



WORKFORCE DEVELOPMENT BOARD, SDA-83, INC.

1504 Stubbs Avenue | Post Office Box 14269 | Monroe, Louisiana 71207
Office (318) 387-7962 | Fax (318) 361-0279 | www.WDB83.com | LARelay #711

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

OCTOBER 16, 2018

Courtyard Marriott
4915 Pecanland Mall Drive
Monroe, LA
6:00 P.M.

The Workforce Development Board SDA-83, Inc., Meeting was called to order at 6:00 PM, by Mr. Steve Henderson, Chairperson. Invocation was given by Mr. Tim Tettleton.

Members present: Mr. Steve Henderson, Chairperson, Mr. Dan Wallace, Ms. Amanda McManus, Mr. Douglas Curtis, Mr. Michael Carroll, Mr. Tim Tettleton, Mr. Patrick Savage, Mr. Fred Eubanks, Vice-Chairperson, Mr. Gerry Mims, Ms. Rosie Brown, Mr. Vincent Butcher, Mrs. Tana Trichel, Ms. Dottie Henry, Mr. Trevor Barber and Mr. Michael Broussard. Absent: Ms. T. Bernette Wright, Ms. Sandra Billings, Ms. Lauren Rogers, Mrs. Jerilyn Kelly, Mr. Ken Green, Mr. John Hopkins, Mr. Scott Cox, and Dr. Vickie Wheelis.

Staff present: Mrs. Terri Mitchell, Mrs. Shae Cheatham, Mrs. Katie McCarty, Mrs. Mary Pat Polk and Ms. Judy Milton.

Mr. Steve Henderson called on Mrs. Terri Mitchell for the Executive Director's Report.

Mrs. Mitchell reported on the following items:

1. Minutes – July 17, 2018 WDB-83 Meeting – A motion to approve the minutes of this meeting was made by Mr. Patrick Savage and seconded by Ms. Rosie Brown. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
2. CNA Openings for Local Demand – Mrs. Mitchell stated that WDB-83 was requesting making CNA training a local demand occupation. She stated the need was there and possibly could start a career path onto an LPN or RN. She also presented the Board with a list of the current job openings throughout the Service Delivery Area. After discussion, a motion to approve this recommendation was made by Mr. Fred Eubanks and seconded by Ms. Amanda McManus. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
3. Guardian Renewal – Mrs. Mitchell stated that Guardian provided the dental and vision insurance coverage for employees and the dental coverage was increasing around \$ 3.00 per employee. She stated the Board paid 75% of the employee only premium and asked for approval. A motion for approval was made by Mr. Gerry Mims and seconded by Mrs. Tana Trichel. Abstained: Mr. Dan Wallace, Opposed: None, All in Favor: All. MOTION PASSED.

4. 2018 -2019 Budget Ratification – Mrs.Mitchell stated the 2018-2019 Budget had been presented to the Executive Committee and they recommended approval to the full Board for ratification. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
5. Amend Policies – Mrs.Mitchell stated the following Policies were reviewed and recommended for approval by the Executive Committee at their last meeting and asked for ratification from the Board:

- 200-05-01 Limitations on Individual Training Accounts
- 200-08-01 Clarification of Needs Related Payments vs Supportive Services
- 200-09-01 University Scholarship Procedures
- 200-13-01 Participant Purchasing Procedures
- 200-15-01 Standardization of Participant File Folder Labels
- 200-16-01 Participant Travel Out of Area
- 200-28-04 Standard Operating Procedures for Provision of Supportive Services or Assistance

Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

800-11-01 PHOCAS 2.0 Transportation Supportive Services – Mrs.Mitchell stated the amounts for the gas cards would be reduced to lower rates; Zone A to \$ 50.00, Zone B to \$75.00 and Zone C to \$100.00.

800-12-01 PHOCAS 2.0 Childcare Assistance Supportive Services (CASS) – Mrs.Mitchell stated that effective January 2019, the childcare amounts would change from \$ 525.00 per month to \$ 200.00 per month.

After discussion, a motion to approve these policy changes was made by Mr.Patrick Savage and seconded by Mr.Michael Carroll. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

6. WDB-83 Annual Report
7. Consideration of WIOA + Pell to Cover Total Cost of Education – After discussion, it was recommended to further research this item, pursue it from a policy standpoint and bring a policy back to the board for approval.
8. Compliance Review SP NEG
9. NELA Healthcare Alliance – Adjunct Faculty Funding Opportunity – Mrs.Mitchell stated that WDB-83 had applied for a grant to fund an adjunct faculty project. She stated the submission of this grant application had been approved by the Executive Committee and would like ratification from the Board. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

Mr.Henderson called on Mrs.Katie McCarty for the WIOA Title I Services Update.

Mrs.McCarty gave an update on the Parish Business and Career Solutions Center activities.

Mr.Henderson called on Mrs.Shae Cheatham for the PHOCAS update.

Mrs.Shae Cheatham gave an update on PHOCAS activities.

Mr.Henderson called for a motion to adjourn the meeting. A motion was made by Mr.Fred Eubanks and seconded by Mrs.Tana Trichel. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

The meeting adjourned at 7:20 P.M.

Transcribed by Judy Milton, Planning Assistant



Approved at January 15, 2019 Meeting



Steve Henderson
Chairperson – WDB-83