

Minutes of the Local Workforce Development Board #40
Quarterly Meeting

Wednesday, August 2, 2023

Local Workforce Development Board #40 Administrative Office
1638 Creswell Lane, Suite 1,
Opelousas, Louisiana 70570
10:00 AM

1. Call to Order

The Local Workforce Development Board #40 Meeting was called to order at 10:00 AM by Michael Pritchard sitting in for the Interim Chairperson Amy Thibodeaux.

Roll Call

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

Present

Tessa Brown	Stacey Perrodin
Christina Johnstone	Dianna Potter
James Foster	Michael Pritchard
Halli Kennerson	Crystal Romein
Suzanne Kidder	James Trahan
Craig Mathews	Chad Williams
Dawnia Willis	

Absent

Judy Bruno	April Porterfield
Nathan Carbo	Jennifer Stelly
Bobbie Decuir	Mike Tarantino
Jason LeMaire	Amy Thibodeaux
Aaron Loupe	

Quorum: Yes

Guest in Attendance

Brenda Foulcard	AWS Staff	Jessie Bellard	President (Zoom)
Garrick Brown	AWS Staff	Germaine Simpson	One-Stop
Rita Patterson	AWS Staff	Kedrian Kunkel	Eckerd (Zoom)
Phil Streva	AWS Staff	Lauren Trahan	NPAI
Colandra Authorlee	AWS Staff	Andre Perez	One-Stop
Kyler Killmer	AWS Staff	Ronald Darby	Rep. for Police Jury

2. Election of Officers

2.1 The floor was open for nominations of Chairperson by Brenda Foulcard, Workforce Development Director. Craig Mathews nominated Tessa Brown as Chairperson for the LWDB #40 Board of Directors. With no other nominations, it was seconded by Christina Johnstone. A motion was made by Mike Pritchard to approve Tessa Brown as Chairperson. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

2.2 The floor was opened for nominations of Vice Chairperson by Brenda Foulcard, Workforce Development Director. Tessa Brown nominated Jason Lemaire as Vice Chairperson for LWDB #40 Board of Directors. With no other nominations, it was seconded by Craig Mathews. A motion was made by Mike Pritchard to approve Jason Lemaire as Vice Chairperson. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

2.3 The floor was opened for nominations of Treasurer by Brenda Foulcard, Workforce Development Director. Dianna Potter nominated Stacey Perrodin as Treasurer for LWDB #40 Board of Directors. With no other nominations, it was seconded by Tessa Brown. A motion was made by Mike Pritchard to approve Stacey Perrodin as Treasurer. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

3. Consent Items

- Due to cuts at Ochsners, the Work Experience Policy was changed to define the policies to reflect our area.
- As a recommendation from the LWC Monitoring unit on the privacy policy, participant information shall not be placed in the same folder as all other documents for that participant.
- WIOA did receive a decrease in funding the prior year and this year, and position adjustments were made. Most of the prior year's adjustments were at the Contractor level; therefore, a request for approval is being presented for adjustments to eliminate two full-time and part-time positions at the Board level. Positions will be budgeted until September 30, 2023, or when funds are exhausted.
- The positions recommended for elimination will be offered a position with the ACP grant that was received on July 15.
- It is also recommended that the Business Services Rep.'s position be moved to the Service Provider contractor this current year and be revisited in the upcoming year.
- A motion was made by Craig Mathews that the Consent Items be approved and seconded by James Foster. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

4. Discussion Items

- **EO State Monitoring Report – Colandra Authorlee presented a brief update on the EO Training held by the State and visits to some of the centers. The monitoring staff visited some of the career centers and found that everything complied. Another training will be held on October 7, 2023. Board Members were invited and were asked to provide topics of interest that may be discussed during the training.**

5. Reports

Executive Director Report – presented by Brenda Foulcard, Workforce Development Director

- **State Monitoring was conducted for PY 21, and there were several findings. One finding was that we must keep the Board updated about term limits. The second finding was with the American Job Center Certification concerning performance and working with people with disabilities. The third finding was a question of cost and ineligibility. The costs were applied to dislocated workers when they should have been used for adults. The Board requested a copy of the responses that were submitted to LWC.**
- **The State has requested updated documents including the Memorandum of Understanding (MOU), etc. to be provided to them immediately. Melissa Grimmert with the State also elaborated on the requested documents.**
- **The State has accepted the Regional Plan.**
- **We serviced 286 youth in the 2023 Summer Work Experience for eight parishes, and 243 businesses assisted with the youth's employment.**
- **The Customized Respiratory Program will begin on August 16. Each participant will have a part-time faculty member to work with them individually; they will work at Ochsner, and at the end of the 3-year program, the participant will be hired by Ochsner.**
- **Re-tool Program, which partnered with SLCC and had 40 slots for plumbing, fiber optics, electrical, and H-VAC training, ended June 30, 2023.**
- **The dual program dealt with the high school participants, where work experience was added to the technical training provided by the school system ended June 30, 2023.**
- **Local Workforce 40 is in the process of locating a new building for the Acadia Career Center.**
- **A recommendation will be made to the State and the parish that the St. Mary Parish Career Center be open for two days in Morgan City and three days in Franklin.**
- **The workforce received the ACP grant on July 15, the Broadband Grant. The grant requires outreach and assistance to inform the public of the availability of broadband or internet services.**

- The Entrepreneur project was funded for 20 participants who were able to prepare a business plan, assigned a paid mentorship, and received a small start-up cost that ended June 30, 2023.

One-Stop Committee Report – presented by Germaine Simpson/Keidrian Kunkel

- The June 2023 program report was presented to the committee.
- By utilizing Vos Greeter, an accurate account of the number of customers serviced by the staff, the average time utilized when serving the clientele, the amount of time in the office, and the amount of wait time.
- Recap of the Summer Youth Program
- Overview of Service Provider's performance outcomes
- Reviewed the success story of a gentleman from Evangeline Parish who had a significant criminal background and enrolled in the CDL program and now can earn self-sufficient wages.

Finance Committee Report – Presented by Brenda Foulcard, Workforce Development Director.

- June 2023 financials were presented to the committee.
- Budgets for PY23-PY24 for the Board, One-Stop, and Service Provider were also presented.
- The Finance Committee and One-Stop will schedule a meeting to discuss how the RFP is to be presented. The RFP is scheduled for January 2024 and be in place by July 1st.

Public Comments

- Ronald Darby, Representative for the Vermilion Police Jury, provided a success story regarding the use of the utilization of services provided by the WIOA Summer Youth Program.
- Request from Board Members to utilize other devices instead of the cumbersome binders.

Next Meeting Date – Wednesday, November 1, 2023, and location to be announced.

Upcoming Events/ Updates/Reminders – None

Adjournment – 11:31 am



Tessa Brown, Chairperson



Rita F. Patterson, Recording Secretary