



**WORKFORCE DEVELOPMENT BOARD**



*We put people to work!*

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P.O. Box 1299 ~ 70602  
Lake Charles, Louisiana  
Phone: 337-721-4015

Local Workforce Development Area (LWDA) 51  
Allen ~ Beauregard ~ Calcasieu ~ Cameron ~ Jeff Davis ~ Vernon Parishes  
Calcasieu Consortium Workforce Development Board (WDB)

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**MEMORANDUM**

**To:** Workforce Development Board Members  
**From:** Ms. Donna Bailey, WDB Chair  
**Date:** January 16, 2020  
**Subject:** Workforce Development Board Meeting

A Meeting of the Workforce Development Board (WDB) will be held as follows:

**What:** Workforce Development Board (WDB)  
**When:** Thursday, January 23, 2020  
**What Time:** 11:30 a.m. Lunch with Meeting to follow at 12:00 Noon  
Allen August Multi-Purpose Center Annex  
Located at 2000 Moeling Street, Lake Charles, LA 70601  
**Agenda Attachments are available at the Calcasieu Parish Police Jury Website at:**  
[www.cppj.net/services/human-services/american-job-center/workforce-development-board](http://www.cppj.net/services/human-services/american-job-center/workforce-development-board).

**ATTENTION:**

Lunch will be provided ONLY for WDB Members, and individuals required to attend the meeting to make reports or presentations or to provide technical assistance.  
Please call (721-4030, Ext. 5042) OR email Betty Washington at [bwashington@cppj.net](mailto:bwashington@cppj.net) at least by Monday, January 21 at NOON  
your intention on attending the meeting so that lunch may be ordered.

➤➤➤ In order to complete our meeting in a timely manner, please adhere to the following:  
Advise on any questions.

1. Please review your Agenda Packet and all attachments.
2. You may want to print out your Agenda Packet and bring. Due to budget constraints, extra Agenda Packets will not be prepared unless specifically requested.

**You are NOT REQUIRED TO PRINT OUT THE INFO as it is usually 1 inch thick.**

3. Please be on time as there is much to be discussed.

Your attendance is required, as business cannot be conducted without a quorum.

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