



**Full Board Meeting**  
**Workforce Development Board Area 81**  
**24 Accent Drive, Suite 151, Monroe LA 71202**  
**September 5, 2019 @ 12:00 PM**

<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>
Nicholson, Susan	Barron, Joe
Hopkins, John	Bruno Dr., Nick
Amelin, Gwendolyn	Green Sr., Damion
Cerda, Kathy	Hartmann, Robert
Dawson, Kema	Justice, William
Dyer, Gerald	Lewis, Clifton
Green, Ken	Mathis, Edmond
Lewis, Beverly	Pierre, Elizabeth
Marshall, Otis	Schmidt, Steven
Merritt, Melodi	Wheelis, Vickie
Pilcher, Frank	Young, Stephanie
Stephenson, Paul	
<b>Staff</b>	
Bennett, Doretha	
Lewis, Bedie	

**CALL TO ORDER AND ESTABLISH A QUORUM**

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

**INVOCATION**

Mr. John Hopkins gave the invocation.

**INTRODUCTION OF MEMBERS AND GUESTS**

Ms. Susan Nicholson asked everyone to introduce themselves.

**APPROVAL OF JUNE 13, 2019 MINUTES**

John Hopkins made a motion to approve the June 13, 2019 minutes. Beverly Lewis seconded. Motion carried.

**NEW BUSINESS**

**A. PY18/FY19 WIOA Contract Amendment #2 (action)**

Ms. Doretha Bennett stated this Amendment #2 is for additional funds for \$2,262.00 (WIOA Title 1 Funds, PY18/FY19) from LWC. She stated that on page 4 of this Amendment, it shows \$400.00 increase in Youth funding, \$526.00 increase in the Adult funding, and \$1336.00 increase in the Dislocated Worker funding. Ms. Bennett asked for approval of this Amendment #2 (WIOA PY18/FY19) for additional funds in amount of \$2,262.00. Gerald Dyer made a motion to approve the PY18/FY19 WIOA Contract Amendment #2 for the additional funds. Paul Stephenson seconded. Motion carried.

**B. Allocations PY19/FY20 Revised (action)**

Ms. Bennett stated the Board approved the current year allocations, but we have received a change in the Dislocated Worker Program for increase in amount of \$1869.00 and \$1.00 increase in the Youth Program. Ms. Bennett asked for approval to accept these additional allocations. Beverly Lewis made a motion to approve these additional funds for the Dislocated Worker Program and Youth Program. Paul Stephenson seconded. Motion carried.

**C. One-Stop Operator RFP (action)**

Ms. Bennett asked for approval to issue a Request for Proposal for the One Stop Operator (schedule to release January 2020). She briefly discussed this matter. There was a question, answer and discussion concerning this RFP. Ms. Bennett stated would change the RFP to include the One Stop Operator operates Career Services. Gwendolyn Amelin made a motion to approve One Stop Operator RFP. Beverly Lewis seconded. Motion carried.

**D. Nominating Committee (action)**

Ms. Bennett stated we are getting ready to be certified as a Workforce Board again, so according to the By-Laws we need a Nominating Committee to nominate Chair, Vice-Chair and Secretary. She stated we needed a Nominating Committee to meet and have the nominations ready for January 2020. Ms. Nicholson asked for volunteers for the nominating Committee. Ken Green, Melodi Merritt, Beverly Lewis, and Kathy Cerda volunteered for the Nominating Committee. Ms. Nicholson asked for motion to approve these four for the Nominating Committee. John Hopkins made a motion to approve Ken Green, Melodi Merritt, Beverly Lewis, and Kathy Cerda for the Nominating Committee. Gerald Dyer seconded. Motion carried.

Ms. Bennett asked for volunteers for the Finance Committee. John Hopkins, Beverly Lewis, Susan Nicholson and Paul Stephenson volunteered for the Finance Committee. There was a brief discussion concerning this matter.

**Old Business**

None

**Other Business**

1. Job Plus Report – Bedie Lewis discussed a brief update on the Job Plus Program, a grant through Monroe Housing Authority. She stated the program has started strong since February 2019. The  
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“Auxiliary aids and services are available upon request to individuals with disabilities”

Case Managers have assessed over 200 individuals, and now they are working on helping them with work readiness skills as well as employment. Each quarter there are some type of activities related to such as financial literacy, employment readiness, etc., and there is a HISET class at the Burg Jones Community Center. She discussed supportive service's needs, legal aid for expungement, and other things concerning job plus.

2. Monitoring Report – Ms. Bennett briefly discussed the Monitoring and Evaluation Report from our local Monitor on summer worksite visits. Ms. Bennett stated we had 53 youths who worked this summer, three received jobs, and some the employers wanted extension so youth could work during the school year.

Ms. Bennett stated that WDB81 have been working with ARCO, and we have been talking with ARCO several years concerning them being a Training Provider for the different workers they need. ARCO can do the training and have a pool of applicants ready to go to other businesses. They can train individuals for direct support workers, and they can become CNAs. Ms. Bennett asked approval to work with ARCO on this project and to write a letter to LWC requesting funds to do a pilot program with ARCO. The problem ARCO is having training individuals, and they once have the training due to limited pay of ARCO the individuals moving on to other businesses. There was a discussion concerning this matter. Paul Stephenson made a motion to approve for Ms. Bennett to write a letter to LWC requesting funds for Pilot Program for ARCO as a Training Provider, and if approved to move forward in establishing this project with ARCO. Beverly Lewis seconded. Gwendolyn Amelin abstains.

Mr. Paul Stephenson asked for a contact person whom he can tell Employers to contact when they are looking for employees. He suggest some program or way to educate the public that Workforce help Employers find employees. Ms. Nicholson suggest providing the Chamber and the Home Builders Association with an ad that they can put in there newsletter. Ms. Bennett stated that our best Business Services person resigned. Ms. Bennett briefly discussed Business Services, and she stated we would send the Board contact information who the Employers may contact. Ms. Beverly Lewis and Mr. Paul Stephenson asked could we send out a one pager with bullets of our services for Employers and one for the Job Seekers. There was a brief discussion concerning Workforce services. Kema Dawson stated OMCAP would be having a Community Resource Fair on September 20, 2019. Gwendolyn Amelin gave a brief summary of the Youth Committee Meeting. Beverly Lewis gave a recap of the Business Services Conference in Denver, Colorado. Kathy Cerda spoke concerning the good outcome of the Job Fair for Medicaid.

### **Director's Report**

Ms. Bennett discussed the expenditure reports for the Adult, Youth, and Dislocated Worker (Transfer) Programs as of July 31, 2019. She stated Crystal Rucker is a new staff person working in accounting through a Temp Service, and Crystal is getting ready to take the CPA test. There was a question and answer concerning the expenditure reports. Ms. Bennett reviewed and discussed the following reports that were received from LWC in the meeting on August 1, 2019: WIOA Obligations and Recapture Summary Report, Able Bodied Adults Without Dependents, Reemployment Services and Eligibility Assessment (RESA), and WIOA Title 1 Youth Services 7-1-2018 thru 6-30-2019 Report. There were questions, answers, and various discussions concerning this matter. The Northeast Louisiana Healthcare Alliance won an International Economic Development Council (IEDC), Excellence in Economic Development Bronze Award for Innovation Programs and Initiatives.

### **Public Comment**

None

### **Adjournment**

Paul Stephenson made a motion to adjourn. Gwendolyn Amelin seconded. Meeting adjourned

Transcribed by \_\_\_\_\_

Sharon Jones, Federal Programs Coordinator

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