



WORKFORCE DEVELOPMENT BOARD, SDA-83, INC.

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WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

OCTOBER 18, 2022
6:00 P.M.

Courtyard Marriott
4915 Pecanland Mall Drive
Monroe, LA

The Workforce Development Board SDA-83, Inc., Meeting was called to order at 6:00 P.M., by Mr. Steve Henderson, Chairperson. Invocation was given by Ms. Rosie Brown.

Members present: Mr. Steve Henderson, Chairperson, Mr. Dan Wallace, Mr. Ben Gallant, Mrs. Lauren Rogers, Ms. Kaila Boire, Mr. Tim Tettleton, Mr. Fred Eubanks, Mr. Gerry Mims, Mr. Matt Green, Ms. Rosie Brown, Mr. Calvin Williams, Ms. Kelsey Vallee, Mr. Jacques Lasseigne, Mr. Trevor Barber and Ms. Daphne Johnson. Absent: Mrs. Amanda McManus, Ms. Brandy Willis, Mr. Douglas Curtis, Mr. Michael Carroll, Mr. Joseph Bareswill, Mr. Ken Green, Mr. Scott Cox and Mrs. Tana Trichel.

Guests: Ms. Armenda Sims, DCFS.

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 19, 2022 Workforce Development Board Meeting – A motion to approve the minutes of this meeting was made by Mrs. Lauren Rogers and seconded by Mr. Jacques Lasseigne. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

Minutes - July 19, 2022 Executive Committee Meeting – A motion to approve the minutes of this meeting was made by Ms. Rosie Brown and seconded by Mr. Tim Tettleton. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

2. Resolution for DRA Grants – Mrs. Mitchell stated a Resolution was needed to adopt the two new grants with herself being designated to sign and carry out the duties associated with these awards and in the event of an administration change, the new Executive Director shall continue to have such authority:
 - a. NELA Electrical Apprenticeship Rural Network (NELA Earn) - A motion for approval was made by Mr. Jacques Lasseigne and seconded by Mr. Calvin Williams. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
 - b. 318 Rural Industry Supplemental Enhancement (318 RISE) - A motion for approval was made by Mr. Tim Tettleton and seconded by Mr. Gerry Mims. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

Mrs. Mitchell stated a third grant had been awarded to WDB-83. The Northeast LA Healthcare Opportunities Providing Employment (NELA HOPE) from USDOL in the amount of \$ 464,845 yearly with a total amount of \$ 1,394,535.00 for three years.

3. Resolution for 125 Plan – Mrs. Mitchell stated a Resolution was needed to adopt the Section 125 Cafeteria Plan effective 12/1/22 – 11/30/23. She stated this was an annual Resolution. A motion was made by Mr. Fred Eubanks and seconded by Mr. Ben Gallant. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
4. Contract Approvals:
 - DDWG Revision Award – The DDWG (Dislocated Worker) contract was increased by \$ 106,048.25
 - PY20/FY21 Recapture Funds Award – This contract adds Recaptured Funds in the amount of \$ 300,000.00
 - PY22/FY23 Award – WIOA PY22/FY23 contract in the amount of \$ 1,698,275After discussion, a motion to approve these contracts was made by Ms. Daphne Johnson and seconded by Ms. Kaila Boire. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED:
5. 2022-2023 Budget Presentation – Mrs. Mitchell discussed the 2022-2023 budget with funds available for WIOA, WIOA Carryover, Ticket-to-Work, DDWG Grant, NELA Hope, 318 Rise, NELA Earn, BCBS and HPOG impact Study for a total of \$ 4,098,207.00. Mr. Tim Tettleton stated the budget was discussed in the Executive Committee/Strategic Planning Committee prior to the full board meeting, and recommended approving the budget as discussed. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
6. Blue Cross Blue Shield Plan Selection - Mrs. Mitchell stated the Blue Cross Blue Shield insurance for employees was up for renewal. After presenting all of the options, it was decided to accept the “C” proposal. She stated that currently, WDB-83 pays \$ 650.00 per employee with the employee paying \$ 212.58/month. A request was made to increase the employer (WDB-83) share to \$ 750.00 (\$100.00 increase). This would allow the employee’s share to remain at \$ 212.58. Mr. Fred Eubanks stated this was discussed in the Executive Committee/Strategic Planning Committee prior to the full board meeting, and recommended approval. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
7. Reinstatement of 2% Deferred Compensation Request – Mrs. Mitchell stated the board match had been reduced by 2% in July when budget cuts had been announced. Mr. Fred Eubanks stated this item was discussed in the Executive Committee/Strategic Planning Committee prior to the full board meeting and recommended reinstating the match level prior to July. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
8. AJC Certification Scoring Matrix – Mrs. Mitchell stated that the career centers have to meet certain levels of criteria. Mrs. Mitchell presented the Louisiana Workforce Commission AJC Certification Scoring Matrix for Board and CEO Review, as required by 20CFR\$678.800. This matrix is less stringent than WDB-83’s current matrix.

A motion for approval was made by Mr. Fred Eubanks and seconded by Mr. Tim Tettleton. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

9. MOU/Tutor – This item was tabled.

10. Policy Review

Policy # 100-21-01 One Stop Certification Policy

- Changes will mirror the State's Matrix

Policy # 200-05-07 Limitations on Individual Training Accounts

- Effective 10/1/22
- The Maximum amount of 12 month ITA was increased from \$ 6,000 to \$ 7,200
- Removed the statement allowing truck driving ITA limit of \$ 7,000 now that the cap is \$ 7,200

Policy # 200-28-09 Standard Operating Procedures for Provision of Supportive Services or Assistance

- Effective 10/1/22
- Referenced change to ITA limit to \$ 7,200 per 12 months
- Changed the limit from per program year to every 12 months
- Modified the monthly cap of supportive services not to exceed \$ 500 a month, up from \$400 a month

Mrs. Mitchell presented the policy changes and Mr. Fred Eubanks stated the policy changes were discussed in the Executive Committee/Strategic Planning Meeting prior to the full board and recommended the changes as presented. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

Mr. Steve Henderson called on Mrs. Shae Cheatham for the Employer/Business Services Report.

Mrs. Cheatham gave an update on business services.

Mrs. Alberta Green, One Stop Operator was not present.

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

Mrs. McCarty gave an update on activities in the American Job Centers.

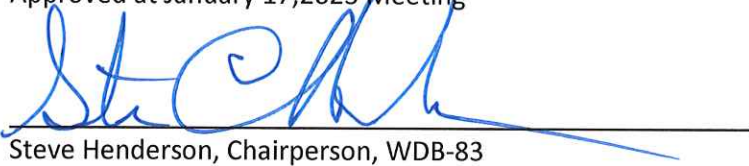
Mr. Steve Henderson called for a motion to adjourn the meeting. A motion was made by Mr. Fred Eubanks and seconded by Mr. Tim Tettleton. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

The meeting adjourned at 7:25 P.M.

Transcribed by Judy Milton, Planning Assistant



Approved at January 17, 2023 Meeting



Steve Henderson, Chairperson, WDB-83