



AmericanJobCenter®

WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

Chairman: Ms. Donna Bailey ~ Vice-Chair: Ms. Sarita Scheufens ~ Secretary: Ms. Barbara Disnue
 Economic Development: Mr. R. B. Smith ~ Labor/Apprenticeship: Mr. Steve Gaspard ~ Private Business: Ms. Nichole Moncrief
 Disability Committee: Ms. Debra Jones ~ Youth Committee: Ms. Tommeka Semien

Local Workforce Development Area 51
 Thursday, October 24, 2019
 11:30 a.m. Lunch, Meeting 12:00 Noon

We Put People to Work!

Allen August Multi-Purpose Building Annex
 2000 Moeling Street, Lake Charles, LA 70615
 (337) 721-4015

AGENDA

1. **Call to Order, Pledge of Allegiance, Roll Call**
 - (1) **Announcement regarding quorum (minimum of 17 of 32 members) There was a quorum of 17 Board members.**

		2019		2019		Begin 2015				2017				2018				2019			
		Ethics Training	Financial Disclosure	Oct 29	Nov 12	Jan 26	Apr 27	Jul 27	Sep 28	Jan 25	Apr 26	Jun 28	Sep 27	Jan 24	May 16	Jul 25	Aug 29	Oct 24	Jan 23	Apr 23	
Private Sector Members																					
1	Ms. Barbara Disnue 2020	5/14/19	5/14/19	P	P	P	A	P	P	P	P	A	P	P	P	P					
2	Mr. Joel McSpadden 2020															P	P				
3	Mr. Dale Logan 2020																A				
4	Ms. Nicole Moncrief 2020			P	A	P	P	P	P	P	A	P	A	P	A	A	P				
5	Mr. Brad Nelson 2021			P	P	P	P	P	P	P	P	P	P	P	P	P	A				
6	Ms. Christina Detiveaux 2020											A	P	P	A	A	P				
7	Ms. Sarita Scheufens 2021			P	A	P	A	P	P	P	A	P	P	P	P	A	P				
8	Mr. Tab Finchum 2021						A	P	A	P	A	P	A	A	A	A	A				
9	Mr. Darrell Bruchhaus 2020	5/28/19	5/20/19						P	P	P	P	A	P	A	P	A				
10	Ms. Ruth Carnes 2021	4/17/19						P	P	P	P	A	P	P	P	A	P				
11	Mr. Lonnie Harper 2021						P	P	P	P	A	P	P	P	P	A	A				
12	Ms. Donna Bailey 2021			A	P	A	P	P	P	A	P	P	P	P	P	A	A				
13	Chamber will nominate 2022																				
14	Mr. Boyd Sockrider 2021			P	P	P	P	A	P	P	A	P	P	P	P	A	P				
15	Mr. Rand Alford 2020	5-8-19	5/8/19			P	P	A	P	P	P	P	P	A	P	A	P				
16	Ms. Ranelle Birmingham 2021		5/7/19	P	P	P	P	A	A	A	P	P	A	P	P	P	A				
17	Ms. Debra Jones 2020		5/14/19	P	P	P	P	P	A	P	P	A	P	P	A	P	P				
Public Sector Members																					
		Ethics Training	Financial Disclosure	Oct 29	Nov 12	Jan 26	Apr 27	Jul 27	Sep 28	Jan 25	Apr 26	Jun 28	Sep 27	Jan 24	Apr 25	Jul 25	Aug 29	Oct 24	Jan 23	Apr 23	
1	Dr. Neil Aspinwall 2022	1-10-19	4/12/19	A	P	P	P	P	P	A	P	P	A	A	P	P	P				
2	Ms. Tommeka Semien 2020			P	P	A	P	P	P	P	A	A	A	P	P	P	A				
3	Mr. Robert Fontenot 2020		5/15/19	P	P	A	A	P	P	P	P	P	P	P	P	A	A				
4	Mr. Steve Gaspard 2021	1/25/19	1/14/19					P	P	P	P	P	P	P	A	P	P				
5	Mr. Richard Paulk 2022		4/15/19										P	P	P	A	A	P			
6	Ms. Pat Richardson 2020		5-9-19											P	P	P	P				
7	Ms. Juana Felton 2022	7/3/19		P	P	A	P	P	P	A	A	P	P	P	P	P	P				
8	Mr. Brian Teegardin 2021	2-12-19	2/14/19					P	P	P	P	P	P	P	P	P	A				
9	Ms. Karyn Barrett 2022					P	P	P	P	P	P	A	P	A	P	P	P				
10	Mr. R.B. Smith 2022	1/14/19	4/16/19	P	P	P	P	P	P	P	P	P	P	P	A	P	P				
11	Mr. Michael Welch 2022	1/17/19		A	P	P	A	P	P	P	P	A	A	A	P	A	P				
12	Ms. Cassie Henry 2022			P	P	P	P	P	P	A	A	P	A	P	A	A	P				
13	Ms. Janice Breland 2022		5/6/19										A	P	A	P	A				
14	Ms. Tracie Fontenot 2019			P	A	A	A	P	P	A	A	A	A	A	A	A	A				
15	Ms. Jacqueline Reviel 2022																				
PJ	Ms. Shelly Mayo Rep District 3			NA	NA	P	A	A	P	A	A	A	P	P	A	A	A				
PJ	Mr. Shalon Latour Rep District 10			NA	NA	A	A	A	P	P	A	A	P	A	A	A	A				

- (2) **Consideration on establishing a Speakers Committee and to set up regular Executive Committee Meetings & Youth Committee Meetings**

- (3) **STATUS OF MEMBERS STILL NOT REPLACED**
 Ms. Tracie Fontenot: Staff is working with State and WIC on a possible replacement.
 Mr. Tab Finchum: West Cal Chamber has nominated Mr. Raymond Daniel Campbell

WDB MEMBERS TERMS ENDING JUNE 30 2020.

If you desire to remain on the WDB, contact your nominating agency and make your wishes known.
 The following members are included: Ms. Barbara Disnake, **Mr. Joel McSpadden**, (appointed to fill the unexpired term of Mr. Paschal Malone), **Mr. Dale Logan** (appointed to fill the unexpired term of Mr. Larry DeRoussel), Ms. Nicole Moncrief, **Ms. Christina Detiveaux**, **Mr. Darrell Bruchhaus**, Mr. Rand Alford, Ms. Debra Jones, Ms. Tommeka Semien, Mr. Robert Fontenot, Ms. Pat Richardson.

- (4) Address issue of WDB members who have missed 3 meetings
 As of now, there are none who have missed 3 meetings in a row.

- (5) **Meeting Comments follow up:**
 • Have a 5 minute Best Practices sharing just to help other businesses (Board Member)

- (6) Annual State Ethics Training for 2019 is now underway.

- Please access the Internet address at
- <https://laethics.net/EthicsTraining>

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

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

IF YOU ARE A NEW USER

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

- Then click on “Continue to Training”
- You will come to the page for Available Training Courses.
- You should click on “ Ethics Training for Board Members”
- The Name of the Board is the Workforce Development Board 51
- You can take the 3 sessions all together or separately. Click on Session 1 and listen. Follow the prompts for “Play” and the questions are answered with “true” or “false”
- When you finish all 3, you must download your certificate by Clicking on “Download Certificate” selecting “Save target as” and designate in your computer where you want to save it. You can also name it.
- Then you can print it.
- Certificates must be forwarded to WDB Staff Juanita Poland (jpoland@cppj.net) so that they can be Forwarded to the Calcasieu Parish Police Jury.
- The date that you complete the training appears on the Agenda for the Board meeting.
- I keep a copy of your certificate in the Ethics 2019 Folder on my bookshelf.

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

- (7) Work Experience Worksites for a WIOA eligible youth. Also, if you know an eligible youth that you Could train, that would be even better. (WIOA can pay their Salaries for up to 6 months--Entry level or at least minimum wage) For eligible youth ages 16-24, Contact Kendrick Celestine at (337) 721-4010, Ext 5004. For Adults or Dislocated Workers, contact Myra DeLaCroix at 337-721-4010, Ext 5005
- (8) On-the-Job Training (OJT) Worksites: If you have a position at your company that you provide the Training In house, and the individual is eligible for WIOA services, WIOA can reimburse the employer up to 50% of the wages that you pay the individual for the time they are in training (up to 6 months). Please contact Ms. Gwen Guillory for additional information at (337) 721-4010, Ext 5009
- (9) Adult Mentors for Youth (16-24) Determined to Need the Service (12 Months)

2. Consideration Regarding Add-on Agenda Items

Motion to add the items: 2nd Call for public comment two times. Vote

3. Consideration on Approval of Draft Minutes of the August 29, 2019 Meeting Attached

Motion to Approve Minutes: 2nd Vote

4. Consideration on Fiscal Matters

- (1) Consideration on approval of WIOA Budget for 2019/2020..... Attached

Motion to Approve Budget: 2nd Vote

(2) Expenditure Report July through September 30, 2019: Ms. Betty Washington.....Attached
Motion to Approve Expenditure Report: 2nd Vote

(3) Consideration on addition to One Stop Budget.....Attached
Motion to Approve Budget: 2nd Vote

5. Consideration on approval of WDB Policies

A. ADLW #9 Transitional Jobs Policy.....Forthcoming
Motion to Approve: 2nd Vote

6. Performance Report (Ms. Seemion.....Attached

7. Program Reports

- 1. American Job Center – Ms. Myra DeLaCroixAttached
- 2. One Stop Operator – Ms. Nypheteria Clophus.....Attached
- 3. Youth Program in Northern & Southern Parishes – Ms. Dayna Hoffpauir.....Attached
- 4. Job Fairs – Ms. Crystal Scott.....Attached

8. Adjournment Be sure you Sign the SIGN-IN Sheet

Upcoming Meetings (Please pencil in these dates on your calendar):

January 23, 2020

April 23, 2020 (Determine which of the northern parishes will host the April meeting)

June 25, 2020

September 24, 2020

All Business Conducted, Chair Donna Bailey declared the meeting adjourned at _____ p.m.