



**Executive Committee Meeting**  
**Workforce Development Board Area 81**  
**24 Accent Drive, Suite 151, Monroe LA 71202**  
**January 9, 2020 @ 9:00 AM**

MEMBERS PRESENT	MEMBERS ABSENT
Susan Nicholson	John Hopkins
Gwendolyn Amelin	
Dr. Nick Bruno	
Kathy Cerda	
Staff	
Doretha Bennett	
Bedie Lewis	

**CALL TO ORDER AND ESTABLISH A QUORUM**

Ms. Susan Nicholson, Chair, called the meeting to order and established a quorum.

**INVOCATION**

Ms. Doretha Bennett gave the invocation.

**APPROVAL OF OCTOBER 21, 2019 MINUTES**

Kathy Cerda made a motion to approve the October 21, 2019 minutes. Gwendolyn Amelin seconded. Motion carried.

**NEW BUSINESS**

**A. Policy Changes (action)**

Ms. Doretha Bennett reviewed and discussed examples of training invoices, so that the Executive Committee could have a better understanding of why these policy changes are needed. She stated when the decision was made to redo the policy, it was due to our funds were cut by \$189,000. Due to this cut we couldn't fund the 47 participants in training at the full \$6000 and up to the total \$35,000 each. Ms. Bennett asked that the policies be changed to fund "up to a maximum of \$5,500 per semester for training and supportive services expenses, and total costs shall not exceed \$25,000 for the entire training duration". There were questions, answers and discussions concerning this matter. Discussion was held concerning student loans, and the need for financial literacy training. Dr. Nick Bruno made a motion to approve all the Policy Changes for the Youth Program, Adult Program, DW Program, and Supportive Services. Kathy Cerda seconded. Motion carried.

**B. Approval Amendment #1 WIOA PY19/FY20 Contract (action)**

Ms. Bennett stated LWC gave us an additional increase in Youth funding for \$1,427 (and increase for Adult funding in amount of \$1,096), and this is Amendment #1 to amend the WIOA Contract. Ouachita Parish Police Jury approved this Amendment #1 in their last meeting. Dr. Nick Bruno made a motion to approve this Amendment #1 for WIOA PY/FY20 Contract. Gwendolyn Amelin seconded. Motion carried.

**C. Approval Nomination of Officers (action)**

Ms. Cerda stated the Nomination Committee met on December 12, 2019. The following nominations were made: Nomination for Chairperson is Ms. Susan Nicholson, and Ms. Beverly Lewis was second nominated if Ms. Nicholson decline. Nomination for Vice-Chairperson is Ms. Gwendolyn Amelin, and Mr. Ken Green was second nominated if Ms. Amelin decline. Nomination for Secretary is Ms. Melodi Merritt, and Mr. Paul Stephenson was second nominated if Ms. Merritt decline. Ms. Bennett further discussed the Nomination Committee Meeting. Ms. Nicholson accepted the Office for Chairperson, and Ms. Amelin accepted the Office of Vice-Chairperson. Ms. Nicholson asked that Ms. Merritt be contacted to let her know she was nominated for the Secretary. Ms. Bennett stated she would contact Ms. Merritt. Dr. Bruno made a motion to approve these Officers. Kathy Cerda seconded. Motion carried.

**Old Business**

None

**Other Business**

Thanks, farewell and good wishes were given to Ms. Kathy Cerda due to her retiring on January 24, 2020. Northeast LA Job Fair will be on February 18, 2020. The WorkKeys Lunch and Learn for Employers and Staffing Agencies will be on January 15, 2020 at LA Delta Community College. Ms. Carla Holland is the new State Director for the Louisiana Small Business Development Center.

**Director's Report**

Ms. Bennett gave a summary on all the programs.

**Public Comment**

None

**Adjournment**

Ms. Susan Nicholson called the meeting adjourned.

Approved at June 12, 2020 Executive Committee Meeting

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Susan Nicholson, WDB81 Chair

Transcribed by \_\_\_\_\_  
Sharon Jones, Federal Programs Coordinator