

Workforce Investment Board (WIB) & Youth Council Joint Public Meeting

Local Workforce Investment Area # 51~ Calcasieu—Cameron—Jefferson Davis Parishes ~

2014/2015 Officers: Chairman - Mr. Lee Thibodeaux,

Vice-Chairman—Mr. Carlos Perez,

Secretary — Mr. Charles Achane

Thursday, January 22, 2015

Business and Career Solutions Center

11:30 a.m. ~ Elcie Guillory Room

2424 3rd Street ~ Lake Charles, LA

AGENDA

1. Call to Order & Roll Call for WIB Members

PRIVATE SECTOR	1/27/10	4/15/10	6/17/10	9/16/10	12/0/11	4/21/11	6/23/11	9/15/11	1/26/12	4/19/12	6/28/12	9/27/12	1/24/13	4/25/13	6/27/13	9/26/13	1/23/14	4/24/14	6/26/14	9/25/14	1/22/15	4/23/15	6/25/15	9/24/15
Karen Lambert-Clapp	16															P	P	P	A	P				
Joseph Duhon	16																							
Lynn Hohensee	16	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	A	P	P	A				
Lee Thibodeaux	16	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A				
Richard Boenig	17										P	P	A	P	P	P	P	P	P	A				
Dan Thompson	17																							
Toby Leger	17	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
John Nash	15	P	P	P	P	A	P	P	P	A	P	A	P	A	P	A	P	A	A	A				
Darrell Henagan	15											P	P	P	A	P	P	P	P	P				
Timothy Coffey	15	P	P	P	P	A	P	A	P	P	P	P	A	P	P	P	P	P	A	P				
Jackie St. Romain	15	P	A	P	A	A	P	A	A	A	A	A	A	P	A	P	A	A	A	P				
R.B. Smith	15								P	P	P	A	P	P	P	P	P	P	P	P				
PUBLIC SECTOR																								
Charles Achane	17	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P	P	A	A				
Mary T. Conway	17								P	P	P	P	A	P	P	P	P	A	P	P				
Adrian Wallace	17								A	P	A	A	P	P	A	P	P	P	A	A				
Richard Paulk	17													P	P	A	P	P	A	P				
Deborah Doshier	15	P	P	A	A	P	A	P	A	P	A	P	A	P	A	P	P	P	P	P				
Romona Guillory	16	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A	P	A	P				
Barbara Disnuka	16														P	P	P	P	P	P				
Carlos Perez	16				P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
Neil Aspinwall	15																							
Juana Felton	15											P	P	P	P	P	P	A	P	P				
Justin Mahoney	16															A	A	A	P	P				

1a. Roll Call for Youth Council Members

Youth Council Members: WIB & CPPJ appointed all for 3 years 10/16/12 by WIB & CPPJ	2/23/12	4/26/12	6/7/12	8/23/12	10/25/12	12/13/12	2/28/13	4/25/13	6/6/13	8/22/13	10/22/13	1/23/14	4/24/14	6/5/14	8/26/14	10/25/14	1/22/15	4/23/15	6/4/15	8/25/15	10/24/15	
Mr. Toby Leger - Chair	A	P	P	P	P	N	P	N	P	N	P	P	P	P	P	P						
Mr. Anthony Celestine	P	A	A	A	A	N	A	N	A	N	A	A	A	A	A	A						
Mr. Justin Mahoney												A	A	A	A	P	P					
Ms. Dinah Landry	A	A	A	P	P	N	A	N	P	N	P	A	A	A	A	A						
Ms. Romona Guillory	P	P	P	P	P	N	P	N	A	N	A	A	P	P	A	P						
Ms. Amanda Hartley	P	A	P	Pr	P	N	P	N	P	N	P	P	A	A	A	P						
Ms. Linda Ned	P	P	A	P	P	N	A	N	A	N	A	A	P	A	A	A						
Ms. Darlene B. Veillon												P	A	P	A	A						
Mr. Julio Galan	A	Pr	A	Pr	Pr	N	A	N	P	N	A	Pr	Pr	A	A	A						
Mr. Carlos Perez	P	P	Pr	P	P	N	P	N	P	N	A	P	P	P	P	P						
Mr. Hayward Prudhomme	ISY	P	Pr	P	Pr	P	N	A	N	P	N	P	P	Pr	A	A	Pr					
Ms. Alexis White	OSY												A	A	A	A						
Ms. Terri Crump	OSY												A	A	A	A						

This Agenda will be Posted at the WIB Office Building January 21 & 22, 2015

- A. Update on WIB Member to Replace Dr. Charles Nwankwo.
 1. The Calcasieu Parish Police Jury appointed Dr. Neil Aspinwall to complete the unexpired term of Dr. Charles Nwankwo at its Public meeting on January 8, 2015. Dr. Nwankwo's term was from July 1, 2012 to June 30, 2015.
- B. FYI: State Ethics ANNUAL Training WIB members are advised that the 1 hour Ethics training for the calendar year January 1, 2015 - December 31, 2015 is due. A copy of your Certificate that you print at the end of the completion of the 3 modules should be sent to Ms. Juanita Poland at jpoland@cppj.net. The Police Jury maintains copies of your completion of the one hour of training.
- C. FYI: ANNUAL Financial Disclosure: If you serve any part of a calendar year as a WIB member, even if it is just one month, you must file the Financial Disclosure forms by May 15 for the previous January-December Calendar year. If you fail to submit the Forms you can expect a letter from the Ethics Board giving you a deadline. A daily fine is assessed if you continue to fail to file.

2. **Welcome & Introduction of Guests**

3. **Consideration of Add-On Agenda Items**

4. **Consideration on Approval of Minutes of the Meeting September 25, 2014 Attached Pages 1 - 14**

5. **Consideration of Approval of Executive Committee Recommendations
 Mr. Carlos Perez Attached Pages 15 - 42**

- Report on Action Taken at the October and November, 2014 meetings
- Due to the lack of Agenda items, the December meeting was canceled.
- Copy of Minutes from the August 19 meeting which were approved in October.
- Copy of Minutes from the October 21, 2014 meeting.
- Copy of Minutes from the November 18 meeting will be provided after they are approved in February.
- NOTE: Minutes for the November 18 meeting will be approved at the February 24 meeting (Feb 17 is Mardi Gras and Parish offices are closed). However the following items discussed at the meeting need ratification and approval as follows:

Ratification of Action Items from the November 18, 2014 meeting:

1. **Agenda Item #3** Mr. Thibodeaux stated that there was one add-on agenda item: The list of schools on the Eligible Training Provider List needed approval. **Mr. Toby Leger moved to add the item. Mr. Carlos Perez seconded. Carried. Mr. Thibodeaux asked for any public comment. There was none.** The matter will be taken up as Agenda Item number 6a.

2. **Agenda Item #5. Consideration on Expenditure Report for Month Ending October 31, 2014**

Ms. Betty Washington provided a review of the Expenditure report for the month ending October 31, 2014 as follows:

- (1) WIA Adult Funds
- Spending – \$192,408
 - Balance – \$311,783
 - Percent of total funds spent – 38%
 - Percent of Admin funds spent – 29%
 - Percent of Program funds spent – 41%
- (2) WIA Dislocated Worker Funds
- Spending – \$113,190
 - Balance – \$370,551
 - Percent of total funds spent – 23%

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- Percent of Admin funds spent – 31%
- Percent of Program funds spent – 23%
- (3) WIA Youth Funds
 - Spending – \$139,193
 - Balance – \$253,747
 - Percent of total funds spent – 35%
 - Percent of Admin funds spent – 96%
 - Percent of Program funds spent – 30%
- (4) Disability Employment Initiative
 - Spending – \$94,795
 - Balance – \$100,205
 - Percent of total funds spent – 49%
 - Percent of Admin funds spent – 10%
 - Percent of Program funds spent – 52%
- (5) Job Driven National Emergency Grant (JDNEG)
 - Spending – \$13,343
 - Balance – \$1,536,657
 - Percent of total funds spent – 1%
 - Percent of Admin funds spent – 3%
 - Percent of Program funds spent – 1%

Mr. Toby Leger moved to approve the Expenditure Report. Mr. Lynn Hohensee seconded. Carried.

3. Agenda Item # 6 Consideration on Award of Youth Carryover Funds of \$ 57,872

1. Calcasieu Workforce Center
2. Calcasieu Parish School Board

Letters from each of the Youth Providers was received. The Calcasieu Workforce Center is requesting \$18,880 and the Calcasieu Parish School Board is requesting \$29,236 for a total of \$48,116. The unobligated funds according to the most recent Expenditure report was actually \$55,336. Awarding the requested amounts will leave an unobligated amount of \$7,250. These funds will remain available should either provider determine additional funds were needed. Unspent funds remain in the program as become carryover funds for the following program year. **Mr. Carlos Perez moved to award the funds requested from the Calcasieu Workforce Center in the amount of \$18,880 and to award the funds requested to the Calcasieu Parish School Board in the amount of \$29,236. Mr. Toby Leger seconded. Carried.**

4. Agenda Item #7. Update on JDNEG Program

1. Consideration on Revision to ITA Policy and Support Services Policy to change Cap on Dislocated Workers in Both Regular Dislocated Workers and the Job Driven National Emergency Grant to \$4000. Regular Dislocated Workers will be \$4000 per year and the JDNEG will be a one time payment. The Waiver Review Committee will receive and consider any request from a participant who is experiencing hardship to determine if more can be provided.
2. Enrollments in JDNEG to Date

Ms. Seemion said that the Board had asked staff to meet to determine if more assistance could be provided to individuals seeking supportive services along with training. After meeting, staff is recommending that the funding cap for Dislocated Workers be set at \$4,000. Regular dislocated workers can request these funds annually. Job Driven, National Emergency Grant individuals can request this amount only one time. The Waiver Review Committee may receive and consider any request from a participant who is experiencing hardship to determine if needs exceed the allowed \$4,000, then a waiver can be granted. **Mr. Toby Leger moved to approve the new \$4,000 cap as presented by the staff. Mr. Carlos Perez seconded. Carried.**

6. Overview of Workforce Innovation & Opportunities Act (WIOA) Attached
7. Report on Performance Attached
8. Youth Service Providers Report on Activities through December 31, 2014 Handout
9. Report on Business & Career Solutions Center Activities Handout
Ms. Mary Conway, Site Coordinator
10. Advise on the Next Regularly Scheduled Meetings of the WIB (Mark Your Calendar)
 - April 23, 2015
 - June 25, 2015 - (Note: Election of Officers & Executive Committee Members) (Funding Awards)
 - September 24, 2015
 - January 28, 2016
11. Adjournment