

**Minutes of the Local Workforce Development Board #40**  
**Quarterly Meeting**

**Wednesday, May 3, 2023**  
**10:00 AM**

**I. Call to Order**

The Local Workforce Development Board #40 Meeting was called to order at 10:00 AM by Amy Thibodeaux, Interim Chairperson.

**Pledge of Allegiance**

Amy Thibodeaux, Interim Chairperson led all members and guests in the Pledge of Allegiance.

**Roll Call**

Rita Patterson conducted the roll call. The attendance was as follows:

**Present**

Tessa Brown	Dianna Potter
Christina Johnstone	April Porterfield
James Foster	Michael Pritchard
Aaron Loupe	Crystal Romain
Craig Matthews	Amy Thibodeaux

**Absent**

Judy Bruno	Dianna Potter
Bobbie Decuir	Jennifer Stelly
Halli Kennerson	Mike Tarentino
Suzanne Kidder	Brenda Thibeaux
Jason Lemaire	James Trahan
	Chad Williams

**Quorum: Yes**

**Guest in Attendance**

Bruce Gaudin	Attorney	Kyler Kilmer	AWS Staff
Brenda Foulcard	AWS Staff	Colandra Authorlee	AWS Staff
Keidrian Kunkel	Eckerd	Germaine Simpson	SLCC
Stephen Broussard	AWS Staff	Lauren Trahan	Nehemiah Project
Phillip Streva	AWS Staff	Andre Perez	SLCC
Garrick Brown	AWS Staff	Rita Patterson	AWS Staff

## **2. Swearing-In of New Members**

Nathan Carbo  
Stacey Perrodin  
Dawnia Willis

## **3. Consent Items**

**Amy Thibodeaux called for a motion to approve the Consent Items. Craig Matthews made a motion to approve the Consent Items of February 1<sup>st</sup>, 2023. The motion was seconded by James Foster. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.**

## **4. Discussion Items**

4.1 Colandra Authorlee, Senior Quality & Control Specialist/EO Officer, presented information regarding EO/ADA onsite visits.

- It is now required that the Board be notified when there will be an EO/ADA monitoring.
- Was informed by the EO Division of Workforce for the state will be visiting the centers to make sure that all centers/buildings are adhering to ADA compliance. They are scheduled to visit July 6, 2023.
- This review is conducted every 2 years to make sure that the centers are handicap accessible.

4.2 Brenda Foulcard discussed the voting of board officers.

- By-Laws states that Officers shall be elected by a majority vote of the seated members present at the first LWDB meeting of the program year in odd numbered year.
- Elections will be conducted at the next quarterly meeting.
- Only Board Members from the private sector are eligible to serve as an officer.
- As stated in the By-Laws, members of the private serve a 3-year term and members from the public serve a 2-year term and the terms are staggered.
- The Parish President must approve the member that was voted into office.

## **5. Reports**

5.1 Executive Director Report presented by Brenda Foulcard, Workforce Director

- The state will receive a budget reduction of 23% at which a formula is used to determine the budget reduction amount.
- In the past 3 years the state has received a deduction from the federal government
- The Respiratory Training agreement with LSUE and Ochsner will begin in August 2023. This is a 3-year program where the participants will earn a stipend while learning the job and there will be a commitment for employment at the end of the training if the participant.
- The ACP Grant was awarded to AWS.

- Summer Youth Academy will host 100 participants enrolled in the Dual Program plus an additional 150-200 regular youth participants. They will work Monday-Wednesday. Thursday, they will be at SLCC, and Fridays, participants from all parishes will meet at U of L in Lafayette.
- Pivotal Moments, a transportation company from St. Landry Parish has agreed to transport the students from all parishes to U of L on Fridays.
- We have partnered with the Housing Authority of Lafayette to provide resources for training. The Housing Authority has approximately 600 units and 1,600 Section 8 units.

## 5.2 One-Stop Committee Report presented by Tessa Brown, Board Member

- Defined the purpose of the One-Stop Committee which is to look at the specific work of the contractor.
- Germaine presented the One-Stop Operator report.
- The board staff have implemented the kiosk machine and advertisement monitors in the Lafayette Center.
- Accessible devices have been made available for the Lafayette and St. Landry centers. A brief review of the functions of the equipment was presented.
- Currently working on a resource guide that will list the partners, food banks, community health and mental health agencies, walk-in clinics, etc. If it is not in the guide, there will be a link to the 232-help website so that it can be accessed from there.
- Keidrian Kunkel presented the service provider report.
- The staff is in the recruitment phase for summer Wex with a goal of 300 youth.
- The Entrepreneurial Program will begin in May with a cohort of 20 participants. This will allow the participants to have hands-on experience of operating a business.
- Changes were made in the Work Experience and Supportive Services Policies to include federal and state requirements.

## 5.3 Finance Committee Report presented by Brenda Foulcard

- Carry-over funds had to be exhausted by June 30, 2023.
- 80% of the budget must be spent with 20% of the budget being spent on training which consists of scholarships, ITA, OJT, and work experience.
- We are diligently working to meet the needs of special project requirements.
- The state stated they will be working on providing us with the dollar amount in the budget cuts by the end of May.
- If contracts or allocations are received before June 2023, a special call meeting will be held with the Finance Committee to discuss the new budget. Once completed, a special call meeting will be called with the Board to discuss the budget in July. We are requesting you allow us to continue the carry-over funds.
- The state received a 23% decrease for PY 23.
- We will aggressively be seeking grants for additional assistance and the recipient will be St. Landry Parish.
- The state has encouraged all the agencies to apply for all the grants that are available.

#### 5.4 Youth Committee report presented by Garrick Brown

- The committee is currently focusing on resources for the summer youth program. The committee is made up of community leaders in the 8-parish region.

#### 5.5 Occupational Forecast Committee report presented by Ryan Lagrange

- Ryan LaGrange provided an overview of the committee.
- The committee recommended 18 occupations with at least five openings over a four-month period for job orders, or 12 within 20 openings within a year to be added to LWDA 40 high-demand occupation list.

**Craig Matthews made a motion to approve the Finance Committee's report. The motion was seconded by Michael Pritchard. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.**

**Tessa Brown called for a motion to amendment of the Report Section on the Agenda to include the Business Committee Report. The motion was seconded by Michael Pritchard. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.**

#### 5.6 Business Services Committee report was presented by Michael Pritchard

- The committee concluded that a letter to potential employers should be drafted to explain what the focus of the jobs that they are offering should be.
- The committee will concentrate on outreach with all the chambers in our region by attending as many events as possible and providing information about WIOA and what it would mean in their business community.

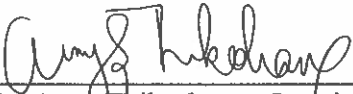
#### 6. Public Comments

- Lauren Womack from the Ticket-to-Work suggested utilizing Chase Bank and other agencies to provide free Financial Literacy to the youth program.

**7. Next meeting will be held August 2, 2023. Location to be announced.**

**8. There were no upcoming events announced**

**9. Meeting adjourned at 12:05 pm.**

  
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Ms. Amy Thibodeaux, Interim Chairperson

  
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Rita Patterson, LWDB #40 Recording Secretary