



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. Tommeke Semien

Local Workforce Development Area 51
 Thursday February 1, 2024
 Meeting at 12:00 PM

We Put People to Work!

American Job Center
 2424 3rd Street
 Lake Charles LA

AGENDA

1. Call to Order, Pledge of Allegiance, Roll Call

			2024	2024	2021				2022				2023				2024				
			Ethics Training	Financial Disclosure	Jan 6	May 25	Jun 24	Sep 24	Jan 27	May 12	Jul 28	Sep 22	Jan 26	Apr 27	Jun 22	Oct 12	Feb 1				
Private Sector Members																					
1	Ms. Jennie Stevens	2026	4/27/2023					P	P	P	A	P	P	P	P	A					
2	Mr. James Feulner	2026	8/2/2023													A	A				
3	Mr. Dale Logan	2026			A	A	P	P	P	P	A	P	A	A	P	A					
4	Ms. Tristian Hager	2026	12/28/2023														P				
5	Mr. Brad Nelson	2024	5/12/2023	5/12/2023	P	P	A	P	P	P	P	P	P	P	P	P	A				
6	Ms. Christina Detiveaux	2026	5/1/2023	5/15/2023	P	P	P	P	P	P	P	P	P	P	P	A	P				
7	Ms. Sarita Scheufens	2024			P	A	P	P	P	P	A	P	A	P	P	P					
8	Mr. Daniel Campbell	2024	10/19/2023	10/19/2023	P	A	P	P	A	P	P	P	P	P	P	P	A				
9	Mr. Boyd Sockrider	2026	8/2/2023	5/15/2023	A	A	A	P	A	A	P	P	P	P	P	P	A				
10	Ms. Ruth Carnes	2024	4/14/2023	5/9/2023	P	P	P	P	P	P	P	P	A	P	P	P					
11	Mr. Lonnie Harper	2024	1/24/2024		A	A	A	P	P	P	A	A	P	P	P	A	A				
12	Ms. Donna Bailey	2024			A	P	A	P	A	A	A	P	P	A	A	A					
13	Ms. Rebecca Coward	2025	1/23/2023	5/1/2023								P	P	P	P	P					
14	Ms. Kelli Beavers	2024		5/15/2023	P	P	P	P	P	P	A	A	P	P	P	A					
15	Mr. Rand Alford	2026	5/15/2023	5/15/2023	P	P	P	P	P	P	A	A	A	P	A	P					
16	Mr. Logan Morris	2025						A	P	A	A	A	P	P	A	A					
17	Ms. Debra Jones	2026		5/15/2023	P	P	P	P	P	A	P	A	P	P	P	P					
Public Sector Members			Ethics Training	Financial Disclosure	Jan 6	May 25	Jun 24	Sep 24	Jan 27	May 12	Jul 28	Sep 29	Jan 26	Apr 27	Jun 22	Oct 12					
1	Dr. David Lafargue	2025										P	A	A	A	P	P				
2	Ms. Tommeke Semien	2026	1/11/2024		P	P	P	P	P	P	P	P	P	A	P	P					
3	Ms. Wendy Tyler Hensley	2026	5/26/2023													P	P				
4	Mr. Steve Gaspard	2024	8/14/2023	8/14/2023	P	P	A	P	P	P	A	P	P	A	A	P					
5	Mr. Richard Paulk	2025			A	A	A	A	A	A	P	P	P	A	P	P					
6	Ms. Teri Johnson	2026			P	A	A	A	P	P	A	P	P	A	A	A					
7	Mr. Courtney Jacob	2025	5/14/2023	5/8/2023								P	P	P	P	P					
8	Mr. Brian Teegardin	2024	3/28/2023	3/29/2023	P	P	P	P	P	P	P	P	P	P	P	P					
9	Mr. Harold Beard	2025	1/19/2024		A	A	P	P	P	A	P	P	P	P	A	P					
10	Ms. Michelle McInnis	2025	12/15/2023	4/27/2023								P	P	P	P	A	P				
11	Ms. DeAnna Binning	2025						P	P	P	P	A	A	A	P	P					
12	Ms. Cassie Henry	2025			A	P	P	A	P	P	A	P	A	A	A	A					
13	Ms. Janice Breland	2025	05/10/2023		P	P	P	A	A	P	P	A	P	P	A	A					
14	Ms. Faith Hooks	2025			P	P	A	A	A	A	A	P	A	A	A	P					
15	Ms. Jacqueline Reviel	2025			P	P	P	A	P	A	A	A	P	P	A	P					
PJ	Mr. Mike Smith	Rep Dis. 02			P	A	P	A	A	A	P	A	A	P	A	A					
PJ	Mr. Tony Stelly	Rep Dis. 10			A	A	A	A	A	A	A	A	A	A	A	A					

(1) Announcement regarding quorum (minimum of 17 of 32 members) A quorum of _____ Board members present.

- (2) WDB MEMBER UPDATES:
New Appointments:
- (3) PERSONAL FINANCIAL DISCLOSURE STATEMENTS: *Please be sure to advise when completed so we can add you to documentation.
Tier 1, Tier 2, Tier 2.1, and Tier 3 ANNUAL personal financial disclosure statements **DUE MAY 15, 2024**. To access the personal financial disclosure, use the following link: <https://ethics.la.gov/personalfinancialhome.aspx>
- (4) ANNUAL STATE ETHICS TRAINING FOR 2024 IS NOW UNDERWAY.
Please access the Internet address at: <https://laethics.net/EthicsTraining>

IF YOU HAVE TAKEN THIS TRAINING BEFORE, YOUR INFORMATION IS MAINTAINED

- Enter the username and password that you used this past year.
- If you have forgotten your username, click on the button "Forgot Password," and you will be instructed to change it.
- Then you must enter your username and the new password to "Log in"

IF YOU ARE A NEW USER

If you are new, select "Register (New User)" and fill out the information on the page provided.

- Then click on "Continue to Training."
- You will come to the page for Available Training Courses.
- You should click on "Ethics Training for Board Members."
- The Name of the Board is the "Workforce Development Board 51"
- You can take the three (3) sessions all together or separately. Click on Session 1 and listen. Follow the prompts for "Play," and the questions are answered with "true" or "false."
- When you finish all three (3), you must download your certificate by Clicking on "Download Certificate," selecting "Save target as," and designate in your computer where you want to save it. You can also name it.
- Then you can print it.
- Certificates must be forwarded to WDB Staff Donnafaye Moss (dmoss@lwia51.com) so that they can be forwarded to the Calcasieu Parish Police Jury.
- The date you complete the training appears on the Agenda for the Board meeting.
- I keep a copy of your 2022 certificate in the Ethics Folder.

ETHICS TRAINING IS AN ANNUAL MANDATORY REQUIREMENT and should be completed by December 31st.

- (5) Work Experience Worksites for a WIOA eligible youth: WIOA can pay their salary for up to 6 months at entry-level or minimum wage rate. (If you know an eligible youth you could train, that would be even better.) For eligible youth ages 16-24, Contact Ms. Dayna Hoffpauir at 337-721-4010, Ext. 5018. For Adults or Dislocated Workers, contact Ms. Myra De LaCroix at 337-721-4010, Ext. 5005.
- (6) On-the-Job Training (OJT) Worksites: If you have a position wherein you provide in-house training, and the individual is eligible for WIOA services, WIOA can reimburse the employer up to 50% of the wages paid for training for up to 6 months. Please contact Ms. Gwen Guillory for additional information at 337-721-4010, Ext. 5009.
- (7) Adult Mentors: Mentor youth ages 16-24 (determined to need the service) for 12 months. For more information, please contact Ms. Dayna Hoffpauir at 337-721-4010, Ext. 5018.

2. Consideration for Add-on Agenda Items:

Motion for Add-on Agenda Items: 2nd Call for public comment twice. Vote

3. Consideration of Draft Minutes from the October 12, 2023 meeting.

Motion to approve draft minutes from the October 12, 2022 Meeting.: 2nd Vote

4. Consideration on WIOA Fiscal Matters

a. Expenditure Report: Ms. Betty Washington

Motion on WIOA Fiscal Expenditure Report:

2nd

Vote

5. Consideration to approve added and revised policies.

a. New policies:

1. Allowable Cost
2. Tracking and Reporting Mandated Youth Expenditures

b. Revised Policies

1. Youth Work Based Training Policy
2. Supportive Services Policy

Motion:

2nd

Vote

6. Consideration to approve revised WDB Bylaws.

a. Meeting date changes.

Motion:

2nd

Vote

7. Program Updates & Reports:

- a. American Job Center One-Stop System – Ms. Nypheteria Clophus
- b. Adult & Dislocated Worker Programs – Ms. Myra De la Croix
- c. Youth Program – Ms. Dayna Hoffpauir
- d. Business Services – Mrs. Crystal Scott:

8. Information and updates- Stephanie Seemion

- a. Approved Funds Transfers
- b. Monitoring documentation submitted

9. DCFS Presentation-SNAP Employment and Training (SNAP E&T)

Tammy Wallace

10. Adjournment: Be sure you have added your name to the sign-in sheet.

Upcoming Meetings:

(Please pencil in these dates on your calendar):

April 25, 2024

*July 25, 2024 (tentative)

*October 24, 2024 (tentative)

All Business Conducted, _____ declared the meeting adjourned at _____ AM | PM.