

**Workforce Investment Board
Executive Committee ~ Report to WIB**

For WIB Meeting April 23, 2015

Mr. Carlos Perez, Vice-Chairman

January, February, March, 2015

Due to the full WIB meeting in January, the Executive Committee did not meet in January.

Summary of Action taken at the February 26, 2015 Meeting

1. Agenda Item # 6. Consideration on Transfer of Funds From Dislocated Worker to Adult Funding Stream

Ms. Washington stated that she did not yet have a discrete number. There are currently \$83,469 unobligated funds remaining. These funds have always been difficult to spend. The \$83,469 represents 24% of the allocated Dislocated Worker funds. We are allowed to transfer up to 50% of the Dislocated Worker allocation to Adult. These funds will be used to serve adults who do not meet the definition of a dislocated worker. Mr. Toby Leger moved to permit a transfer of dislocated worker funds to the adult funding stream. Ms. Barbara Disnake seconded. Carried.

2. Agenda Item # 7. Consideration on Request for Additional Youth Funds for Calcasieu Workforce Center

Ms. Mary Conway submitted a request to receive an additional \$50,802. Ms. Washington said that there is only \$7,250 available in the Youth funding stream that is unobligated.. Youth who are 18 years of age or older can be served through the adult funding stream. Mr. Toby Leger moved to award the \$7,250 to the Calcasieu Workforce Center Youth Program. Mr. Carlos Perez seconded. Carried.

3. Agenda Item #8. Consideration on Receipt of \$96,535 in FY13 State Level Program Funds to Expand

Region 5 Sector Strategy Model

The intended use of funds is to support activities that increase collaboration with the expanding petrochemical industry in the Region, including hiring a temporary position to document issues/needs of the industry and developing ideas for on-line solutions and collateral materials. These funds must be fully expended by June 30, 2015, and cannot be used for admin costs. The addition of these funds has already been included in the original Resolution when the CPPJ approved it in 2013.

Ms. Seemion reported that these incentive funds received for exceeding performance measure could be used to the hiring of an individual to engage industry. Space has been rented at Sowela, equipment will be purchased, and an MOU will be developed between Sowela and the Workforce Investment Board. Mr. Toby Leger moved to accept the funds. Mr. Carlos Perez seconded. Carried.

Summary of Action taken at the March 17, 2015 Meeting

The Minutes of the March meeting will not be approved until the May 28 meeting. However, these action items need ratification by the WIB.

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

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 **Tuesday, May 19, 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 **Wednesday, April 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.

MOTION: To recommend ratification of the WIB Executive Committee Action items at the October 21 and to approve and ratify the action items taken at the November 18 meeting and approval of the minutes of the August 18, 2014 meeting.

Workforce Investment Board (WIB)
Executive Committee Meeting

Workforce Investment Act
Local Workforce Investment Area 51
Tuesday, November 18, 2014; 11:30 a.m.

Calcasieu Business & Career Solutions Center
2424 3rd Street ~ Elcie Guillory Room
Lake Charles, LA 70601

MINUTES

1. Call to Order & Roll Call

Chairman Lee Thibodeaux called the meeting to order at 11:55 a.m. Ms. Poland called roll. A quorum of 4 of the 7 members was present at roll call.

Members present: Mr. Lee Thibodeaux, Mr. Carlos Perez, Mr. Toby Leger, and Mr. Lynn Hohensee.

Members absent: Mr. Charles Achane, Mr. R.B. Smith, and Ms. Barbara Disnake.

WIB Staff present: Ms. Stephanie Seemion, Ms. Juanita Poland, and Ms. Betty Washington

Youth Providers present: Calcasieu Workforce Center – Ms. Mary Conway and Ms. Jonnika Boutte; Calcasieu Parish School Board – Ms. Tavie Bult and Ms. Vickie Rosteet

Human Services Department Representative present: Ms. Charmayne Tarpeau

(1) New WIB Members Appointed at CPPJ Meeting

- Mr. Joseph Duhon to fill the unexpired term (term expires June 30, 2016) of Ms. Dinah Landry as the representative of the Private Sector (City Savings Bank, Grand Lake Branch) Cameron Parish (appointed at CPPJ Meeting October 2, 2014).
- Mr. Dan Thompson to fill the unexpired term (term expires June 30, 2017) of Ms. Carla Alcock as the representative of the Private Sector (Zagis USA) from Jeff Davis Parish (appointed at CPPJ Meeting October 23, 2014).

(2) Resignation Letter from Dr. Nwankwo Attached

Mr. Thibodeaux reviewed the information on the incoming WIB Members – Mr. Joseph Duhon and Mr. Dan Thompson. In addition, though the appointment has not yet been made, Dr. Neil Aspinwall submitted his name to replace Dr. Charles Nwankwo as the representative of Post-secondary School.

2. Introduction of Guests

There were no other guests present at the meeting.

3. Consideration on Approval of Any Add-On Agenda Items

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.

4. Consideration on Approval of Executive Committee Minutes 10/21/14

Mr. Toby Leger moved to approve the minutes of the October 21, 2014 meeting. Mr. Lynn Hohensee seconded. Carried.

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%
 - 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.

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.**

Both Youth providers provided information on the current status of their programs as follows:

| Documentation on Meeting Performance: | CWC Calcasieu | CWC Cameron | CWC Jeff Davis | CPSB |
|--|--|-------------------------------|---|------|
| A. Program Performance - Carryover 2013/14 | 08 = 2 09 = 15 10 = 4 11 = 17 12 = 1 Total = 34 | 11 = 3 13 = 1 Total = 5 | 10 = 1 11 = 2 12 = 4 13 = 8 14 = 12 Total = 27 | 23 |
| (1) Number NEW Planned to enroll by 10-31-14 from Contract | 5 new | 0 new | 0 new | 4 |
| (2) Number NEW Actually enrolled by 10-31-14 | 8 | 0 | 2 | 4 |
| Total # Served 7/1/14 - 10/31/14 | 43 | 4 | 28 | |
| (3) Number exited | 2 | 0 | 1 | 2 |
| (4) Number positive outcomes | 2 | 0 | 1 | 2 |
| (5) Number negative outcomes | 0 | 0 | 0 | |
| (6) Number Received Diploma/GED | 0 | 0 | 0 | 14 |

| Documentation on Meeting Performance: | CWC Calcasieu | CWC Cameron | CWC Jeff Davis | CPSB |
|---------------------------------------|---------------|-------------|----------------|------|
| (7) Literacy/Numeracy Gains (OSY) | 100% | 100% | 100% | 100% |
| (8) Number Employed/Military | 21 | 3 | 13 | 13 |
| (9) Number received credentials | 2 | 1 | 0 | 15 |
| (10) Elements being provided | 5 | 4 | 4 | 5 |
| (11) # In Each ELEMENT | | | | |
| 1 Tutoring/Study Skills | 0 | 0 | 0 | 9 |
| 2 Alternative School | 0 | 0 | 0 | 0 |
| 3 Summer Work Opportunities | 0 | 0 | 0 | 0 |
| 4 Work Experience/Internship | 2 | 0 | 0 | 0 |
| 5 Occupational Skills Training | 17 | 0 | 7 | 5 |
| 6 Leadership Development | 36 | 3 | 15 | 6 |
| 7 Supportive Services | 15 | 0 | 3 | 4 |
| 8 Adult Mentoring | 0 | 0 | 0 | 0 |
| 9 Follow Up | 5 | 1 | 12 | 8 |
| 10 Comp Guidance & Counseling | 0 | 0 | 0 | 0 |
| (12) Number in Post-Secondary | 17 | 1 | 3 | 5 |

Success Stories Calcasieu Workforce Center:

Calcasieu Parish

Sierra is an older youth that enrolled into the Certified Nursing Assistant curriculum May 6, 2014 at Sowela Technical Community College in Lake Charles, LA, and graduation July of 2014. Sierra is a single parenting youth that support herself and her daughter. By enrolling into a curriculum that is a high demand occupation she has gained employment at Lake Charles Memorial Hospital, where is receives Fringe benefits and covered by Unemployment Compensation. Just recently Sierra was accepted into McNeese State University. After working for awhile Sierra plans on returning to school to become a Radiologist.

Jeff Davis Parish

Mariah is an older youth that was considered Basic Skills Deficient at time of enrollment into the WIA program. With preparation and focus she overcame that barrier, which led her to enroll into the Certified Nursing Assistant curriculum at Sowela Morgan Smith Campus in Jennings, LA. The Workforce Investment Act (WIA) program provided Mariah with Leadership Development, Occupational Skills Training, and Support Services while enrolled in school.

Since Mariah has graduated and secured employment at Jeff Davis Living Center, in Jennings, LA as a C.N.A. working an average of 40 hours per week. Jeff Davis Living Center provides Fringe benefits and pay Unemployment Insurance Compensation.

Success Stories, Calcasieu Parish School Board:

Sarah and her mother came to Lake Charles several months ago from another parish because of problems she was having at school. In addition to being pregnant, Sarah had experienced the death of her father a few years before and an event where she was a victim of abuse. Scared, angry and confused, Sarah was at risk of, among other things, not completing her senior year of high school. After enrolling Sarah in our program, she was accepted into the Credit Recovery program to complete the remaining 2 high school credits needed to graduate. Encouraged that things might work out, Sarah got busy on her academic studies. She attended Credit Recovery daily beginning in August and finished all courses within 3 months. Sarah will have her baby in February and walk with the graduating class in May 2015. As soon as she is able, Sarah will begin college. We are currently working with her to help her prepare to become a parent by providing parenting skills training. We are also continuing academic tutoring in anticipation of her taking the ACT.

Destinee graduated from the Credit Recovery program with a high school diploma. She was the recipient of the Simon Youth Foundation Scholarship and is currently attending SOWELA in

Office Systems Technology. Destinee is the mother to an 18 month old toddler and is 7 months pregnant with her second child. We love Destinee’s drive to be successful in her college studies. Many times, she doesn’t have a ride to school and must rely on various means, including public transportation. Destinee has scheduled on-line classes for the spring semester so that there will be no interruption in her academic progress.

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.

Ms. Stephanie Seemion reviewed the attached enrollments in JDNEG. The 29 individuals listed for the Calcasieu Consortium are in an activity such as assessment. There are actually 3 individuals enrolled in training at Sowela and 2 additional individuals are being processed for On-the-Job Training (OJT) at this time.

**8. Update on State Contract for Job Driven National Emergency Grant
Update on Recruitment & Marketing JDNEG**

1. The SWLA Economic Development Alliance has provided the list of chamber members so that we may contact them to give information on the OJT Sliding Scale and the need for OJT. There are 1633 names on the list. These FYIs will be part of the Marketing Campaign.
2. Depending on the status of the CEA, we may include marketing in LWIA50 to inform individuals to come to the B&CSC in Lake Charles.
3. Update on Letter to Mr. Crook at Sparc Academy Attached

Ms. Seemion said that a handout was being provided showing the two-side insert that will be placed into the Lake Charles Water Bills during the billing period in December. One side of the insert is aimed at the potential participants and the other side is aimed at the Employers. Flyers have been produced and distributed to Churches, Recreation Centers, Housing Authorities, etc. to market the JDNEG. A meeting has been held with KPLC TV to inquire about purchasing spots. A meeting is scheduled with the CGov Department to produce a commercial to air on TV. Ms. Seemion is expected to do a promotional for the JDNEG.

To directly solicit Employers, the list of Chamber members has been purchased and letters highlighting the sliding reimbursement scale will be sent to all employers.

Finally, Ms. Seemion reported that the letter had been sent to Mr. Crook as the WIB Executive Committee had requested. No response from him was received.

9. Update on Cooperative Endeavor Agreement (CEA) between CPPJ & Vernon Parish Police Jury

The Cooperative Endeavor Agreement (CEA) between the Calcasieu Parish Police Jury and the Vernon Parish Police Jury has not yet been resolved. Pending the outcome, additional advertising may be planned for Allen, Beauregard, and Vernon parishes. Ms. Seemion said that the next step is for the legal

staff from each parish to meet to deal with the language in the current agreement. No date has been set for this meeting.

10. Report on Business & Career Solutions Center Activities for Month Ending October 31, 2014
Ms. Conway reviewed the highlights of the report that had been distributed to members as follows:

Membership Team

| Category | October 2014 | October 2013 |
|--------------------|--------------|------------------------|
| New Customers | 351 | 398 |
| Return Customers | 780 | 1411 |
| Plant Applications | 117 | 227 Paper Applications |

Tremendous decrease in customer flow could be due to the decrease in the unemployment rate.

Skills Development Team

Customers utilized the Skills Development Lab for a variety of services. Listed below are the services provided and the number of members that utilized each service:

| Services | October 2014 | October 2013 |
|---|--------------|--------------|
| Quiz Pre-Employment Testing | 0 | 0 |
| On-line Assessment | 0 | 0 |
| Job Search | 718 | 856 |
| Resumes | 94 | 138 |
| Phones/Copier/Fax | 94 | 181 |
| UI Claims (Computer) | 57 | 158 |
| Literacy Council/GED Referrals/Computer Class | 0 | 4 |
| TABE/SAGE Assessment | 3 | 0 |
| Job Readiness Workshop | 19 | 5 |
| WIA Orientations | 5 | 19 |
| Job Fair/Hiring Event | 156 | 243 |
| Disability Employment Initiative | 10 | 2 |
| Disability Employment Initiative Job Fair | 197 | 169 |
| Louisiana Rehabilitations Services | 2 | 0 |
| SWLA Workforce Resource Guide Orientations | 0 | 0 |
| Literacy Council Computer Class | 0 | 0 |
| Password Re-Sets | 25 | 31 |
| JD-NEG Information Meetings | 14 | 0 |
| Special Employer Events | 62 | 37 |

Career Services staff assisted (77) (218) Veterans in October 2014.

There were (6) (7) placements for October 2014 from students that were awarded WIA classroom training scholarships:

Preferred Living – Nursing Assistant 1 ~ 1@\$7.50 hourly
 SWLA Health Education – Admin Coordinator 3 ~ 1@\$10.15 hourly
 Guidry’s Healthcare Pharmacy – Pharmacy Technician ~ 1@\$10.00 hourly
 Lake Charles Trucks – Counter Sales ~ 1@\$11.00 hourly
 Landmark – Certified Nurse Assistant ~ 1@\$9.50 hourly
 Lake Charles Memorial Hospital – Secretary ~ 1@\$10.00 hourly

Staff conducted orientation on Monday, October 6, 2014, at the Business & Career Solutions Center for students who were interested in WIA financial assistance to attend Welding training at SPARC Academy. There were two in attendance, one was determined to be over the income eligibility guidelines for WIA and the other client was given an appointment to meet with a counselor to determine eligibility for the WIA program, but did not show for his appointment. Staff also conducted orientation on Monday, October 13, 2014, at Sowela Technical Community College

for students who were interested in WIA financial assistance for Millwright training which is scheduled to begin November 3, 2014; there were four applicants in attendance.

Staff has conducted weekly informational meetings to advise and educate individuals of the opportunities being offered through the Job Driven-National Emergency Grant. October meetings were conducted each Monday at 9:00am and 1:30pm and Friday at 1:30pm; total attendees for the month of October was 14.

Re-Employment Assistance Program

| Category | October 2014 | October 2013 |
|-------------------|--------------|--------------|
| 1st Point Letters | 0 | 181 |
| 2nd Point Letters | 0 | 153 |

Group training sessions for first service point claimants are scheduled for Tuesdays and Thursdays at 8:30a.m., and second service point claimants are provided re-employment assistance on Wednesdays and Fridays at 8:30a.m.

The last letters went out on June 12, 2014. However, the Center may still have a few clients trickling in that need to satisfy these two service points in order to continue receiving UI benefits.

Recruitment and Placement Hiring Events

Quarterly Job Fair - Calcasieu Business & Career Solutions Center hosted its final Quarterly Career Fair of the year on October 8, 2014. The job fair was held at the Lake Charles Civic Center's Exhibition Hall from 9:00 a.m. – Noon. Forty (40) (23) employers attended the fair. One hundred thirty nine (139) (243) job seekers were in attendance. Veterans were given priority of services. All veterans that were present at the beginning of the job fair were allowed to enter the job fair before the general public. Veterans were given fifteen minutes to meet with prospective employers before all other job seekers. In total, twenty three (23) veterans attended the job fair. Five (5) youth attended the job fair. Fifty six (56) (206) job seeker surveys were collected. Thirty three (33) (22) employer surveys were collected. Three hundred thirty three (333) (161) job seekers pre- registered for the job fair. Hiring decisions are pending. Both employers and job seekers were very pleased with the set up. We are strategizing now to determine how we can better promote the January Job Fair to job seekers/employers.

Firestone- Business & Career Solutions Center hosted a hiring event for Firestone on October 3, 2014. Two (2) Firestone representatives were present. The company was hiring for an Operator. Two (2) job seekers attended the event. Hiring decision is pending.

Alcoa- Business & Career Solutions Center staff provided Alcoa representatives with a list/spreadsheet of two hundred eighty four (284) Production Utility Helper candidates from the electronic plant pre-application database on October 13, 2014. The company anticipates hiring five (5) candidates. Hiring decisions will be contingent upon testing and interviewing results.

Parker Drilling - Business & Career Solutions Center hosted a hiring event for Parker Drilling on October 14, 2014. Two (2) Parker Drilling representatives were present. The company was hiring for Floor hands and Roustabouts. Seventeen (17) jobs seekers attended the event. Hiring decisions are pending.

WR Grace – Business & Career Solutions Center hosted a testing event for W. R. Grace on October 16 & 17, 2014. One (1) WR Grace representative was present. The company was hiring for an Instrument Technician and Pipefitter. Thirty-six (36) job seekers attended the event. Hiring decisions are pending.

Cameron LNG – Business & Career Solutions Center WorkKeys Lab was used for testing on October 20, 2014. One (1) Cameron LNG representative was present. The company was hiring for an Operator. Four (4) job seekers attended the event. Hiring decision is pending.

SGS Petroleum – Business & Career Solutions Center Employer Services Interview Room was used for testing on October 28, 2014. Three (3) SGS Petroleum representatives were present. The company was hiring for a Dock Operator/Loader. Three (3) job seekers attended the event. Hiring decision is pending.

Sasol - Business & Career Solutions Center staff provided Sasol representatives with a list/spreadsheet of two hundred twenty eight (228) Lab Analyst candidates from the electronic plant pre-application database on October 28, 2014. The company anticipates hiring two (2) candidates. Hiring decisions will be contingent upon testing and interviewing results.

Firestone - Business & Career Solutions Center staff provided Firestone with lists/spreadsheets of Operator and Service Person candidates from the electronic plant pre-application database. Firestone selected candidates for testing from these lists. Center staff contacted candidates via phone to provide information regarding the testing opportunity. Center staff administered WorkKeys testing to fifteen (15) candidates on October 27 & 29, 2014. Hiring decisions will be contingent upon testing and interviewing results.

There were 34 (32) hires for the month of October 2014.

Lake Charles Memorial Hospital – 1 Certified Nursing Assistant @ \$9.00 per hour; 1 Audit Charge Clerk @ \$25.00 per hour; 1 Nurse Practitioner @ \$48.55 per hour; 1 Secretary @ \$10.00 per hour
Faulk's Game Call – 1 Shipping Clerk @ \$9.00 per hour; 1 Assembler @ \$8.50 per hour

S&S Professional Services – 1 Loader @ \$13.50 per hour
 JD's Rebar – 1 Rodbuster @ \$13.00 per hour; 2 Carpenters @ \$13.00 per hour
 Volunteer Pastilles – 1 Pack Out Operator @ \$12.00 per hour
 CB&I – 1 Project Manager @ \$40.00 per hour
 Turner– 1 Boilermaker @ \$27.00 per hour; 1 Firewatch @ \$12.75 per hour; 1 Pipefitter @ \$26.00 per hour
 Calcasieu Parish Policy Jury – 1 Human Services Tech @ \$12.35 per hour
 Becon Construction – 1 Rigger @ \$28.00 per hour
 H&R Block – 1 Senior Tax Preparer @ \$8.50 per hour
 Firestone – 3 Service Person Skilled @ \$16.01 per hour; 1 C-Operator @ \$29.66 per hour
 Axiall – 2 Utility Crew Workers @ \$14.21 per hour
 TMG Industrial – 1 Laborer @ \$14.00 per hour
 McNeese State University – 1 University Course Coordinator @ \$12.98 per hour
 SGS Petroleum – 1 Loader @ \$19.53 per hour
 Preferred Living – 1 Certified Nursing Assistant @ \$7.50 per hour
 Landmark – 1 Certified Nursing Assistant @ \$9.50 per hour
 SWLA Health Ed – 1 Administrative Coordinator @ \$10.15 per hour
 Guidry's Pharmacy – 1 Pharmacy Tech @ \$10.00 per hour
 LC Trucks – 1 Counter Sales @ \$11.00 per hour
 House of Raeford – 1 Helper @ \$7.80 per hour

Registered Employers

Total number of new employers registered from October 1, 2014 to October 31, 2014 - seventeen (17) (13). Five (5) (1) were staff registered.

Job Orders

Staff entered thirty nine (39) (20) of the total three hundred eleven (311) (180) job orders entered from October 1, 2014 to October 31, 2014

Hires Resulting from Staff Referrals

Total number of hires resulting from staff referrals from October 1, 2014 to October 31, 2014- twenty one (21) (32).

Services provided to employers

Direct staff assisted services were provided to thirty seven (37) (46) employers from October 1, 2014 – October 31, 2014 resulting in one hundred forty two (142) (66) services.

Some of the services included: Job Fair Services, Job Order Assistance, Website Navigation, Recruitment Services, Refer Qualified Applicant to Employer Job Vacancies, Reviewed Resumes and Recommended Individuals, Provided Customized/Mass Recruitment Services, Hosting Hiring Events, Hosting Interview Events, Hosting Testing Events, Notification to Employer of Potential Applicant, Intensive Candidate Pre-Screening, Employer Based/Customized Training Consultation.

WORKKEYS ASSESSMENT

WorkKeys assessment was administered to seventeen (17) (0) applicants during October 2014 (twelve (12) for Firestone and five (5) for Volunteer Pastille).

CALCASIEU WORKFORCE CENTER YOUTH PROGRAM

Cameron Parish – 4 (4) participants enrolled

2 Occupational Skills Training

1 Job Search/Placement

1 Follow-up Services

Calcasieu Parish – 43 (44) participants enrolled

36 Active

22 Occupational Skills Training

2 Work Experience

36 Leadership Development Services and/or Job Search\Placement assistance

4 Follow-Up

3 Officially Exited

Jeff Davis Parish - 28 (17) participants,

15 are active

3 Occupational Skills Training

15 Leadership Development Services, Adult Mentoring, and/or Job Search\Placement Assistance

**12 Follow-up
1 Officially Exited**

The Youth Skills Development Specialists daily assist youth members in Career Services. Upon the youth’s initial visit to the Center, they receive a Youth Service brochure and a Get A Job Kit to enhance their job seeking skills. The Youth Specialists provide each youth job search assistance, resume preparation, and job referral information as needed. Twenty-two (22) (51) youth visited the center during the month of October 2014.

Two (2) Youth participants were administered the TABE and one (1) participant the SAGE assessments. Calcasieu Workforce Gazette newsletter (Volume 3, Issue 11) was mailed to all youth participants and emailed to WIB and State officials (Volume and Issue numbers were corrected on the newsletter). The newsletter was also posted on Facebook and the Calcasieu Parish Police Jury’s website.

Youth staff participated at the Job Start Job Fair and Sowela’s Community Event on October 8, 2014.

The following orientation was conducted for potential WIA youth participants:
Praxair (welders) October 13, 2014, at Sowela Technical Community College.

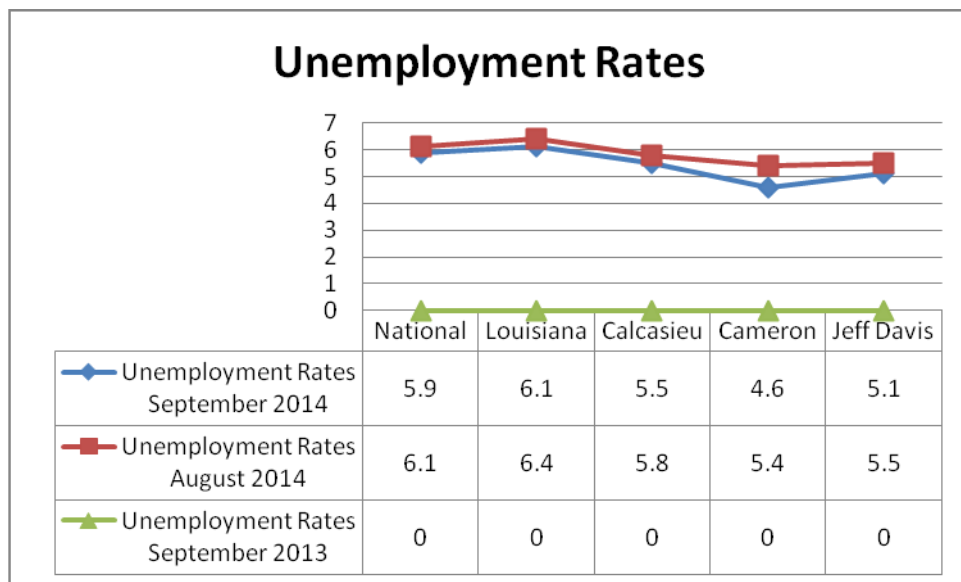
Finally, the quarterly Leadership Seminar “Investing in Your Future through Community Involvement” was held October 24, 2014. Eight youth participants donated items for the Annual Winter Drive-By and gained information on the importance of volunteering. The presenter was Ms. Catherine Thomas, Disability Resource Coordinator for the Business & Career Solutions Center.

**RE-EMPLOYMENT ASSISTANCE OF LOUISIANA/
WORKER PROFILE RE-EMPLOYMENT SERVICES (REAL/WPRS)**

The REAL Staff conducted fifteen (15) (5) REAL/WPRS Orientations and scheduled 36 case management appointments during the month of October. Two hundred ninety-one (291) (36) letters were mailed and (142) (36) UI profilers attended the orientations. REAL Orientations are now scheduled every Tuesday at 1:30 p.m.

The WPRS program began June 19, 2014. WPRS participants are UI claimants profiled as most likely to exhaust their UI benefits. Orientations are held every Tuesday and Wednesday at 9:00 a.m. and 1:30 p.m. WPRS profilers will have up to five service points to complete. WPRS profilers will receive intensive services and case management to further assist them in becoming job ready and obtaining employment. As with REAL, WPRS profilers that fail to comply with service point letter instructions, will be disqualified for UI until requirements are met.

UNEMPLOYMENT RATE:



This data for September 2014 was taken from “Louisiana Workforce at a Glance,” (release date: October 24, 2014) may be found at www.laworks.net.

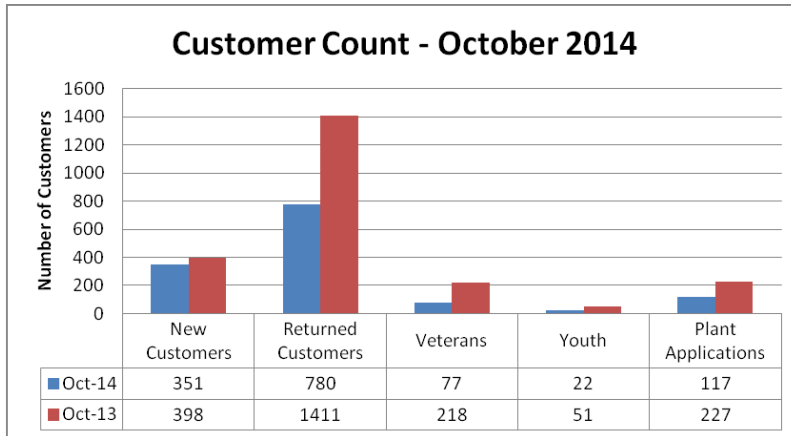
JUDICIAL CORE OPPORTUNITY REFERRAL FOR EMPLOYMENT (J-Core)

The purpose of the J-Core Program is to assist Ex-Offenders that face many challenges after their release from prison. It also, provides career counseling, training and job placement services to ex-offenders, to help them secure

meaningful and gainful employment that pays a decent wage. This component is intended to help curtail the revolving door of recidivism.

The Business Services Specialist (BSS) scheduled four workshops for September but due to the lack of attendees, only facilitated three (3) (3) workshops in October for J-Core/Re-Entry Program for the Hard-To-Employ. Seventeen (17) (11) J-Core participants attended the workshop. There were no J-Core placements recorded for October (3). Supportive Services (Housing Payment) were provided for three (3) J-Core Applicants.

CUSTOMER COUNT – October 2014



VETERAN ACTIVITIES

| | | |
|--|-----|---------------------------------------|
| New Registrations | 22 | (0) Vet Rep did not submit in 10/2013 |
| Enrollments Previous | 167 | (0) Vet Rep did not submit in 10/2013 |
| Services Provided by Staff to Veterans | 427 | (0) Vet Rep did not submit in 10/2013 |
| Veterans Referred to Job Vacancies | 4 | (0) Vet Rep did not submit in 10/2013 |
| Veterans Hired Thru HiRE Job Vacancies | 2 | (0) Vet Rep did not submit in 10/2013 |

| <u>Veteran Hired</u> | <u>Employer</u> | <u>Job Title</u> | <u>Pay Rate</u> |
|----------------------|-----------------|---------------------|------------------|
| Devin Sambo | JD’s Rebar | Rodbuster | \$13.00 per hour |
| Kody Willis | Axiall Corp | Utility Crew Worker | \$14.21 per hour |

The B&CSC staff provides “Veterans Priority of Service” to all veterans that seek employment and training services. Veteran job seekers services are available in Career Services and Business Services departments. Currently, the Center does not have an assigned DVOP or LVER. However, one is still available in Region 5 and will service Calcasieu Consortium Veterans as needed.

BUSINESS SERVICES OUTREACH

The Business Services Specialist (BSS) continues to provide outreach services informing community businesses, agencies, and residents of the services provided at the Business and Career Solutions Center. The BSS works in partnership with Catholic Services, CSBG, HeadStart, etc. to provide BCSC clients the necessary support (housing, TWIC/Safety Cards, training, uniforms, etc.) needed to become and/or retain gainful employment.

The BSS provides a Job Readiness Workshop for BCSC members on the 2nd and 4th Friday of each month.

Outreach

- 10/06/14 _ Calcasieu Parish/College Career Fair/McNeese State University.
- 10/08/14 – Quarterly Job Fair/Lake Charles Civic Center.
- 10/08/14 – Praxair Skills Pipeline Community Welding Exp./Sowela Technical Community College
- 10/16/14 – Women’s Conference/Lake Charles Civic Center. (Gwen and Crystal conducted a Workshop)
- 10/21/14 – Diversity Works Job Fair/Lake Charles Civic Center.
- 10/30/14 – The Seed Center/Manufacturing Day Lunch-N- Learn.

Training/Conference Call/Staff Development

10/06/2014 – Webinar – Hiring Turn Over Demographic

DISABILITY EMPLOYMENT INITIATIVE (DEI):

The Disability Employment Initiative began May 2013 in LWIA51. The purpose of the DEI program is to improve coordination and collaboration among employment and training and asset development programs implemented at

state and local levels, including the Ticket to Work Program, and to build effective community partnerships that leverage public and private resources to better serve individuals with disabilities and improve employment outcomes. The LADEI will capitalize on best practices learned from the state's Disability Program Navigator initiative and will address the way employment services are delivered through state agencies and provide these services in a way that is effective for people with disabilities and responsive to the needs of business. The LADEI proposes to increase the number of persons with disabilities and significant challenges utilizing Job Center services and becoming gainfully employed; increase the number of exiters with disabilities retaining employment; and increase the average earnings of people with disabilities utilizing these services.

The Center, in its role of employment network, now has thirteen (13) Tickets that have been assigned to LWIA 51 for Ticket to Work activities and six (6) Tickets are pending confirmation. Three (3) ticket holders are currently employed. The Disability Resource Coordinator (DRC) participated in four (4) webinars seven (7) conference calls regarding DEI, Ticket to Work and disability-related matters.

The DRC also provides local level activities to promote capacity building for DEI. Strategic Service Delivery Components addressed include:

Integrated Resource Team Approach

Integrating Resources and Services, Blending and Braiding funds.

Self Employment

Asset Development Strategies

Partnerships and Collaboration

DRC notable activities for October:

Led Marketing Sub-Committee meeting for 2014 Diversity Works Job Fair

Participated in 2014 Diversity Works Regional Planning Committee meeting (3)

Participated in meeting of 2014 Diversity Works Pre-Event Sub-Committee (1)

Assisted staff and participated in Center's Quarterly Job Fair and Hiring Event

Assisted with presentation of information at Women's Commission annual conference; workshop entitled Work R.E.A.D.Y.

Presented information on DEI, Ticket to Work and disability and employment to NAMI community group

Hosted and held 2014 Diversity Works Pre-Event Job Readiness Seminar that was attended by 56 participants. Ten (10) local agencies participated and shared their information in the Resource Room segment. One (1) employer participated and hired one (1) jobseeker.

Hosted as part of the 2014 Diversity Works Job Fair Regional Planning Committee the 2014 Diversity Works Job Fair that included participation from 22 employers and was attended by 197 jobseekers and attendees.

Arranged interview of DEI State Lead, Georgette Wallace that was video-taped and aired on KPLC-TV 6:00 pm and 10:00 pm newscast as well as featured on television station's website

Interview with American Press reporter that resulted in an article on the Disability Employment Awareness Month information

Webinars and Conference Calls:

Webinar: American Job Center Access Resource Guide and 30-Second Training Series

Webinar: Lunchtime Learning Series Fall 2014-- Reports for Real World Workforce Staff, from A to Z

Webinar: Case Management Series 1: Cause and Effect in the WIA Application

Webinar: "The Workplace and People With Disabilities: Past, Present and Future"

October 2014 COMBINED Ticket/EN and WIA Access TA Office Hours Call

2014 Diversity Works Steering Committee Call (2)

DEI/DRC-NDI Conference Call (3)

Participated in monthly conference call with Manpower's Access2Ability project

INDUSTRY SECTOR COORDINATOR

The Industry Sector Coordinator helps plan, implement and direct key Sector Initiatives for Business Solutions within Region 5. The Industry Sector Coordinator (ISC) plays a key role in improving customer satisfaction, meeting regional performance objectives, partnerships, and agreements with the Regional Workforce Investment Boards (RWIBs). The ISC also serves as an industry specialist. The incumbent reports regularly to the Louisiana State Office of Workforce Development.

This position is independent and strategic, consisting of both technical and management level tasks requiring interaction with various departments in all levels of the OWD, LWIB, Local Area Coordinators & Directors, the Louisiana Workforce Commission (LWC), Business and Career Solutions Centers, Dept. of Economic Development, Chambers of Commerce, regional training providers, employers, and industry associations.

The bulk of the month's initiatives continues to revolve around initial contact or continued progression of dialogue

with employers in obtaining commitments or, at the very least, increased interest in JD-NEG participation. So far, the progression with most employers has slowed. Some employers expressing enthusiastic interest after an initial grant presentation/consultation, seem to put it to the side while “running the details up the chain” for consideration. Not from lack of interest, but rather a lack of motivation on their end (i.e. “sounds good, let me run it by so and so” or “we’re interested, but give me a week or two to look over everything”) to follow through to fruition.

Also, continued efforts were made to grow the supply side through job seeker interactions. The ISC attended each of the 4 weekly UI orientations and presented a 5 minute job seeker oriented JD-NEG “pitch.” Afterwards, interested attendees provided their information to REAL Staff, who compiled information into an Excel Spreadsheet. It appears that job seeker interest is more dependent on what appeals to their sense of urgency as opposed to the employers, who focus on the long term, strategic “savings.”

Other activities related to JD-NEG, Business Services, and Community Networking are charted below:

11. Report on Go Group Impact Study Summary

The regional impact study has been completed and its intent was to:

- Assist the GO Group in preparing the region for economic growth and the changes growth will bring
- Evaluate potential impacts to housing, utilities, education, workforce development, transportation, public health, environment, small businesses and community relations
- Analyze the state fo the region as it exists today, identify l ikely impacts, and recommend ways to assist the community in developing strategies that will maximize opportunities and minimize risks
- Build on work done by the GO Group over he past year and provide the leaders of the region with the information needed to proactively manage the upcoming growth in SWLA

Study Highlights

- Industrial Projects: 19 total projects with CAPEX of \$68 Billion
- Employment Growth: 2014-2019 growth rate of 4.7% annually
- Unemployment: 3% forecasted unemployment rate
- New Residents: 22,000 new residents expected by 2019
- Temporary Dwelling: Over 14,000 temporary units, peaking 2016
- Permanent Housing: Demand for approximately 8,000 permanent units
- Student Population: Approximately 6,000 new K-12 students
- Unincorporated Areas: 66% new growth expected
- Calcasieu Parish Growth: 86% new growth expected
- Freight output: Could double by 2021 (water, rail, pipeline)
- Traffic Delays: 45% total traffic delay increase (2014 figures)

The complete report can be accessed at <http://www.gogroupswla.com/>

12. Upcoming Meetings:

- (1) Next Executive Committee is **Tuesday, December 16, 2014** 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, January 22, 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 **Wednesday, January 14, 2014.**

13. Adjournment

All business conducted, Mr. Thibodeaux declared the meeting adjourned at 12:52 p.m.

**Workforce Investment Board (WIB)
Executive Committee Meeting**

Workforce Investment Act
Local Workforce Investment Area 51
Tuesday, October 21, 2014; 11:30 a.m.

Calcasieu Business & Career Solutions Center
2424 3rd Street ~ Elcie Guillory Room
Lake Charles, LA 70601

MINUTES

1. Call to Order & Roll Call

Chairman Lee Thibodeaux called the meeting to order at 12:00 noon. Ms. Poland called roll. A quorum of 4 fo the 7 members was present.

Members present: Mr. Lee Thibodeaux, Mr. Carlos Perez, Mr. R.B. Smith and Ms. Barbara Disnuke

Members absent: Mr. Charles Achane, Mr. Toby Leger and Mr. Lynn Hohensee

WIB Staff present: Ms. Stephanie Seemion, Ms. Juanita Poland, Ms. Betty Washington and Ms. Jazelle Jones

Business & Career Solutions Center staff present: Ms. Mary Conway and Ms. Myra DeLaCroix

CPPJ Director of Human Services present: Mr. Tarek Polite

2. Introduction of Guests

Mr. Gene Crook, Owner of SPARC Academy and Ms. Raven Caesar, Admin. Asst. were present to provide information on the school.

3. Consideration on Approval of Any Add-On Agenda Items

Only one item was to be added on: The approval of the MOU between the Workforce Investment Board, the One Stop Operator Consortium and the Calcasieu Parish Police Jury. **Mr. Carlos Perez moved to add the agenda item. Mr. RB Smith seconded. Mr. Thibodeaux called for public comment regarding the addition of the item. There was none. Carried.**

4. Consideration on Approval of Executive Committee Minutes 8/19/14

Ms. Barbara Disnuke moved to approve the Executive Committee Minutes of the August 19, 2014 meeting. Mr. R.B. Smith seconded. Carried.

5. Consideration on Expenditure Report for Month Ending September 30, 2014

Ms. Betty Washing provided a review of the Expenditure report for the month ending September 30, 2014 as follows:

- | | |
|--|---|
| <p>(1) <u>WIA Adult Funds</u></p> <ul style="list-style-type: none"> ● Spending is \$138,826 ● Balance is \$365,365 ● Overall spending at 28% ● Admin Spending at 7% ● Program Spending at 29% | <p>(4) <u>Disability Employment Initiative</u></p> <ul style="list-style-type: none"> ● Spending is at \$89,781 ● Balance is \$105,219 ● Overall Sending is at 46% ● Admin Spending is at 10% ● Program Spending is at 49% |
| <p>(2) <u>WIA Dislocated Worker Funds</u></p> <ul style="list-style-type: none"> ● Spending is \$91,404 ● Balance is \$392,337 ● Overall Spending at 19% ● Admin Spending at 31% ● Program Spending is at 18% | <p>(5) <u>Job Driven NEG</u></p> <ul style="list-style-type: none"> ● Spending is \$8,279 ● Balance is \$1,541,721 ● Overall Spending is at 1% ● Admin Spending is at 3% ● Program Spending is at -0- |
| <p>(3) <u>WIA Youth Funds</u></p> <ul style="list-style-type: none"> ● Spending is \$99,272 ● Balance is \$293,668 ● Overall Spending at 25% | |

Ms. Barbara Disnuke moved to accept Ms. Washington's Expenditure Report for the month ending September 30, 2014. Mr. R.B. Smith seconded. Carried.

6. Update on Sparc Academy Issues Uncovered after First Orientation Meeting

1. Sparc Academy Conducting Drug Testing
2. Tuition Payment Options When Tuition Exceeds Cap

Mr. Gene Crook provided a handout and a brochure on Sparc Academy. The brochure provided information regarding education, equipping, and training for welders. The handout was a copy of a PowerPoint providing information on the services provided by Sparc Academy (welding training and testing, NCCER accredited training sponsor, AWS D 1.1, ASME, API 1104 Certifications available, Experienced instructors providing On-the-job experience to the classroom and Job Placement Assistance), Information on the NCCER Credential, an overview of the various kinds of welding taught at Sparc (GMAW–Mig, SMAW-Stick, FCAW-Flux Core, and GTAW-Tig), Information on the outlook for a career in welding with high demand and high pay, Information on the Placement rates which are consistently over 80% and Completion rates of 90%, Information on the requirements to enroll (High School Diploma or GED, Pass a drug test prior to enrollment, Desire to work in the field, acceptable vision for welding, ability to perform essential functions of welding including rigorous physical demands), Information on Welding and OSHA Safety Courses. Mr. Crook provided the information contained in the PowerPoint.

After much discussion, Mr. Crook stated that he cannot train a welder for \$2,000. He said that in other states, the WIA would make a commitment for at least 5 students and a financial commitment of \$35,000 (\$7,000 each). He stated that if he could not get help from WIA he was leaving. A class is scheduled to begin in November.

Mr. Thibodeaux thanked Mr. Crook for attending the meeting and restated the history of our encounter with Sparc. As a new school, the Board desired to have someone visit the school premises. Two Board members, Mr. Carlos Perez and Mr. Toby Leger made a site visit and reported their findings to the Executive Committee. Items found needing correction included the installation of exhaust fans that are required by OSHA. The issues still listed on the Agenda have been acted on. The drug testing has been approved. The only issue remaining is the fact that the tuition at the School exceeds the amount of tuition that the WIB has taken action to approve payments (Adults \$2,000; Dislocated Workers \$5,000 and JDNEG \$3,500). These payments include tuition and supportive services together.

Mr. Thibodeaux said that there are many other individuals interested in things other than welding. We cannot train only welders. We must look at the community and the people and accommodate as many as we can. If we had unlimited funds, we could do this, but we do not.

A discussion ensued among WIB and staff regarding the possibility of stipulating up to 10 dislocated workers. **Mr. R.B. Smith moved to table the matter until the staff can put together a scenario on using the funding. Mr. Carlos Perez seconded. Carried.** Mr. R.B. Smith suggested that a call be made to Mr. Crook telling him about the plans to make a review of the funding and spending to see if something better can be arranged. This information is to be brought back to the Executive Committee for action. Until that time, all Funding Caps remain as is. There is, however, no way to have this resolved in time for a class beginning November 2. It is customary that the Orientation for the Class be held at least 1 month prior to the class beginning so that required eligibility and enrollment activities can occur between the participant and the WIA Staff.

7. Update on State Contract for Job Driven National Emergency Grant Update on Recruitment & Marketing JDNEG

Ms. Seemion reported that over 500 letters have been sent to the long-term unemployed, recently separated vets, and those individuals at risk of exhausting their UI Benefits. The response has been very

minimal. A marketing campaign with local media is underway. Staff is also working with employers to establish OJTs for the work-based training required. Information meetings are being held through the end of October.

- 8. Update on Cooperative Endeavor Agreement (CEA) between CPPJ & Vernon Parish Police Jury**
Ms. Seemion reported that the CEA has not been signed. The Vernon Parish Police Jury has some issues with the wording on the manner of payment. Their lack of signature does not impact us from spending. The CPPJ cannot pay costs for LWIA 50 except through this cost reimbursement legal document. The item must be placed on the Vernon Parish Police Jury's Agenda for approval and then once signed, must be returned to Calcasieu Parish for local signatures.

Ms. Seemion also announced that Ms. Sissie Troutman had retired and a new Interim Director has been named. He is Mr. Ross Whitaker.

- 9. Consideration on Utilization of Youth Carryover Funds of \$ 57,872**
Mr. Carlos Perez moved to allow the current Youth Service Providers (Calcasieu Workforce Center and the Calcasieu Parish School Board) the privilege to request additional funds to add to the current Contracts. Ms. Barbara Disnuke seconded. Carried.

- 10. Consideration on Approval of Memorandum of Understanding (MOU) between One Stop Partners in the Business & Career Solutions Center**
Ms. Stephanie Seemion reported that Partners met and submitted their revisions. Based on the information submitted, there were no major changes to the MOU for the Business and Career Solutions Center Partners. Mr. Carlos Perez moved to approve the MOU for the Partners in the Business and Career Solutions Center. Mr. R.B. Smith seconded. Carried.

- 10a. Consideration on approval of Memorandum of Understanding (MOU) between the Calcasieu Parish Police Jury, the Workforce Investment Board and the One Stop Operator Consortium (Calcasieu Workforce Center, Louisiana Workforce Commission Rehabilitations Services, Calcasieu Parish Police Jury Department of Human Services and SOWELA Technical Community College).**
Again Ms. Seemion reported that the One Stop Operator had met and reviewed the MOU and entered a few revisions. There were no major changes to the MOU for the One Stop Operator. Ms. Barbara Disnuke moved to approve the MOU for the One Stop Operator Consortium. Mr. R.B. Smith seconded. Carried.

- 11. Report on Business & Career Solutions Center Activities for Month Ending September 30, 2014**
Ms. Mary Conway had emailed the report to all members of the committee as follows:

Membership Team

| Category | September 2014 | September 2013 |
|---------------------|----------------|------------------------|
| New Customers | 175 | 497 |
| Return Customers | 638 | 1254 |
| Plant Applications* | 86 | 302 Paper Applications |

Skills Development Team

Customers utilized the Skills Development Lab for a variety of services. Listed below are the services provided and the number of members that utilized each service:

| Services | September 2014 | September 2013 |
|-----------------------------|----------------|----------------|
| Quiz Pre-Employment Testing | 0 | 0 |
| On-line Assessment | 0 | 0 |
| Job Search | 424 | 549 |
| Resumes | 97 | 111 |

| | | |
|---|----|-----|
| Phones/Copier/Fax | 87 | 197 |
| UI Claims (Computer) | 85 | 214 |
| Literacy Council/GED Referrals/Computer Class | 1 | 0 |
| TABE/SAGE Assessment | 2 | 2 |
| Job Readiness Workshop | 6 | 8 |
| WIA Orientations | 0 | 0 |
| Disability Employment Initiative | 10 | 2 |
| Job Fair/Hiring Event | 22 | 37 |
| Louisiana Rehabilitations Services | 0 | 0 |
| SWLA Workforce Resource Guide Orientations | 0 | 0 |
| Literacy Council Computer Class | 0 | 0 |
| Password Re-Sets | 22 | 42 |
| JD-NEG Information Meetings | 30 | 0 |
| Special Employer Events | 59 | 37 |

Seventy-seven (77) (155) Veterans were assisted in the Career Services in September 2014.

There were (9) (6) placements recorded for September 2014 from students that were awarded WIA classroom training scholarships.

Staff conducted orientation on Monday, September 8, 2014 at the Business & Career Solutions Center for students who were interested in WIA financial assistance to attend Welding training at SPARC Academy. One (1) applicant attended and to date, no one has been enrolled. At the time of orientation, the applicant did not have the additional finances to pay his portion of the tuition over the \$2000 cap.

Staff conducts weekly informational meetings to advise and educate individuals of the opportunities being offered through the Job Driven-National Emergency Grant. September meetings were held on Mondays at 9:00 a.m. and 1:30 p.m. and Fridays at 1:30 p.m. Thirty (30) individuals attended the September meetings.

Re-Employment Assistance Program

| Category | September 2014 | September 2013 |
|-------------------|----------------|----------------|
| 1st Point Letters | 0 | 181 |
| 2nd Point Letters | 0 | 153 |
| | | |

Job Search rendered on an as-needed basis.

services are

Group training sessions for first service point claimants are scheduled for Tuesdays and Thursdays at 8:30a.m., and second service point claimants are provided re-employment assistance on Wednesdays and Fridays at 8:30a.m.

The last letters went out on June 12, 2014. However, the Center may still have a few clients trickling in that need to satisfy these two service points in order to continue receiving UI benefits.

Recruitment and Placement Hiring Events

LiUNA – Business & Career Solutions Center WorkKeys Lab was used for testing on September 3, 2014. Two (2) LiUNA representatives were present. The company was hiring for a Laborer. Eight (8) job seekers attended the event. Hiring decision is pending.

Louisiana Pigment - Business & Career Solutions Center staff provided Human Resources Supervisor with a list of Operator candidates from the electronic plant pre-application database. LA Pigment selected 38 candidates for testing. Center staff contacted candidates via phone and email to provide information regarding the testing opportunity. Candidates completed a series of 5 tests at LA Pigment's Testing Center during the week of September 9th, 2014. Hiring decisions are contingent upon testing and interviewing results.

LiUNA – Business & Career Solutions Center WorkKeys Lab was used for testing on September 9, 2014. Two (2) LiUNA representatives were present. The company was hiring for a Laborer. Five (5) job seekers attended the event. Hiring decision is pending.

LiUNA – Business & Career Solutions Center WorkKeys Lab was used for testing on September 12, 2014. Two (2) LiUNA representatives were present. The company was hiring for a Laborer. Ten (10) job seekers attended the event. Hiring decision is pending.

H&R Block – Business & Career Solutions Center WorkKeys Lab was used for testing on September 17, 2014. Four (4) H&R Block representatives were present. The company was hiring for a Tax Preparer and Receptionist. Eleven (11) job seekers attended the event. Hiring decision is pending.

LiUNA – Business & Career Solutions Center WorkKeys Lab was used for testing on September 18, 2014. Two (2) LiUNA representatives were present. The company was hiring for a Laborer. Ten (10) job seekers attended the event. Hiring decision is pending.

FedEx – Business & Career Solutions Center WorkKeys Lab was used for testing on September 19, 2014. One (1) FedEx representatives were present. The company was hiring for a Driver. Three (3) job seekers attended the event. Hiring decision is pending.

LiUNA – Business & Career Solutions Center WorkKeys Lab was used for testing on September 19, 2014. Employer never showed up and when called said was unable to contact anyone to test.

Cameron LNG – Business & Career Solutions Center WorkKeys Lab was used for testing on September 19, 2014. One (1) Cameron LNG representatives were present. The company was hiring for a Operator. Four (4) job seekers attended the event. Hiring decision is pending.

JD's Rebar & Construction – Business & Career Solutions Center WorkKeys Lab was used for testing on September 26, 2014. Two (2) JD's Rebar & Construction representatives were present. The company was hiring for a Rod Buster and Carpenter. Six (6) job seekers attended the event. Hiring decision is pending.

SGS Petroleum – Business & Career Solutions Center WorkKeys Lab was used for testing on September 29, 2014. Three (3) SGS Petroleum representatives were present. The company was hiring for a Loader. Two (2) job seekers attended the event. Hiring decision is pending.

There were 52 (43) hires for the month of September 2014.

Vets Securing America – 2 Security Guard @ \$9.00 per hour

Sulzer – 1 Field Service Mechanic @ \$25.00 per hour

H&R Block – 1 Tax Preparer @ \$10.00 per hour

Polaris Engineering – 1 Structural Welder @ \$24.00 per hour

Dollar General – 1 Cashier @ \$7.25 per hour

McNeese State University – 1 Cook @ \$9.00 per hour

Chartwell Compass Group USA – 1 Cook @ \$11.26 per hour

Turner Industries – 1 Boilermaker Helper @ \$21.68 per hour; 2 Welders @ \$27.00 per hour; 1 Boilermaker @ \$27.00 per hour

Volunteer Pastilles – 2 Pack Out Operators @ \$12.00 per hour

First Federal of LA – 1 Teller @ \$10.50 per hour

Firestone – 2 Instrument Tech @ \$30.87 per hour; 1 Boilermaker @ \$30.87 per hour

CB&I – 1 Welder @ \$22.01 per hour

Resthaven – 1 Licensed Practical Nurse @ \$19.00 per hour

Swift Worldwide Corp – 1 Accounting Analyst @ \$21.00 per hour

Lauberge – 1 Security Guard @ \$10.50 per hour

Stonebridge – 1 Certified Nursing Assistant @ \$8.00 per hour

Camelot Brookside – 1 Certified Nursing Assistant @ \$8.00 per hour

Jennings American Legion Hospital – 1 Certified Nursing Assistant @ \$8.00 per hour

SWLA Veterans War Home – 1 Nursing Assistant @ \$8.54 per hour

CodeRed – 1 Firewatch @ \$16.00 per hour

Bechtel – 1 Welder @ \$20.40 per hour

Bevel Corp Quality Rebar & Steel – 1 Steel Fabricator @ \$16.00 per hour

Axiall – 2 Utility Crew Worker @ \$14.21 per hour

Alcoa – 1 Electrician @ \$27.01 per hour

Laborers Local 207 – 1 Laborer @ \$16.00 per hour

Blue Water Constructors – 1 Firewatch @ \$18.00 per hour

Citgo Petroleum – 1 Warehouseman @ \$36.90 per hour; 1 Environmental CoOp Engineer @ \$25.58 per hour; 1 Mechanical

CoOp Engineer @ \$23.49 per hour; 13 Operator-Start @ \$34.22 per hour; 2 Lab Analysts @ \$34.22 per hour

Savoie's Sausage & Food Products – 1 Driver @ \$12.50 per hour

Registered Employers

Total number of new employers registered from September 1, 2014 to September 30, 2014 - eleven (11) (9). None were staff registered.

Job Orders

Staff entered fifty-six (56) (15) of the total two hundred thirty three (233) (157) job orders entered from September 1, 2014 to September 30, 2014.

Hires Resulting from Staff Referrals

Total number of hires resulting from staff referrals from September 1, 2014 to September 30, 2014- thirty-four (34) (36).

Services provided to employers

Direct staff assisted services were provided to thirty seven (37) (30) employers from September 1, 2014 – September 30, 2014 resulting in one hundred eight (108) services.

Some of the services included: Job Fair Services, Job Order Assistance, Website Navigation, Recruitment Services, Refer Qualified Applicant to Employer Job Vacancies, Reviewed Resumes and Recommended Individuals, Provided Customized/Mass recruitment Services, Hosting Hiring Events, Hosting Interview Events, Hosting testing events.

WORKKEYS ASSESSMENT

WorkKeys assessment was administered to four (4) (0) applicants during September 2014 (three (3) for Firestone and one (1) for Volunteer Pastille).

CALCASIEU WORKFORCE CENTER YOUTH PROGRAM

Cameron Parish – 4 (5) participants enrolled

3 Occupational Skills Training

1 Follow-up Services

Calcasieu Parish – 43 (44) participants enrolled

36 Active

22 Occupational Skills Training

2 Work Experience

36 Leadership Development Services and/or Job Search\Placement assistance

5 Follow-Up

2 Officially Exited

Jeff Davis Parish - 28 (18) participants,

15 are active

3 Occupational Skills Training

15 Leadership Development Services, Adult Mentoring, and/or Job Search\Placement Assistance

12 Follow-up

1 Officially Exited

The Youth Skills Development Specialists daily assist youth members in Career Services. Upon the youth's initial visit to the Center, they receive a Youth Service brochure and a Get A Job Kit to enhance their job seeking skills. The Youth Specialists provide each youth job search assistance, resume preparation, and job referral information as needed. Twenty-two (22) (57) youth visited the center during the month of September 2014.

Two (2) Youth participants were administered the TABE and SAGE assessments. Issue 33 of the Calcasieu Workforce Gazette newsletter was mailed to all youth participants. The newsletter was also posted on Facebook and the Calcasieu Parish Police Jury's website.

Youth staff attended the following Career Fairs during September:

McNeese State University – September 29, 2014

Sowela Technical Community College – September 30, 2014

Calcasieu Workforce Center's Youth Contract Negotiation PY2014/15 was held on the 26th at the Business and Career Solutions Center.

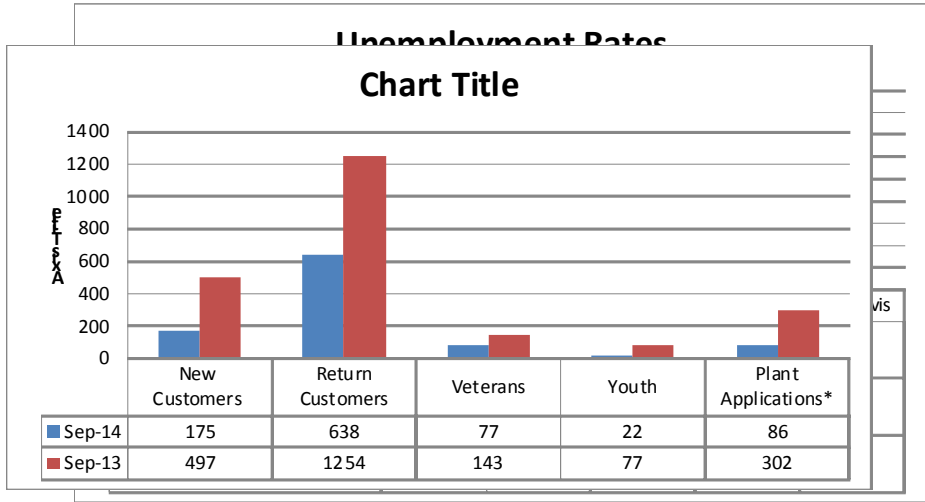
RE-EMPLOYMENT ASSISTANCE OF LOUISIANA/WORKER PROFILE RE-EMPLOYMENT SERVICES (REAL/WPRS)

The REAL Staff conducted nine (9) (4) REAL/WPRS Orientations and scheduled 67 case management appointments during the month of September. Three hundred nineteen (319) (119) letters were mailed and 157 (26) UI profilers attended the orientations. REAL Orientations are now scheduled every Tuesday at 1:30 p.m.

The WPRS program began June 19, 2014. WPRS participants are UI claimants profiled as most likely to exhaust their UI benefits. Orientations are held every Tuesday and Wednesday at 9:00 a.m. and 1:30 p.m. WPRS profilers will have up to five service points to complete. WPRS profilers will receive intensive services and case management to further assist them in

becoming job ready and obtaining employment. As with REAL, WPRS profilers that fail to comply with service point letter instructions, will be disqualified for UI until requirements are met.

UNEMPLOYMENT RATE:



This data for August 2014 was taken from “Louisiana Workforce at a Glance,” (release date: September 26, 2014) may be found at laworks.net..

JUDICIAL CORE OPPORTUNITY REFERRAL FOR EMPLOYMENT (J-Core)

The purpose of the J-Core Program is to assist Ex-Offenders that face many challenges after their release from prison. It also, provides career counseling, training and job placement services to ex-offenders, to help them secure meaningful and gainful employment that pays a decent wage. This component is intended to help curtail the revolving door of recidivism.

The Business Services Specialist (BSS) scheduled four workshops for September but due to the lack of attendees, only facilitated one (1) (4) workshop in September for J-Core/Re-Entry Program for the Hard-To-Employ. One (1) (8) J-Core participant attended the workshop. There were no J-Core placements recorded for August.

Supportive Services (Housing Payment) were provided for two (2) J-Core Applicants.

VETERAN ACTIVITIES

| | | |
|--|-----|------|
| New Registrations | 10 | (24) |
| Enrollments Previous | 117 | (48) |
| Services Provided by Staff to Veterans | 398 | (91) |
| Veterans Referred to Job Vacancies | 4 | (2) |
| Veterans Hired Thru HiRE Job Vacancies | 3 | (1) |

| Veteran Hired | Employer | Job Title | Pay Rate |
|----------------------|----------------------------------|------------------|------------------|
| Darroll Carter Sr | Vets Securing America | Security Guard | \$9.00 per hour |
| Louis Guillory | Savoie’s Sausage & Food Products | Driver | \$12.50 per hour |
| Mark Rideaux | Turner Industries | Welder | \$27.00 per hour |

The B&CSC staff provides “Veterans Priority of Service” to all veterans that seek employment and training services. Veteran job seekers services are available in Career Services and Business Services departments. Currently, the Center does not have an assigned DVOP or LVER. However, one is still available in Region 5 and will service Calcasieu Consortium Veterans as needed.

CUSTOMER COUNT – September 2014

BUSINESS SERVICES OUTREACH

The Business Services Specialist (BSS) continues to provide outreach services informing community businesses, agencies, and residents of the services provided at the Business and Career Solutions Center. The BSS works in partnership with Catholic Services, CSBG, HeadStart, etc. to provide BCSC clients the necessary support (housing, TWIC/Safety Cards, training, uniforms, etc.) needed to become and/or retain gainful employment.

The BSS provides a Job Readiness Workshop for BCSC members on the 2nd and 4th Friday of each month.

Outreach

09/25/14 – Business After Hours – Grand Opening/Hampton Inn/Ribbon Cutting.

09/29/14 – McNeese State University Career Fair.

09/30/14 – Sowela Technical Community College – Sowela Career Fair.

Training/Conference Call/Staff Development

09/10/2014 – Webinar – Understanding Employer Features

09/11/2014 – Webinar – L.C. OWD Quarterly Training 2 C’S Data Validation

09/25/2014 – Webinar – LMI Regional Presentation (Region 5)

DISABILITY EMPLOYMENT INITIATIVE (DEI):

The Disability Employment Initiative began May 2013 in LWIA51. The purpose of the DEI program is to improve coordination and collaboration among employment and training and asset development programs implemented at state and local levels, including the Ticket to Work Program, and to build effective community partnerships that leverage public and private resources to better serve individuals with disabilities and improve employment outcomes. The LADEI will capitalize on best practices learned from the state’s Disability Program Navigator initiative and will address the way employment services are delivered through state agencies and provide these services in a way that is effective for people with disabilities and responsive to the needs of business. The LADEI proposes to increase the number of persons with disabilities and significant challenges utilizing Job Center services and becoming gainfully employed; increase the number of exiters with disabilities retaining employment; and increase the average earnings of people with disabilities utilizing these services.

The Center, in its role of employment network, now has thirteen (13) Tickets that have been assigned to LWIA 51 for Ticket to Work activities and one (1) Ticket is pending confirmation. Three (3) ticket holders are currently employed. The Disability Resource Coordinator (DRC) participated in two (2) webinars and four (4) conference calls regarding DEI, Ticket to Work and disability-related matters.

The DRC also provides local level activities to promote capacity building for DEI. Strategic Service Delivery Components addressed include:

Integrated Resource Team Approach

Integrating Resources and Services, Blending and Braiding funds.

Self Employment

Asset Development Strategies

Partnerships and Collaboration

DRC notable activities for September:

Serve as Co-Chair in 2014 Diversity Works Job Fair Regional Planning Committee Meeting. Also serve as Chair of Marketing Committee for 2014 Diversity Works Job Readiness Seminar and job Fair;

Serve on Board of Mayor’s Commission on Disability; also serve on Employment and Project Committees ;

Hosted and presented Ticket to Work Orientation session for customers with disabilities that receive disability income that are seeking employment;

Participated in monthly conference call with Manpower’s Access2Ability project;

Hosted and held 2014 Diversity Works Media Brunch to inform media sources of Disability Employment Awareness Month efforts and activities; The brunch was video-taped and aired on the Government Channel;

Interviewed by Calcasieu Parish Police Jury C-Gov on Ticket to Work program and Disability Employment Awareness Month activities;

Interview video-taped and aired on KPLC-TV 6:00 pm and 10:00 pm newscast as well as featured on television station’s website;

Completed interview with reporter from the American Press that resulted in an article on the Ticket to Work Orientation programs as well as Disability Employment Awareness Month information; and

Ad regarding Disability Employment Awareness Month activities featured in September issue of The Voice Magazine and additional information featured on magazine’s website.

INDUSTRY SECTOR COORDINATOR

The Industry Sector Coordinator helps plan, implement and direct key Sector Initiatives for Business Solutions within Region 5. The Industry Sector Coordinator (ISC) plays a key role in improving customer satisfaction, meeting regional performance objectives, partnerships, and agreements with the Regional Workforce Investment Boards (RWIBs). The ISC also serves as an industry specialist. The incumbent reports regularly to the Louisiana State Office of Workforce Development.

This position is independent and strategic, consisting of both technical and management level tasks requiring interaction with various departments in all levels of the OWD, LWIB, Local Area Coordinators & Directors, the Louisiana Workforce

Commission (LWC), Business and Career Solutions Centers, Dept. of Economic Development, Chambers of Commerce, regional training providers, employers, and industry associations.

Training:

Training for the Industry Sector Coordinator (ISC) continued with multiple, more specialized courses. Training completed in September included:

Labor Market Information (LMI) Data Mining, Dissemination & Usage

LMI #2 – Case Study Presentation for Sector 5 with PowerPoint presentation

(This required multiple conference calls with other team members from the Deridder office to accurately compile and coordinate goals and required data.)

Other Job-Related Activities:

Meetings attended during the month of September included the following:

Education & Workforce Development Committee Meeting at the SEED Center.

Servicemen & Women Job Fair at Fort Polk. Represented the Calcasieu Consortium and liase/networked with several other workforce development entities and employers.

Along with Ms. Crystal Scott, Business Services Manager, had multiple meetings with representatives from the Golden Nugget. Assisted in registering them in HiRE, and coordinated future hiring events including attendance at the upcoming quarterly job fair.

Attended the Diversity Workforce Media brunch.

Attended meeting with representatives of South Central Laborers Training & Apprenticeship, WIB Director, Site Coordinator, and Business Services Team. Their plans are to launch multiple 7-week bootcamps in the upcoming months.

Attended multiple networking events including the SEED Center “After Hours”

Attended the Lafayette Economic Development Authority (LEDA) meeting. This session provided preliminary information to Lafayette parties with vested interests in the upcoming SWLA industrial boom.

Along with Mrs. Stephanie Seemion, WIB Director, met with Ms. Marion Fox of the Jeff Davis Economic Alliance concerning an increased participation; upcoming roles of Jeff Davis counterparts for the JD-NEG Grant facilitation; and primary points of contact with major employers in Jeff Davis.

Presented to the WIB at the quarterly meeting, an abbreviated update on specific activities and upcoming efforts pertaining to them directly.

UPCOMING EVENTS:

Quarterly Job Fair – October 8, 2014, 9:00 a.m. – 12:00 p.m. – Lake Charles Civic Center

Mr. R.B. Smith moved to accept the Business & Career Solutions Center report through the month of September, 2014. Mr. Carlos Perez seconded. Carried.

12. Upcoming Meetings:

- (1) Next **Executive Committee** is **Tuesday, November 18, 2014** 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, January 22, 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 **Wednesday, January 14, 2014.**

13. Adjournment

All business conducted, Mr. Thibodeaux declared the meeting adjourned at 1:30 p.m.

**Workforce Investment Board (WIB)
Executive Committee Meeting**

Workforce Investment Act
Local Workforce Investment Area 51
Thursday, February 26, 2015 ~ 9:00 a.m.

Calcasieu Business & Career Solutions Center
2424 3rd Street ~ Elcie Guillory Room
Lake Charles, LA 70601

MINUTES

1. Call to Order & Roll Call

Chairman Lee Thibodeaux called the meeting to order at 9:07 a.m. Ms. Poland called roll. A quorum of 4 of the 7 members was present.

Members present: Mr. Lee Thibodeaux, Mr. Carlos Perez, Mr. Toby Leger and Ms. Barbara Disnue

Members absent: Mr. Charles Achane, Mr. Lynn Hohensee and Mr. R.B. Smith

WIB Staff present: Ms. Stephanie Seemion, Ms. Juanita Poland, Ms Jazelle Jones and Ms. Betty Washington.

Youth Services Staff present: Ms. Mary Conway and Ms. Jonnika Boutte

CPPJ Director of Human Services Department: Mr. Tarek Polite

a. Ms. Karen Lambert Clapp has been named the new Director for the GO Group. Since the GO group is a collaborative between the City and Parish, this is a Public Entity. Karen is on the WIB at this time as a member of the Private Sector.

b. Toby Leger's resignation from the Executive Committee
Mr. Leger explained that his job has changed and that now, the company has a work related activity every Tuesday that he is required to attend. Therefore, he can no longer participate on the Board's Executive Committee meetings as long as they are held on Tuesday. He has asked to Executive Committee to consider changing the date of the meeting. After discussion, Mr. Lee Thibodeaux asked that Ms. Poland poll all of the committee members to obtain their availability to change the meeting day to a Thursday.

2. Introduction of Guests

There were no guests attending the meeting.

3. Consideration on Approval of Any Add-On Agenda Items

Mr. Carlos Perez asked to add one agenda item, to send a Thank You correspondence to those employers who do show up at the job fairs. This will be done by staff.

4. Consideration on Approval of Executive Committee Minutes 11/18/14

Mr. Carlos Perez moved to approve the minutes of the November 18, 2014 meeting. Mr. Toby Leger seconded. Carried.

5. Consideration on Expenditure Report for Month Ending January 31, 2015

Ms. Betty Washington reported on the Expenditures as follows:

A. WIA Adult Funding

- Total Spending \$291,240
- Balance \$212,951
- Overall spending is 58%
- Administrative expenditures 80%
- Program expenditures 56%

B. WIA Dislocated Worker Funding

- Total Spending \$\$167.724
 - Balance \$316,017
 - Overall spending is 35%
 - Administrative expenditures 31%
 - Program expenditures 35%
- C. WIA Youth Funds
- Total Spending \$220,363
 - Balance \$172,577
 - Overall spending is 56%
 - Administrative expenditures 96%
 - Program expenditures 52%
- D. Job Driven National Emergency Grant
- Total Spending \$48,300
 - Balance 1,501,700
 - Overall spending is 3%
 - Administrative expenditures 8%
 - Program expenditures 3%
 - There are 20 months remaining in the contract (74% of the time)
- E. Disability Employment Initiative
- Total Spending \$116,638
 - Balance \$78,362
 - Overall spending is 60%
 - Administrative expenditures 40%
 - Program expenditures 61%

6. Consideration on Transfer of Funds From Dislocated Worker to Adult Funding Stream

Ms. Washington stated that she did not yet have a discrete number. There are currently \$83,469 unobligated funds remaining. These funds have always been difficult to spend. The \$83,469 represents 24% of the allocated Dislocated Worker funds. We are allowed to transfer up to 50% of the Dislocated Worker allocation to Adult. These funds will be used to serve adults who do not meet the definition of a dislocated worker. ***Mr. Toby Leger moved to permit a transfer of dislocated worker funds to the adult funding stream. Ms. Barbara Disnuke seconded. Carried.***

7. Consideration on Request for Additional Youth Funds for Calcasieu Workforce Center

Ms. Mary Conway submitted a request to receive an additional \$50,802. Ms. Washington said that there is only \$7,250 available in the Youth funding stream that is unobligated.. Youth who are 18 years of age or older can be served through the adult funding stream. ***Mr. Toby Leger moved to award the \$7,250 to the Calcasieu Workforce Center Youth Program. Mr. Carlos Perez seconded. Carried.***

8. Consideration on Receipt of \$96,535 in FY13 State Level Program Funds to Expand Region 5 Sector Strategy Model

The intended use of funds is to support activities that increase collaboration with the expanding petrochemical industry in the Region, including hiring a temporary position to document issues/needs of the industry and developing ideas for on-line solutions and collateral materials. These funds must be fully expended by June 30, 2015, and cannot be used for admin costs. The addition of these funds has already been included in the original Resolution when the CPPJ approved it in 2013.

Ms. Seemion reported that these incentive funds received for exceeding performance measure could be used to the hiring of an individual to engage industry. Space has been rented at Sowela, equipment will be purchased, and an MOU will be developed between Sowela and the Workforce Investment Board. ***Mr. Toby Leger moved to accept the funds. Mr. Carlos Perez seconded. Carried.***

9. Update on Progress of the Job Driven National Emergency Grant

Update on Recruitment & Marketing JDNEG

1. The SWLA Economic Development Alliance has provided the list of chamber members so that we may contact them to give information on the OJT Sliding Scale and the need for OJT. There are 1633 names on the list. These FYIs will be part of the Marketing Campaign. Targeting the Manufacturing Industries.
2. Depending on the status of the CEA, we may include marketing in LWIA50 to inform individuals to come to the B&CSC in Lake Charles.

Ms. Seemion reported that there is over \$1 million left to spend. The Center is having a hard time to spend these funds. Outreach is available through television and the newspapers; LWIA50 has not taken any action toward the Cooperative Endeavor Agreement (CEA) so the funds designated for them will have to be spent here; an insert was placed in the Water Bill that went to 30,000 customers; some churches have been asked to make the information known; more advertising will need to be carried out in LWIA50.

Mr. Toby Leger recommended that Social media be utilized. His company uses a “boost” ad on Facebook and personal pages. They do target boosting.

Ms. Barbara Disnuka suggested that we look at the wording on our ads. Ms. Seemion commented that this had already been done.

Ms. Seemion stated that the State is working on a Policy.

On March 19, there will be a Job Fair in Jennings.

On April 8 from 9-12, the Quarterly Job Fair will be held at the Civic Center

10. Report on Business & Career Solutions Center Activities for Month Ending December 31, 2014

Ms. Mary Conway presented the Report as follows:

Numbers in red represent report comparison from 2014.

Membership Team

| Category | January 2015 | January 2014 |
|---------------------|--------------|--------------|
| New Customers | 580 | 449 |
| Return Customers | 1054 | 1073 |
| Plant Applications* | 493 | 148 |

Skills Development Team

Customers utilized the Skills Development Lab for a variety of services. Listed below are the services provided and the number of members that utilized each service:

| Services | January 2015 | January 2014 |
|---|--------------|--------------|
| Quiz Pre-Employment Testing | 0 | 0 |
| On-line Assessment | 7 | 34 |
| Job Search | 1125 | 788 |
| Resumes | 98 | 114 |
| Phones/Copier/Fax | 126 | 119 |
| UI Claims (Computer) | 104 | 192 |
| Literacy Council/GED Referrals/Computer Class | 1 | 5 |

| Services | January 2015 | January 2014 |
|--|--------------|--------------|
| TABE/SAGE Assessment | 0 | 2 |
| Job Readiness Workshop | 8 | 13 |
| WIA Orientations | 10 | 17 |
| Job Fair/Hiring Event | 693 | 233 |
| Disability Employment Initiative | 2 | 2 |
| Louisiana Rehabilitations Services | 0 | 0 |
| SWLA Workforce Resource Guide Orientations | 0 | 0 |
| Literacy Council Computer Class | 0 | 0 |
| Password Re-Sets | 25 | 99 |
| JD-NEG Information Meetings | 4 | 0 |
| Ticket to Work Orientation | 6 | 0 |
| Special Employer Events | 24 | 22 |

One hundred forty-one (141) (153) Veterans were assisted in Career Services during January 2015.

The following is the (1) (1) placement recorded for January 2015 from a student that was awarded a WIA classroom training scholarship:

Landmark – Certified Nurse Assistant ~ 1 @ \$9.60 hourly

Staff enrolled seven individuals from the WIA orientation Spring 2015, sessions that were held Monday, December 15, 2014. Reflected below are the numbers and curriculums participants are pursuing:

Sowela Main Campus: 1 Licensed Practical Nurse, 1 Process Technology, 1 Networking Specialist (funded through JD-NEG Grant) and 2 Certified Nursing Assistants.

Sowela Morgan Smith Campus: 1 Licensed Practical Nurse and 1 Certified Nurse Assistant.

Staff traveled to SPARC Academy Tuesday, January 20, 2015, to conduct orientation for individuals interested in WIA assistance for the upcoming Welding classes. Six (6) applicants attended orientation. Applicants are currently in the WIA eligibility process. Class is scheduled to begin Monday, February 9, 2015, therefore, enrollment numbers will be reported in March report.

A WIA orientation session was held on Friday, January 30, 2015, for individuals interested in Sowela's upcoming Machinist class. Four applicants attended. Eligibility determination is pending. Since the class is schedule to begin in February, number of enrollments will also be provided in the March 2015 report.

Staff has been conducting informational meetings to advise and educate individuals of the opportunities offered through the Job Driven-National Emergency Grant. Meetings are conducted on an as needed basis. Four (4) individuals participated in January.

After reviewing Customer Satisfaction surveys it was determined that Customers were very satisfied with Center services.

Recruitment and Placement Hiring Events

Advantage Resourcing – Business & Career Solutions Center scheduled a hiring event for January 8, 2015. The company was hiring for a Porter. Advantage Resourcing representative did not show. Jobseekers were referred to Advantage Resourcing office.

Quarterly Job Fair – Calcasieu Business & Career Solutions Center hosted its first Quarterly Career Fair of the year on January 14, 2015. The job fair was held at the Lake Charles Civic Center’s Buccaneer Room from 9:00 a.m. – Noon. Thirty one (31) employers attended the fair. Six hundred ninety three (693) job seekers were in attendance. Veterans were given priority of services. All veterans that were present at the beginning of the job fair were allowed to enter the job fair before the general public. Veterans were given fifteen minutes to meet with prospective employers before all other job seekers. In total, fifty three (53) veterans attended the job fair. One hundred eighty six (186) youth attended the job fair. Four hundred fifty (450) job seeker surveys were collected. Thirty (30) employer surveys were collected. Three hundred thirty nine (339) job seekers pre- registered for the job fair. Hiring decisions are pending. Both employers and job seekers were very pleased with the set up. This job fair, by far, exceeded our expectations. We are presently strategizing to determine how we can better promote the April Job Fair to job seekers/employers.

Sasol – Business & Career Solutions Center held testing on January 14, 2015. Five (5) Sasol representatives were present. The company was testing for a Lab Analyst position. Twenty three (23) jobseekers were administered the pre-employment test; nine (9) passed and were invited back for the actual Lab Analyst test. All nine job seekers passed the Lab Analyst portion of the test. Eight (8) jobseekers were selected for interviews. Interview and hiring decisions are pending.

Danos – interviewed on January 15, 2015, at the Business & Career Solutions Center. Two (2) Danos representatives were present. The company was hiring for multiple offshore positions. Nineteen (19) applicants were interviewed. Hiring decision is pending.

Danos – interviewed on January 16, 2015, at the Business & Career Solutions Center. One (1) Danos representative was present. The company was hiring for multiple offshore positions. Five (5) applicants were interviewed. Hiring decision is pending.

Sasol – tested at the Business & Career Solutions Center on January 19, 2015. Five (5) Sasol representatives were present. The company was hiring for Operator positions. Thirty (30) jobseekers were tested. Twenty (20) job seekers were invited for interviews. Interview and hiring decisions are pending.

Suddenlink – Business & Career Solutions Center held a hiring event with interviews on January 20, 2015, for Suddenlink. Five (5) Suddenlink representatives were present. The company was hiring for Broadband Technician & Direct Sales Professionals. Twelve (12) jobseekers attended the event and were interviewed. Hiring decisions are pending.

Cameron LNG – tested at the Business & Career Solutions Center, morning of January 22, 2015. One (1) Cameron LNG representative was present. The company was testing for an Operator A. Six (6) jobseekers were tested. Hiring decision is pending.

Cameron LNG – tested at the Business & Career Solutions Center, afternoon of January 22, 2015. One (1) Cameron LNG representative was present. The company was testing for a Training Coordinator. Three (3) jobseekers were tested. Hiring decision is pending.

There were 26 (64) hires for the month of January 2015.

Sasol – 9 Operators @ \$21.22 per hour

Ohmstede Industrial Services – 1 Quality Control Specialist @ \$35.00 per hour

Clean Harbors – 1 Facility Assistant Manager @ \$19.23 per hour

H&R Block – 2 Tax Preparers @ \$25.00 per hour

Lake Charles Memorial Hospital – 1 Registered Nurse @ \$26.00 per hour; 1 Security Guard @ \$10.03

per hour

Grand Cove Nursing – 1 Administrative Assistant @ \$18.00 per hour

Turner Industries – 1 Holewatch @ \$12.75 per hour; 1 Tool Room Attendant @ \$21.00 per hour

Million Air– 1 General Manager @ \$31.25 per hour

APR Consulting – 1 Buyer @ \$20.67 per hour

Cameron LNG – 1 Instrument Technician @ \$35.00 per hour

Landmark– 1 Certified Nursing Assistant @ \$9.60 per hour

WR Grace – 1 Instrument Technician @ \$26.60 per hour; 1 Purchasing Agent @ \$36.06 per hour

Advantage Staffing – 1 Industrial Machinery Mechanic @ \$17.00 per hour; 1 Housekeeper @ \$9.00 per hour

Registered Employers

Total number of new employers registered from January 1, 2015 to January 31, 2015 - eight (8) (10).

One (1) (2) was staff registered.

Job Orders

Staff entered nineteen (19) (89) of the total two hundred forty-one (241) (723) job orders entered from January 1, 2015 to January 31, 2015

Hires Resulting from Staff Referrals

Total number of hires resulting from staff referrals from January 1, 2015 to January 31, 2015- twelve (12) (21)

Services Provided to Employers

Direct staff assisted services were provided to fifty-eight (58) (43) employers from January 1, 2015 – January 31, 2015 resulting in seventy one (71) (53) services.

Some of the Services Included: Job Fair Services, Job Order Assistance, Website Navigation, Recruitment Services, Refer Qualified Applicant to Employer Job Vacancies, Reviewed Resumes and Recommended Individuals, Provided Customized/Mass recruitment Services, Hosting Hiring Events, Hosting Interview Events, Hosting testing events, Notification to employer of potential applicant, Intensive Candidate Pre-Screening, Employer Based/Customized Training Consultation.

WORKKEYS ASSESSMENT

WorkKeys assessment was administered to twelve (12) (3) applicants during January 2015 four (4) for JD-NEG, ten (10) for Firestone and one (1) for Volunteer Pastille.

CALCASIEU WORKFORCE CENTER YOUTH PROGRAM

Cameron Parish Four (4) (4) participants

3 Active (1 Job Search, 2 Leadership Development)

1 Follow up

Calcasieu Parish 44 (46) participants

31 Active (14 Occupational Skills Training, including 1 In School youth, 2 Work Experience, 11 employed, and 31 Leadership Development services and/or Job Search assistance).

7 Follow up

6 Exited

Jeff Davis Parish 28 (17) participants

14 Active (6 Occupational Skills Training, 2 working, and 14 Leadership Development services and/or Job Search assistance.)

10 Follow up

4 Exited

The Youth Skills Development Specialists assist members in Membership and Skills on a daily basis. When first time youth members are assisted in the Skills Lab, a brochure and a “Get A Job Kit” is given to them to enhance their job seeking skills. The Youth Specialists provide each youth member with job search assistance, resume preparation, and job referral information as needed. The youth numbers for January 2015 were 28 (33), these numbers are from foot traffic into the Center.

Volume 4, Issue 2 of the “Calcasieu Workforce Gazette” Newsletter was mailed to all participants in Calcasieu, Cameron, and Jeff Davis Parishes. The Newsletter was also posted on cppj.net website and emailed to WIB members, state and local workforce officials.

Youth staff is working diligently preparing for the 2015 Youth Summit/Job Fair by soliciting employers and local high schools. Staff also, attended and assisted at the Quarterly Job Fair January 14, 2015, that was held at the Lake Charles Civic Center.

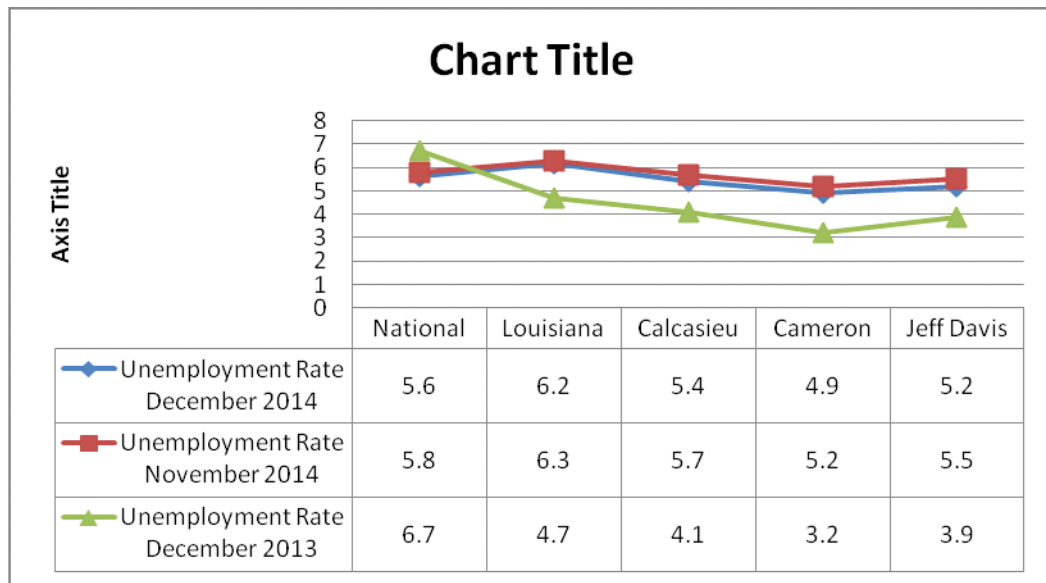
**RE-EMPLOYMENT ASSISTANCE OF LOUISIANA/
WORKER PROFILE RE-EMPLOYMENT SERVICES (REAL/WPRS)**

The REAL Staff conducted eight (8) (3) REAL/WPRS Orientations and scheduled 144 case management appointments during the month of January. Three hundred sixty-one (361) (83) letters were mailed and (54) (50) UI profilers attended the orientations.

The WPRS program began June 19, 2014. WPRS participants are UI claimants profiled as most likely to exhaust their UI benefits. Orientations are held every Tuesday and Wednesday at 9:00 a.m. and 1:30 p.m. WPRS profilers will have up to five service points to complete. WPRS profilers will receive intensive services and case management to further assist them in becoming job ready and obtaining employment. As with REAL, WPRS profilers that fail to comply with service point letter instructions, will be disqualified for UI until requirements are met.

UNEMPLOYMENT RATE:

| Categories | Unemployment Rate December 2014 | Unemployment Rate November 2014 | Unemployment Rate December 2013 |
|------------|------------------------------------|------------------------------------|------------------------------------|
| National | 5.6 | 5.8 | 6.7 |
| Louisiana | 6.2 | 6.3 | 4.7 |
| Calcasieu | 5.4 | 5.7 | 4.1 |
| Cameron | 4.9 | 5.2 | 3.2 |
| Jeff Davis | 5.2 | 5.5 | 3.9 |



This data for December 2014 was taken from “Louisiana Workforce at a Glance,” (release date: January 30, 2015) may be found at www.laworks.net.

JUDICIAL CORE OPPORTUNITY REFERRAL FOR EMPLOYMENT (J-Core)

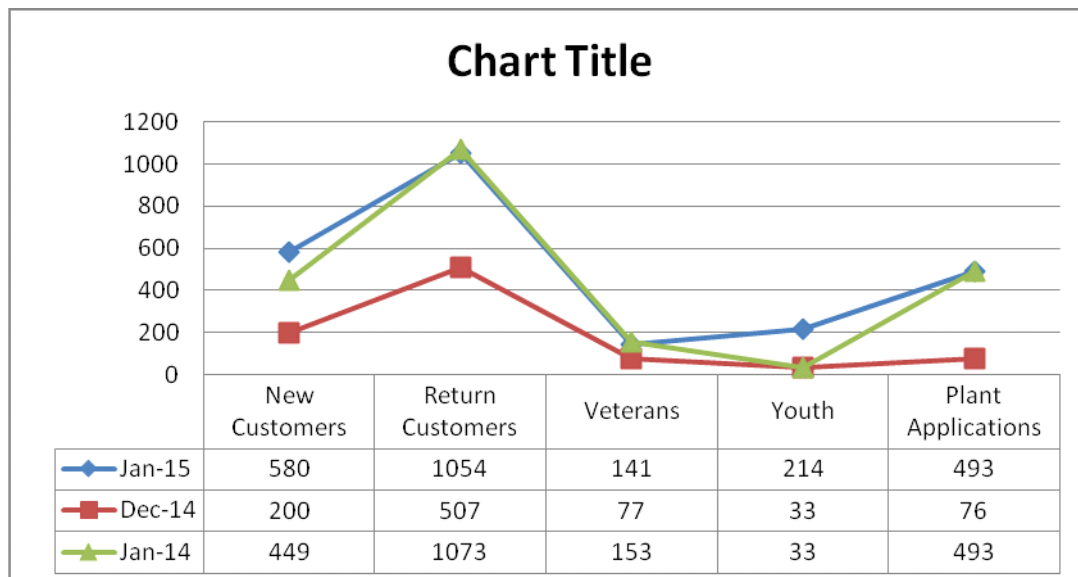
The purpose of the J-Core Program is to assist Ex-Offenders that face many challenges after their release from prison. It also, provides career counseling, training and job placement services to ex-offenders, to help them secure meaningful and gainful employment that pays a decent wage. This component is intended to help curtail the revolving door of recidivism.

The Business Services Specialist (BSS) facilitated four (4) (3) J-Core workshops for January 2014. Seven (7) (7) J-Core participants attended the workshop. The following two (2) placements were recorded for the month of January:

| Employer | Job Title | Pay Rate |
|----------------------|-----------------|----------------|
| The Children’s Place | Sales Associate | \$ 7.25 Hourly |
| Turner Industries | Laborer | \$15.25 Hourly |

One (1) J-Core participant received assistance with TWIC card to gain employment; four (4) has been referred to CPPJ Housing for assistance.

CUSTOMER COUNT – January 2015/2014



VETERAN ACTIVITIES

| | | |
|--|-----|--|
| New Registrations | 250 | (16) Vet Rep did not submit in 10/2013 |
| Enrollments Previous | 44 | (31) Vet Rep did not submit in 10/2013 |
| Services Provided by Staff to Veterans | 428 | (47) Vet Rep did not submit in 10/2013 |
| Veterans Referred to Job Vacancies | 5 | (9) Vet Rep did not submit in 10/2013 |
| Veterans Hired Thru HiRE Job Vacancies | 3 | (3) Vet Rep did not submit in 10/2013 |

| Veteran Hired | Employer | Job Title | Pay Rate |
|----------------------|----------------------------|------------------|-----------------|
| Stephen Strahan | Sasol | Operator | \$21.22 Hourly |
| Angie Ewalt Richard | Lake Charles Memorial Hosp | Registered Nurse | \$26.00 Hourly |
| Jose Torres | Million Air | General Manager | \$31.25 Hourly |

The B&CSC staff provides “Veterans Priority of Service” to all veterans that seek employment and training services. Veteran job seekers services are available in Career Services and Business Services departments. Mr. Edward Kron has been assigned as the DVOP for LWIA51. Mr. Kron is housed in the Magnolia Building 6th floor and is scheduled in the Center every Thursday from 8:00 a.m. - 3:00 p.m. Mr. Brian Teegardin is the assigned LVER. He is stationed in the DeRidder office

BUSINESS SERVICES OUTREACH

The Business Services Specialist (BSS) continues to provide outreach services informing community businesses, agencies, and residents of the services provided at the Business and Career Solutions Center. The BSS works in partnership with Catholic Services, CSBG, HeadStart, etc. to provide BCSC clients the necessary support (housing, TWIC/Safety Cards, training, uniforms, etc.) needed to become and/or retain gainful employment.

The BSS provides a Job Readiness Workshop for BCSC members on the 2nd and 4th Friday of each month. During January 2015, Business Service Staff conducted (2) Job Readiness Workshops. Three (3) customers attended the workshop of which two were Veterans.

Outreach

- 01/08/15 – Business Service Staff attended the Inmate Release Training Program Task Force Meeting.
- 01/09/15 – Business Service Staff conducted the Job Readiness Workshop.
- 01/22/15 – Rapid Response Orientation for BP Biofules/Layoff/Jennings.
- 01/23/15 – Business Service Staff conducted the Job Readiness Workshop.

Training/Conference Call/Staff Development

- 01/14/2015 – LMI Homework Webinar –
- 01/15/2015 – IEP and Me Webinar –

DISABILITY EMPLOYMENT INITIATIVE (DEI):

The Disability Employment Initiative began May 2013 in LWIA51. The purpose of the DEI program is to improve coordination and collaboration among employment and training and asset development programs implemented at state and local levels, including the Ticket to Work Program, and to build effective community partnerships that leverage public and private resources to better serve individuals

with disabilities and improve employment outcomes. The LADEI will capitalize on best practices learned from the state's Disability Program Navigator initiative and will address the way employment services are delivered through state agencies and provide these services in a way that is effective for people with disabilities and responsive to the needs of business. The LADEI proposes to increase the number of persons with disabilities and significant challenges utilizing Job Center services and becoming gainfully employed; increase the number of exiters with disabilities retaining employment; and increase the average earnings of people with disabilities utilizing these services.

The Center, in its role of employment network, now has a total of twenty-five (25) Tickets that have been assigned to LWIA 51 for Ticket to Work activities. Six (6) of these tickets are pending confirmation. Four (4) ticket holders are currently employed. The Disability Resource Coordinator (DRC) participated in two (2) webinars one (1) conference call regarding DEI, Ticket to Work and disability-related matters.

The DRC also provided local level activities to promote capacity building for DEI. Strategic Service Delivery Components to be addressed include:

Integrated Resource Team Approach

Integrating Resources and Services, Blending and Braiding funds.

Self Employment

Asset Development Strategies

Partnerships and Collaboration

DRC notable activities for January:

Hosted and presented 1 Ticket to Work Orientation

Presented Job Fair Readiness Workshop for Ticket holders to prepare for quarterly job fair

Attended and participated in staff development meetings—Presented information and materials on 2015 Financial Fitness Fair

Supported T2W customers in quarterly job fair event

Attended PIT Committee meeting to provide support and information in homeless count activities for 2015

Attended January Meeting of Mayor's Commission on Disability

Webinars and Conference Calls:

Webinar: Recruiting, Hiring and Retaining Individuals with Disabilities

Webinar: Greater Financial Health

DEI/DRC-Bi-weekly conference call (1)

INDUSTRY SECTOR COORDINATOR

The Industry Sector Coordinator helps plan, implement and direct key Sector Initiatives for Business Solutions within Region 5. The Industry Sector Coordinator (ISC) plays a key role in improving customer satisfaction, meeting regional performance objectives, partnerships, and agreements with the Regional Workforce Investment Boards (RWIBs). The ISC also serves as an industry specialist. The incumbent reports regularly to the Louisiana State Office of Workforce Development.

This position is independent and strategic, consisting of both technical and management level tasks requiring interaction with various departments in all levels of the OWD, LWIB, Local Area Coordinators & Directors, the Louisiana Workforce Commission (LWC), Business and Career Solutions Centers, Dept. of Economic Development, Chambers of Commerce, regional training providers, employers, and industry associations.

Training:

Training for the Industry Sector Coordinator (ISC) continued with position-specific courses and industry & agency related symposiums/classes. Training completed in January included:

2nd Labor Market Data & Employer Presentation – 1/12-1/15
 HUB(Habitually Underutilized Business) ZONE Program and Employer Benefits & Application
 Procedure Seminar – 1/22
 LWC & HiRE CRM Module Training (Webinar) – 1/05

JD-NEG & OJT Related:

Activities for January include the following:

Met with SPARC Academy location manager & owner/CEO for tour of facilities and to discuss current hiring efforts and potential specialized welder training / OJT

SPARC Academy – 1/7

Met with Warden & COO of the new inmate work release facility at the old Phelps Correctional Center near Dequincy. Along with reps from other LWC and state agencies, we met to discuss OJT for new guards and aid in training and employing incoming inmate population

Deridder B&CSC – 1/9

Held meetings and conference calls to present/follow-up on OJT, JD-NEG and other employer services to multiple SWLA businesses.

Alcoa

Anytime Electric

Deep Woods Landscaping & Design

Louisiana Millwork

Versa Integrity

Leevac

Other Job-Related Activities:

Meetings & Events attended for month of January include the following:

Volunteered as Student Group Advisor & Counselor for Junior Achievement's "Finance Park". An all day event in which I worked with students from Lagrange & South Beauregard High Schools on topics such as financial responsibility, real-world scenarios on budgeting, cost of living for multiple lifestyles and Needs vs. Wants

Citgo Park, Sulphur – 1/12

Open forum-style symposium on Current State of Hospitality/Gaming Industry in SWLA. Panel included executive representatives from Isle of Capri, Delta Downs, Golden Nugget, Coushatta & L'auberge du Lac

SEED Center – 1/15

Aided Crystal Scott (Business Services Mgr) with the planning, coordination and marketing of 1st Quarterly Job Fair for 2015

LC B&CSC and LC Civic Center – 1/12 – 1/14

Presented our newly available Labor Market Data services through the LWC and LAWorks.net. I showed a couple of sample reports demonstrating our agency's capabilities to generate city, parish & regionally specific reports displaying historical data, statistical trends & data driven projections focusing on current industries, occupation(s) and labor markets (Supply & Demand)

SEED Center – 1/8

Attended the 1st Jeff Davis Parish Student & Parent Informational Town Hall meeting concerning the new JumpStart Program and career impact SWLA's upcoming economic boom is expected to have on future career environment for current students Jennings High School – 1/8

Education & Workforce Sub-Committee project meeting to discuss scope, expectations & progress goals for previously determined goals targeting efforts to inform & re-educate general public (parents/students - 7th thru 12th grade) on upcoming and/or newly implemented education programs

SEED Center – 1/22

UPCOMING EVENTS:

Quarterly Job Fair – Wednesday April 8, 2015, 9:00 a.m. – 12:00 p.m. – Lake Charles Civic Center

11. Upcoming Meetings:

- (1) Next **Executive Committee** is **Tuesday, March 17, 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 **Wednesday, April 8, 2015**. *Send notice to all Board members to participate in the Job Fair, especially if they have job openings to fill.*

Ms. Barbara Disnuka informed the Committee that Ms. Colleen Armand had retired. The MOU has not been signed by her.

12. Adjournment

All business conducted, Mr. Lee Thibodeaux declared the meeting adjourned at 9:45 a.m.

The March minutes will be presented after they are approved at the May meeting.