

Minutes of the Local Workforce Development Board #40
Quarterly Meeting

Wednesday, March 6, 2024

10:07 AM

**Acadiana Workforce Development (AWS) Office, 1638 Creswell Lane, Ste. 1,
Opelousas, LA 70570**

I. Call to Order

The Local Workforce Development Board #40 Meeting was called to order at 10:07 AM by Tessa Brown, Chairperson.

Roll Call

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

Present

Tessa Brown	Michael Pritchard
Nathan Carbo	Crystal Romein
James Foster	Amy Thibodeaux
April Porterfield	Chad Williams
Dr. Bobbie Decuir – via zoom	

Absent

Halli Kennerson	Jennifer Stelly
Jason LeMaire	Mike Tarantino
Aaron Loup	James Trahan
Craig Mathews	Dawnia Willis
Stacey Perrodin	Lauren Trahan

Quorum: No

Guest in Attendance

Brenda Foulcard	AWS Staff	Kedrian Kunkel	Eckerd
Garrick Brown	AWS Staff	Germaine Simpson	SLCC
Rita Patterson	AWS Staff	Andre Perez	SLCC
Brian Vidrine – Evangeline Parish President via Zoom			
Jessie Bellard – Parish President			
Leshawnda Milburn – Parish President Assistant			

2. CCI Piping System – Ms. Tessa Brown, HR Manager presented information about the and their hiring practices.

Swearing In New Member

- William LaBar, Vice President of CGI Technologies was sworn in as the newest Board Member of the LWDB #40 Board of Directors.
- Kevin Richard, President/CEO of Acadiana Plumber Association was sworn in as the newest Member of the LWBD #40 Board of Directors.
- Taylor Johnson, Senior Director, at Acadian Ambulance was sworn in as the newest Member of the LWBD #40 Board of Directors.
- Ricardo Williams, Training Manager, SNAP Employment & Training Program

Quorum: After the swearing in of 4 new members, there was a quorum.

Verbal Report – Brenda Foulcard, Workforce Development Director

- Mrs. Foulcard requested that the board review the state draft plan, and she stated that the local areas must have a regional strategy that includes the State Plan for WIOA.
- Mrs. Foulcard shared with the board some highlights of the pending reauthorization bill that moved to the Senate. One of the major changes is that 50% of the allocation will be for training, and those training dollars will be taken from the day-to-day operations.
- The state has scheduled LWDA 40 monitoring visits for PY22 and PY23 on March 18th. The PY19 and PY20 monitoring reports have not officially closed due to an appeal and a conclusion.
- We will be having our first Friday afternoon Coffee and Conversation event. Some topics that will be discussed with the public, organizations, our partners, and politicians are Putting People to Work, Matching Labor Marketing Readiness to Job Seekers, Defining Work Ready, Pay Wages to Self-sufficiency, and Engaging the Unemployed in the Workforce.
- A total Staff Meeting will be scheduled for March 20-21, 2024. Attendees will include contractors, partners in the job centers, and our exterior partners. We will discuss how to deliver services cohesively and friendly.
- Board Orientation will be held via Zoom.
- The first Board Orientation will be March 27th at 10:00 am and April 11th at 10:00 am.

Action Items

- **Action Item One (1)** – Minutes of the November 1, 2023, LWBD #40 Quarterly Board Meeting. Tessa Brown, Board Chair called for a motion to approve Consent Item One. James Foster made a motion to approve the minutes of November 1, 2023. The motion was seconded by April Porterfield. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.
- **Action Item Two (2)** – Request for Proposal (RFP) – The responsibility of the Board is to assist with this process so that goals and objectives are met. WIOA mandates an RFP every four years for one-stop services. A five-member RFP panel has been formed and consists of the Finance Chair, the Board Chair, a member representing the state, a State Workforce Director, and the One-Stop Chair. The panel reviewed the bid and made recommendations during the Joint Committee Meeting with the Finance Committee and

the One-Stop Committee for their approval to be forwarded to the Board to bid it out. The timeline is as follows: The RFP will be sent out on March 8; April 12, 2024, will be the Bidder's Conference; the deadline for posing questions on the webpage is April 19; the letter of intent should be submitted by April 26; May 2 will be the deadline for the RFP. The RFP panel will review and make their recommendations, and then it will be submitted to the Board on August 7. After the Board's approval, the CEO will have the final approval. Will have a contractor.

The information about the RFP is published in the local newspapers, it is placed on our website and the national workforce website and sent to bidders from our bidders list.

Tessa Brown, Board Chair called for a motion to approve Consent Item RFP. Amy Thibodeaux made a motion to approve the approve the RFP. The motion was seconded by Michael Pritchard with the stipulation review by the attorney. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

- Action Item Three – Budget Revision was presented.

Tessa Brown, Board Chair called for a motion to approve Consent Item Budget Revision. Amy Thibodeaux made a motion to approve the approve the Budget Revisions. The motion was seconded by Michael Pritchard. With no opposition or abstentions, all members were in favor and the motion was carried unanimously.

Discussion Items

Board Technology – A discussion was held on board members' use of tablets. The cost of providing paper notebooks is approximately \$1,600.00 per year. It was stated that Board Members can use their device or request a tablet, and we will pick them up at each meeting.

Reports

One-Stop Committee Report – presented by Michael Pritchard

- Provided information to the board on the services provided as the One-Stop Committee.
- Ms. Simpson highlighted the center visits for July 2023-January 2024 and July 2022 – January 2023.
- Ms. Kunkel shared information on the services of the contractor, outreach activities and success story.
- Mr. Pritchard provided a breakdown on the WIOA Adult, Dislocated Worker, and Youth performance and demographics.

Finance Committee Report – presented by Brenda Foulcard on behalf of Stacey Perrodin

- The committee met Wednesday, February 21st and the items discussed were the December financials and the RFP.
- Also discussed was the PY 23 budget revisions that were included in the Financial Packet.

Public Comments

- There are no Public Comments

Next Meeting Date Announced

- The next meeting date will be Wednesday, May 1, 2024, and the location will be announced later.

Upcoming Event/Updates/Reminders

- Ethics/Sexual Harassment Training
- Personal Financial Disclosure – Must be done by May 15, 2024, or there will be a personal fine that will be charged.

Adjournment

- The meeting was adjourned at 12:08 p.m.



Ms. Tessa Brown, LWBD #40 Chairperson



Rita Patterson, LWDB #40 Recording Secretary