

LOCAL WORKFORCE DEVELOPMENT BOARD 21

EAST BATON ROUGE PARISH

Workforce Development Area 21 – Employ BR
 4523 Plank Road
 Baton Rouge, La 70805

Coca-Cola Bottling Company
 9696 Plank Road
 Baton Rouge, La 70811
 Thursday, March 17, 2016
 Meeting 10:30 A.M.

AGENDA

1. Call to Order.....Chairperson, Robin Heath

	Private Sector Members	Dec 10	Jan 14	Mar 17	May 19	July 21	Sept 15	Nov 17
1	Ms. Hope Zettlemoyer	A	A	P				
2	Mr. Terry Bell	P	A	P				
3	Mr. Scott Couper	P	P	P				
4	Mr. Kenneth Champagne	A	P	A				
5	Ms. Robin Heath	P	P	P				
6	Ms. Anne Segura	P	P	P				
7	Mr. Matt Campbell	P	P	A				
8	Mr. Kelly LeDuff	P	A	P				
9	Mr. Devin Zito	P	P	P				
10	Mr. Bryan Knost	P	P	A				
11	Ms. Jennifer Aldridge	A	P	A				
12	Mr. Blaine Grimes	P	P	P				
	Public Sector Members							
13	Ms. Heather Stefan	A	A	P				
14	Mr. Louis Reine	A	A	P				
15	Mr. Jonathan Waddell	P	P	A				
16	Mr. Irby Hornsby	P	P	P				
17	Mr. James Windom	P	P	P				
18	Dr. Girard Melancon	P	P	P				
19	Ms. Debbie O’Conner	P	P	P				
20	Ms. Elizabeth C. Smith	A	A	P				
21	Mr. Harlen Henegar	P	P	A				
22	Ms. Verna Dixon Fletcher	P	P	P				
23	Ms. Monica Brown	P	P	A				
24	Mr. Kenny Lynch	P	A	P				

2. Welcome

3. Introduction of Board Members, Staff and Guests

4. Minutes (March 17, 2016)

5. Jump Start Presentation: Greg Declouet, LWC and Deidra Jackson, DOE (Consultant)

6. Action Items

- **Policies: Youth Services Policy Summary:**
 - **Supportive Services**
 - **Eligibility Criteria for Youth Needing Additional Assurances**
 - **Incentives**

7. Updates:

- **One-Stop Tour**
- **State Plan**
- **Occupational Forecast**

8. Public Comment

9. Adjournment

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DRAFT MINUTES

1. Call to Order.....Chairperson, Ms. Robin Heath
2. Welcome – Robin Heath, Chairperson, encouraged the board members to bring one business sector guest to each Board meeting.
3. Introduction of Board Members, Staff and Guests – Introductions were made by all in attendance.

Workforce Development Board Staff present: Ms. Cynthia Douglas, Ms. Penny Collins, Ms. Delecia Cann, Ms. Dianna Muhammad, Ms. Carole Miller, Ms. Dana Campbell, Ms. Vanessa Pitts-Ponder

Special Guests Present: (WIOA20 Board Members) - Mack C. Hurst, Chairperson (Hurst Construction; Glenda Shaheen, Vice-Chairperson (GSA, Inc); Ismary McLemore (LRS); and Craig Kaiser (IUOE Local 406)

Additional Guest Present: LA. AFL-CIO – Ernest Stephens
LWC/OWD – Greg DeClouet; Consultant - Deidra Jackson

4. Minutes (December 10, 2015) – The minutes were reviewed by board members in attendance. The motion for approval of the March 17, 2016 board meeting minutes was made by Louis Reine and second by Blaine Grimes. The minutes were approved without opposition.
5. Action Items
 - Policies: Youth Services Policy Summary (Supportive Services, Eligibility Criteria for Youth Needing Additional Assurances and Incentives) – Penny Collins, Interim WIOA Program Administrator and Dianna Muhammad, Youth Program Manager Staff presented a summary of the policies. Due to changes suggested by the board, approval was deferred until the next scheduled board meeting. Main areas of concern were supportive services guidelines for clothing and incentives for youth in WIOA

approved activities. The Board made a request for staff to consider best practices from other LWDB's, in-state and out-of-state. Robin Heath, made a motion to defer the approval of the policies until the April 7, 2016 meeting. Louis Reine second. There was no opposition to the deferral of the policies.

6. **Jump Start Presentation: *Greg Declouet, LWC and Deidra Jackson, DOE (Consultant)***
Louisiana's Jump Start Program is a new program for career and technical education (CTE), requiring students to attain an industry-promulgated, industry-valued credential in order to graduate high school.

Deidra Jackson gave a presentation reviewing how Louisiana will achieve the Jump Start program's new strategies by using the Workforce Development Boards as the source of industry input on regional Jump Start teams. Input will include setting goals such as pathways supported and credentials earned. The goal of the Jump Start team is to assist in the mission to use industry stakeholders for setting goals in high schools.

7. Updates:

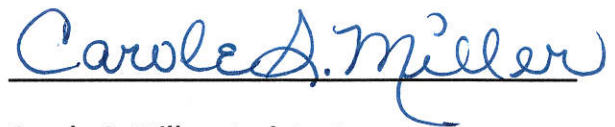
- **One-Stop Tour – Penny Collins presented a virtual tour of the Employ BR One-Stop to the WDB Board members. The Open House for WDB Area 21 was held on February 18, 2016 @ 2:30 p.m., at 4523 Plank Road, Baton Rouge, La 70805. The purpose of the tour was for board members to become more familiar with the services provided in the local offices, meet local workforce staff and experience simulated customer flow.**
- **State Plan – Cynthia Douglas provided a list of the strategic goals related to the State Plan for the WBD Area 21 Board Members, per information she received from the Louisiana Workforce Investment Council meeting. Ms. Douglas encouraged the Board to review the plan and provide comments on or before March 29, 2016. This plan will serve as the framework for the local area plan and regional plan (inclusive of LWDB20).**
- **Occupational Forecast – Cynthia Douglas provided the Louisiana Employment Forecast Data (The Industry Employment Forecasts to 2017 and 2024) for the Board members to review.**

Ms. Douglas explained that forecasts are developed for each of the state's regional labor market areas (RLMA's) and takes into account differences in the sectors across the state. The forecast is a two-step process that first examines employment by industry before producing occupation-specific forecasts. Ms. Douglas emphasized that

the data should be reviewed for accuracy and completeness and all comments forwarded to Sachin Chintawar of the LWC-Labor Market Program.

8. An Emergency Board Meeting will be held April 7, 2016, 1:30 p.m. @ Coca-Cola Bottling Company, 9696 Plank Road, Baton Rouge, La 70811. The purpose of this meeting will be to review the top scoring Out-of-School Youth Request for Proposals and to review for approval youth policies deferred from the March 17, 2016 meeting.
9. Ms. Heath stated a regional activity with WDB 20 members will be tentatively scheduled in April. The Board will be forwarded by email the date and time of this activity.
10. Public Comment – No public comment was delivered.
11. Adjournment – The meeting was adjourned by Ms. Robin Heath at 1:15 p.m. A copy of the minutes will be available on the Employ BR website www.employbr.com.

The next scheduled Board meeting date to be determined. You will be notified by email.



Carole S. Miller, Assistant



Cynthia H. Douglas, Board Director