor to serve as the current parish president for St. Landry Parish, and work with this workforce board.

VII. Finance Committee Report

- Brenda Thibeaux presented the finance committee report. She stated that the Finance Committee meeting was held on Thursday September 3rd via conference call at 10:00 a.m. The meeting was called to order at 10:06 a.m. All three contracts were reviewed. Brenda Foulcard summarized the budget and the scope for the one-stop operator, adult, dislocated worker, and youth services contracts.
- The finance committee recommends approval from the board. Brenda Thibeaux made the motion the committee accept the finance report, and Joshua Sonnier second the motion.

VIII. RFP Contracts

- Amy Thibodeaux had a question about the ranking list of the contracts.
- Dr. Bush explained proposals were submitted on June 30th, a bidder's conference was on July 8th. Seven proposals were submitted. The proposals were given to the committee chaired by Jason Lemaire. The committee provided Mr. Lemaire with the results. South Louisiana Community College was selected as the One- Stop Operator, Eckerd Youth Alternative was selected for Youth services, and Adult & Dislocated Worker. Negotiations were held for three weeks, then the contracts were reviewed by the attorney. Dr. Bush then accepted any questions from board members.
- South Louisiana Community College; One-Stop Operator, \$1,442,671.75; Eckerd Youth Alternative, Youth Services, \$1,284,227; Eckerd Youth Alternative - Adult and Dislocated Worker \$3,215,480.
- Amy Thibodeaux asked about the dates falling in line with the procurement process. Dr. Bush explained negotiations were not built into the original schedule and the negotiation process was cyclical and the dates changed due to negotiations.
- What is the recourse of the board if you are not falling guidelines? Dr. Bush explained in the contract, you can consistently see the consequences if the organizations fail to meet the requirements. The contract is filled with accountability measures.
- Craig Matthews asked about the effective dates of the contract. Brenda Foulcard answered the question and stated the effective dates are November 2nd to June 30th. There is also the option of a three-year renewal.

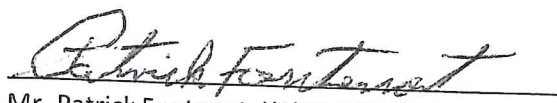
- Mike Tarantino asked which individual emailed the contracts? Dr. Bush explained Brenda Foulcard emailed all documents on Tuesday.
- Tessa Brown asked what is the process for renewal since the contract is only eight months? Brenda Foulcard explained the board evaluates the contractor and submits results to the One-Stop committee. Dr. Bush explained there is a fiscal and program evaluation of the contractor. The One-Stop Committee report then goes to the board and approving bodies to see if we would like to continue this contract.
- Craig Matthews asked if the contractor underperforms and there is a need to terminate, would the RFP process have to start again? Dr. Bush explained we would have to resolicit but if there is an emergency, we can do a sole source, where we identify someone to step in or the board could provide emergency interim activities.
- Tessa Brown asked when will the One- Stop Committee be formed? Patrick Fontenot explained the One-Stop Committee is on-going. Amy Thibodeaux asked who is on the One-Stop Committee? Jason Lemaire informed the committee there was not a One-Stop Committee since we started the RFP process. Craig Matthews made the motion to authorize approval of all three these contracts. Norman Rene second the motion. The motion carried.

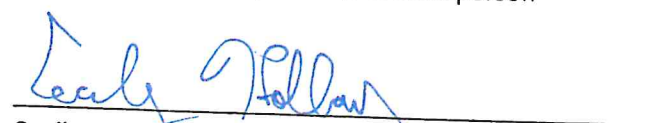
IX. Dr. Bush's Departure

- Patrick Fontenot informed the board about Dr. Bush's departure. Dr. Bush informed the board she would be leaving to serve as Deputy Director for the state under Secretary Ava Dejoie. Patrick Fontenot has been assured by Ava Dejoie; Dr. Bush will be available if needed. Chairman Fontenot then announced the upcoming search for a new director immediately. Dr. Bush has put a schedule in place, and she plans to assist with orientation of the new contractors. However, Dr. Bush is recommending Billy Francis as the Interim Director until the search has been completed. Dr. Bush plans to move forward with the Business Forum with participation from the state for this region. Candace Miles from St. Landry Parish Human Resources will be posting the position tomorrow afternoon. Norman Rene said it was an honor and pleasure to get to work with Dr. Bush and he is looking forward to working with Billy Francis. Jason Lemaire congratulated Dr. Bush as well, and said he is looking forward to working with Billy Francis.

X. Adjournment

- A motion to adjourn was made by Norman Rene and was second by Craig Matthews with no opposition or abstentions, all members were in favor and the motion carried and the meeting was adjourned at 12:55 p.m.


 Mr. Patrick Fontenot, LWDB #40 Chairperson


 Cecily Holland, LWDB #40 Recording Secretary