

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, April 23, 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-2013 16																P	P	P	A	P	A			
Joseph Duhon -2014 16																						A		
Lynn Hohensee-2003 16	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	A	P	P	A	P			
Lee Thibodeaux -2000 16	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P			
Richard Boenig-2012 17											P	P	A	P	P	P	P	P	P	A	P			
Dan Thompson-2014 17																						P		
Toby Leger-2009 17	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
John Nash-2000 15	P	P	P	P	A	P	P	P	P	A	P	A	P	A	P	A	P	A	A	A	A	P		
Darrell Henagan-2012 15												P	P	P	A	P	P	P	P	P	P			
Timothy Coffey-2009 15	P	P	P	P	A	P	A	P	P	P	P	P	A	P	P	P	P	P	A	P	P			
Jackie St. Romain-2009 15	P	A	P	A	A	P	A	P	A	A	A	A	A	P	A	P	A	A	A	P	A			
R.B. Smith-2008 15									P	P	P	A	P	P	P	P	P	P	P	P	P			
PUBLIC SECTOR																								
Charles Achane-2000 17	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P	P	A	A	A			
Mary T. Conway-2011 17								P	P	P	P	A	P	P	P	P	A	P	P	P	P			
Adrian Wallace-2011 17								A	P	A	A	A	P	P	A	P	P	P	A	A	P			
Richard Paulk-2013 17														P	P	A	P	P	A	P	A			
Deborah Doshier-2000 15	P	P	A	A	P	A	P	A	P	A	P	A	P	A	P	P	P	P	P	P	P			
Romona Guillory-2001 16	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A	P	A	P	P			
Barbara Disnuka-2013 16															P	P	P	P	P	P	P			
Carlos Perez-2010 16				P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A			
Neil Aspinwall-2014 15																						A		
Juana Felton-2012 15												P	P	P	P	P	P	A	P	P	P			
Justin Mahoney-2013 16																A	A	A	P	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	P					
Mr. Anthony Celestine	P	A	A	A	A	N	A	N	A	N	A	A	A	A	A	A	P					
Mr. Justin Mahoney												A	A	A	A	P	P	P				
Ms. Dinah Landry	A	A	A	P	P	N	A	N	P	N	P	A	A	A	A	A	A					
Ms. Romona Guillory	P	P	P	P	P	N	P	N	A	N	A	A	P	P	A	P	P					
Ms. Amanda Hartley	P	A	P	Pr	P	N	P	N	P	N	P	P	A	A	A	P	P					
Ms. Linda Ned	P	P	A	P	P	N	A	N	A	N	A	A	P	A	A	A	A					
Ms. Darlene B. Veillon												P	A	P	A	A	A					
Mr. Julio Galan	A	Pr	A	Pr	Pr	N	A	N	P	N	A	Pr	Pr	A	A	A	P					
Mr. Carlos Perez	P	P	Pr	P	P	N	P	N	P	N	A	P	P	P	P	P	A					
Mr. Hayward Prudhomme	ISY	P	Pr	P	Pr	P	N	A	N	P	N	P	P	Pr	A	A	Pr	p				
Ms. Alexis White	OSY												A	A	A	A	A					
Ms. Terri Crump	OSY												A	A	A	A	A					

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- A. Role of WIB Members Mr. Greg Declouet
LWC Office of Workforce Development
WIB Members under WIOA Attached
Sector Strategy Initiative from LWC Mr. R.B. Smith, Attached
- B. *Members whose terms expire June 30, 2015: Mr. John Nash, Mr. Tim Coffey, Ms. Jackie St. Romain, Mr. R.B. Smith, Ms. Deborah Doshier, Dr. Neil Aspinwall, Mr. Darrell Henagan and Ms. Juana Felton. Members desiring to remain on the Board should notify your nominating Agency of your desire so that they may reappoint you. Each nominating agency has latitude to reappoint or replace the current WIB Member.
- C. **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
The City and Parish are providing sessions for you to attend.. Attach notice from Parish
- D. **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.
. Attach Financial Disclosure forms

2. [Welcome & Introduction of Guests](#)
3. [Consideration of Add-On Agenda Items](#)
4. [Consideration on Approval of Minutes of the Meeting January 22, 2015 Attached Pages 1 - 17](#)
5. [Consideration of Approval of Executive Committee Recommendations
Mr. Carlos Perez Attached Pages 18 - 52](#)

As a matter of Notification, the WIB Executive Committee has changed its meeting date from the third Tuesday to the 4th Thursday of the months when there is no full WIB meeting. This change was necessitated by a change in Mr. Toby Leger’s employment. All members of the Executive Committee agreed to the change.

- Report on Action Taken at the February and March, 2015 meetings
- Copy of Minutes from the November 18, 2014 meeting which were approved in February 2015. All action items have been ratified by the WIB at the January meeting.
- The full WIB met in January, therefore no Executive Committee meeting was held
- Copy of Minutes from the February 24 meeting which were approved in March.
- NOTE: Minutes for the March 24 meeting will be approved at the May 28 meeting. However the following items discussed at the meeting need ratification and approval as follows:

Ratification of Action Items from the March 24, 2015 meeting:

The Minutes of the March meeting will not be approved until the May 28 meeting and will be submitted with the Agenda for the June 25 WIB meeting.

1. **Agenda Item # 1 Consideration on Expenditure Report for Month Ending February 28, 2015**

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Ms. Betty Washington presented information on spending and balances for the month ending February 28, 2015 as follows:

- (1) WIA Adult Expenditures
 - Expenditures: \$327,522
 - Balance: \$176,669
 - Overall spending: 65%
 - Admin spending: 96%
 - Program Spending: 63%
- (2) WIA Dislocated Worker Expenditures
 - Expenditures: \$184,889
 - Balance: \$298,842
 - Overall spending: 38%
 - Admin spending: 31%
 - Program Spending: 39%
- (3) WIA Youth Funds
 - Expenditures: \$248,648
 - Balance: \$143,292
 - Overall spending: 64%
 - Admin spending: 96%
 - Program Spending: 61%
- (4) Job Driven National Emergency Grant Funds
 - Expenditures: \$57,360
 - Balance: \$1,492,640
 - Overall spending: 4%
 - Admin spending: 9%
 - Program Spending: 3%
- (5) Incentive Funds (100% Program)
 - Expenditures: \$897
 - Balance: \$95,638
 - Overall spending: 1%
- (6) Disability Employment Initiative
 - Expenditures: \$123,303
 - Balance: \$71,697
 - Overall spending: 63%
 - Admin spending: 51%
 - Program Spending: 64%

Mr. R.B. Smith moved to accept the report. Ms. Barbara Disnuke seconded. Carried

2. **Agenda Item # 7 Consideration on Extending Current Youth Provider's Contracts for 1 year based on meeting performance. New Youth allocation has not yet been received**

Mr. Carlos Perez moved to approve the extension of the current youth Contracts for a period of 1 year based on meeting performance. Mr. Charles Achane seconded. Carried.

3. **Agenda Item #10. Upcoming Meetings:**

- (1) Next **Executive Committee** is **Thursday, May 21, 2015** at 11.30 a.m. at the Business & Career Solutions Center, Elcie Guillory Room at 2424 3rd Street in Lake Charles
- (2) Next **Joint WIB & Youth Council Meeting** **Thursday, April 23, 2015**, at 11:30 a.m. at the Business and Career Solutions Center, located at 2424 3rd Street in the Elcie Guillory Room
- (3) Next Quarterly **Job Start Job Fair** is the second Wednesday of each quarter and will be on

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Wednesday, July 8, 2015. Send notice to all Board members to participate in the Job Fair, especially if they have job openings to fill.

Mr. Thibodeaux announced that there was one change in the upcoming meetings. Mr. Toby Leger had requested that the Executive Committee consider changing the day of the WIB Executive Committee meeting since his work now required his presence at a meeting every Tuesday. A poll was taken of all of the Executive Committee members and the final response to the poll is that the 4th Thursday of the month would be satisfactory to move the meeting. Therefore, the next Executive Committee meeting will be on Thursday, May 28, 2015 at 11:30 a.m. at the Business and Career Solutions Center, Elcie Guillory Room.

Prior to the close of the meeting, Mr. Thibodeaux asked if the guests from LWIA50 wanted to make any comments. None were offered.

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