



WORKFORCE DEVELOPMENT BOARD (WDB)
Serving Allen ~ Beauregard ~ Calcasieu ~ Cameron ~ Jefferson Davis ~ Vernon Parishes

AmericanJobCenter®

WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)



Chairperson: Ms. Sarita Scheufens ~ Vice-Chairperson: Mr. Brad Nelson ~ Secretary: Mr. Courtney Jacob
Economic Development: Ms. Michelle McInnis ~ Labor/Apprenticeship: Mr. Steve Gaspard ~ Private Business:
Disability Committee: Ms. Debra Jones ~ Youth Committee: Ms. Tommeka Semien

Local Workforce Development Area 51
Tuesday August 15, 2023
Meeting: 10:00 AM

We Put People to Work!

American Job Center
2424 3rd Street
Lake Charles LA

DRAFT WDB Executive Meeting Minutes

1. Call to Order by Chairperson or Appointee and Roll Call by WDB Planner

Chairperson: Ms. Sarita Scheufens Present
Vice-Chairperson: Mr. Brad Nelson Absent
Secretary: Mr. Courtney Jacob Present
Economic Development: Ms. Michelle McInnis Present
Labor/Apprenticeship: Mr. Steve Gaspard Present
Private Business: Vacant
Disability Committee: Ms. Debra Jones Absent
Youth Committee: Ms. Tommeka Semien Present

(a) **Announcement regarding quorum. There was a quorum of 5 Board members.**

2. Consideration on transfer of funds from the Dislocated Worker funding stream to the Adult funding stream.

(1) Explanation by the WDB Director and Crystal Scott.

The motion was made by Tommeka Semien to authorize the request to transfer funds from the Dislocated Worker funding stream to the Adult funding stream. Seconded by Michelle McInnis. Vote all I.

3. Consideration to suspend Enrollments and Support Services in the Adult Funding Stream until October 1, 2023.

a. Consideration to resume enrollments with slot levels based on availability of funding as well as suspending the transportation supportive services until further notice in the Adult Funding Stream.

The motion was made by Michelle McInnis to suspend Enrollments and Support Services in the Adult Funding Stream until October 1, 2023. Second by Courtney Jacob. Vote all I.

4. Consideration to fiscal year.

a. **2023-2024 Allocation amount revised to \$129,129.19.**

The motion was made by Sarit Scheufens to approve One Stop Operator Contract Modification and Revised Budget Updates for 2023-2024. Second by Michelle McInnis. Vote all I.

5. Adjournment

All Business Conducted, Saria Scheufens declared the meeting adjourned at 10:37 AM.

Respectfully Submitted
Donnafaye Moss, WDB Notetaker