



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
 Thursday July 25, 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

	MEMBERS		2024		2022				2023				2024		
			Ethics Training	Financial Disclosure	Jan 27	May 12	Jul 28	Sep 22	Jan 26	Apr 27	Jun 22	Oct 12	Feb 1	APR 25	JUL 25
Private Sector															
1	Ms. Jennie Stevens	2025	5/6/2024	4/3/2024	P	P	A	P	P	P	P	A	A	P	
2	Mr. James Feulner	2026	8/2/2023	4/25/2024								A	A	P	P
3	Mr. Dale Logan	2026	02/12/2024	02/14/2024	P	P	A	P	A	A	P	A	P	P	
4	Ms. Tristian Hager	2026	12/28/2023									P	P	A	
5	Mr. Brad Nelson	2027	5/12/2023	5/12/2023	P	P	P	P	P	P	P	A	A	P	
6	Ms. Christina Detiveaux	2026	5/3/2024	5/3/2024	P	P	P	P	P	P	A	P	P	P	
7	Ms. Sarita Scheufens	2027	5/3/2024	5/3/2024	P	P	A	P	A	P	P	P	P	P	
8	Mr. Tommy Soileau	2027													
	Mr. Daniel Campbell	2024	4/23/2024	10/19/2023	A	P	P	P	P	P	P	A	P	P	
9	Mr. Boyd Sockrider	2026	8/2/2023	5/15/2023	A	A	P	P	P	P	P	A	P	A	
10	Mr. Roger Mallett	2027													
	Ms. Ruth Carnes	2024	4/1/2024	5/9/2023	P	P	P	P	A	P	P	P	P	A	
11	Mr. Lonnie Harper	2024	1/24/2024		P	P	A	A	P	P	A	A	A	P	
12	Ms. Karri Broussard	2027													
	Ms. Donna Bailey	2024			A	A	A	P	P	A	A	A	A	A	
13	Ms. Rebecca Coward	2025	4/24/2024	5/14/2024			P	P	P	P	P	P	P	P	
14	Ms. Kelli Beavers	2027		5/15/2023	P	P	A	A	P	P	P	A	P	A	
15	Mr. Rand Alford	2026	5/2/2024	5/2/2024	P	P	A	A	A	P	A	P	P	P	
16	Mr. Logan Morris	2024			P	A	A	A	P	P	A	A	A	P	
17	Ms. Debra Jones	2026	03/04/224	03/12/2024	P	A	P	A	P	P	P	P	P	P	
Public Sector															
			Ethics Training	Financial Disclosure	Jan 27	May 12	Jul 28	Sep 29	Jan 26	Apr 27	Jun 22	Oct 12	Feb 1	APR 25	JUL 25
1	Dr. David Lafargue	2025	3/7/2024				P	A	A	A	P	P	P	P	
2	Ms. Tommeka Semien	2026	1/11/2024		P	P	P	P	P	A	P	P	P	A	
3	Ms. Wendy Tyler Hensley	2026	5/26/2023								P	P	A	P	
4	Mr. Steve Gaspard	2027	8/14/2023	8/14/2023	P	P	A	P	P	A	A	P	P	A	
5	Mr. Richard Paulk	2025			A	A	P	P	P	A	P	P	A	A	
6	Ms. Teri Johnson	2026			P	P	A	P	P	A	A	A	P	A	
7	Mr. Courtney Jacob	2025	5/14/2023	5/8/2023			P	P	P	P	P	P	P	P	
8	Mr. Brian Teegardin	2027	2/8/2024	2/8/2024	P	P	P	P	P	P	P	P	P	P	
9	Mr. Harold Beard	2025	1/19/2024		P	A	P	P	P	P	A	P	A	P	
10	Ms. Michelle McInnis	2025	12/15/2023	3/9/2024			P	P	P	P	A	P	A	P	
11	Ms. DeAnna Binning	2025			P	P	P	A	A	A	P	P	A	P	
12.	Dr. Wendi Palermo	2025	04/03/2024	4/3/2024											A
13	Ms. Janice Breland	2025	05/10/2023		A	P	P	A	P	P	A	A	A	A	
14.	Ms. Randy Whetstine	2025													A
15	Ms. Jacqueline Reviel	2025			P	A	A	A	P	P	A	P	A	A	
PJ	Mr. Mike SmithRep Dis. 02				A	A	P	A	A	P	A	A	A	A	
PJ	Mr. Tony StellyRep Dis. 10				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:

Board resignations: Raymond D. Campbell, Donna Bailey, Ruth Carnes, Lonnie G. Harper, Richard Paulk

New Appointments: Mr. Roger Mallett, Mr. Tommy Soileau, Ms. Karri Broussard

NEW BOARD MEMBER NOMINEES

If you desire or know someone who would like to become a member of the WDB, contact your nominating agency and make your wishes known. If you are uncertain who your nominating agency is, please contact Donnafaye Moss (dmooss@lwia51.com).

(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 (dmooss@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 2024 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 April 25, 2024 meeting.

Motion to approve draft minutes from the April 25, 2024 Meeting.: 2nd Vote

4. Executive Meeting Recap: Mrs. Stephanie Seemion

a. Budget Modification- Betty Washington

*Motion: A motion was made to accept modifications presented by Ms. Betty Washington by Ms. Debra Jones and 2nd by Mr. Brad Nelson Vote: All I none opposed or abstained.

b. Consideration to approve One Stop Operator Contract Modification and Revised Budget Updates for 2024-2025 fiscal year.

1) 2024-2025 Contract amount \$78,275.

*Motion: A motion was made by Mr. Brad Nelson to approve and accept the 2024-2025 One Stop Operator budget contract as written and 2nd by Ms. Tristian Hager Vote: All I none opposed or abstained

c. Consideration to submit PY 24 (2024-225) budget allocation.

1) 2024-2025 Allocation amount is \$2, 271, 234 (-\$227,238) from last year

*Motion: A motion was made by Ms. Debra Jones to accept/ submit the budget allocation as presented and 2nd by Ms. Tristian Hager. Vote: All I none opposed or abstained

Motion: To approve minutes an accept and ratify decisions made by the executive board. 2nd Vote

5. Consideration on WIOA Fiscal Matters.

a. Expenditure Report: Ms. Betty Washington

Motion on WIOA Fiscal Expenditure Report: 2nd Vote

6. Consideration to accept revised policies (changes highlighted).

a. TR 7 OJT Policy and Procedures

b. TR 11 On-Site Monitoring Review

c. YO 01 Youth Enrollment

d. YP 9 Serving Youth

Motion: 2nd Vote

7. CDL Mentors Employment Training Provider Agreement: Request and Revision

a. Address adding WIOA participant ratio to non WIOA participants in all proprietary schools already under agreement with the Local Workforce Development Board.

Motion: 2nd Vote

8. 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:

Quarterly Job Fair July 2024 - 516 jobseekers

Adults- 318

Youth- 163

Veterans- 35

- 9. Information and updates- Stephanie Seemion
 - a. Monitoring update
 - b. Academy of Acadiana is now MediEd
 - c. Location for October 24 2024 meeting
 - d. Dates for 2025 meetings
- 10. Adjournment: Be sure you have added your name to the sign-in sheet.
Upcoming Meetings:
(Please pencil in these dates on your calendar):
October 24, 2024

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