

Local Workforce Development Board Area 21

EAST BATON ROUGE PARISH

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

Teknarus
 7117 Florida Boulevard, “Technology Park”
 Baton Rouge, La 70806
 Wednesday, September 7, 2016 @ 2:00 P.M.

AGENDA

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

| | Private Sector Members | Dec 10 | Jan 14 | Mar 17 | April 7 | June 28 | Sept 7 | Nov 17 |
|----|-------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|-------------------|-------------------|
| 1 | Ms. Hope Zettlemoyer | A | A | P | P | P | A | |
| 2 | Mr. Terry Bell | P | A | P | P | A | P | |
| 3 | Mr. Scott Couper | P | P | P | P | P | A | |
| 4 | Mr. Kenneth Champagne | A | P | A | P | A | A | |
| 5 | Ms. Robin Heath | P | P | P | P | P | P | |
| 6 | Ms. Anne Segura | P | P | P | P | P | P | |
| 7 | Mr. Matt Campbell | P | P | A | A | A | R | |
| 8 | Mr. Kelly LeDuff | P | A | P | A | P | P | |
| 9 | Mr. Devin Zito | P | P | P | P | A | P | |
| 10 | Mr. Bryan Knost | P | P | A | A | A | P | |
| 11 | Ms. Jennifer Aldridge | A | P | A | P | P | A | |
| 12 | Mr. Blaine Grimes | P | P | P | A | A | A | |
| 13 | Cheri Ausberry | | | | | A | A | |
| | Public Sector Members | | | | | | | |
| 14 | Ms. Heather Stefan | A | A | P | P | P | A | |
| 15 | Mr. Louis Reine | A | A | P | A | P | A | |
| 16 | Mr. Jonathan Waddell | P | P | A | P | A | A | |
| 17 | Mr. Irby Hornsby | P | P | P | P | P | P | |
| 18 | Mr. James Windom | P | P | P | P | P | P | |
| 19 | Dr. Girard Melancon | P | P | P | P | P | P | |
| 20 | Ms. Debbie O’Conner | P | P | P | P | A | P | |
| 21 | Ms. Elizabeth C. Smith | A | A | P | P | P | P | |
| 22 | Mr. Harlen Henegar | P | P | A | P | P | A | |
| 23 | Ms. Verna Dixon Fletcher | P | P | P | P | P | P | |
| 24 | Ms. Monica Brown | P | P | A | P | A | A | |
| 25 | Mr. Kenny Lynch | P | A | P | A | A | A | |

* R - Resigned

2. Welcome

3. Introduction of Board Members, Staff and Guests

4. Minutes (June 28, 2016)

5. Action Items:

- a. Review of Disaster Programs**
(1) Approval of Local Disaster program Documentation Policy
- b. Review and Approval of the Recommendation of the Youth and Young Adult Committee for a Youth Vendor**

6. Non-traditional Apprenticeship Grant

7. Metrics (Youth and Adult Programs)

8. 2017 WIOA Allocation Synopsis

9. Public Comment

**10. Next Meeting Dates: 10:00 A.M., November 17, 2016 @ Coca-Cola, 9696 Plank Rd.,
Baton Rouge, LA**

11. Adjournment

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MINUTES

1. Call to Order.....Chairperson, Ms. Robin Heath
2. Welcome – Robin Heath, Chairperson - *(Each Board member is encouraged to bring an employer guest to each 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. Delecia Cann, Ms. Dianna Muhammad, Ms. Vanessa Pitts-Ponder, Ms. Marian Addison, Ms. Carole Miller

WDB Staff absent: Ms. Penny Collins and Ms. Linette Watson

Special Guests Present: Dr. Kim Rugon, Vice-President of Workforce Development for Goodwill Industries of Southeastern Louisiana, Inc. and Ms. Jodee Daroca, CFO at Goodwill Industries of Southeastern Louisiana, Inc.

4. Minutes (June 28, 2016) – The minutes were reviewed by board members in attendance. The motion for approval of the June 28, 2016 board meeting minutes was made by James Windham and second by Terry Bell. The minutes were approved without opposition.
5. Action Items – Robin Heath, Chairperson, advised the Board members of two action items (1) Local Disaster Program Documentation Policy and (2) Recommendation of the Youth and Young Adult Committee for a Youth Vendor.
 - a. Review of Disaster Program – Due to the Historic Flood of 2016, the Federal Government has parishes in the state of Louisiana, inclusive of East Baton Rouge Parish, a National Emergency Grant for the purpose of disaster clean-up and humanitarian aid. The Louisiana Workforce Commission (LWC) developed an initiative to quickly identify applicants that are eligible for this grant and place them on a temporary disaster relief job based on their skills.

East Baton Rouge's Disaster Grant Program began August 29, 2016. The 2016 Local Disaster Program Documentation Policy was presented to the Board members for review and approval.

The motion for approval of the Local Disaster Program Documentation Policy was made by James Windham and second by Terry Bell. The Local Disaster Program Documentation Policy were approved without opposition.

- b. Robin Heath, WDB21 Chairperson, and Vanessa Pitts-Ponder, WIOA Planner, presented the recommendation of the Youth and Young Adult Committee for the Youth Vendor for the EmployBR Youth Program. Goodwill Industries of Southeastern Louisiana, Inc. was presented as the recommended vendor for Youth Services.

Dr. Kim Rugon, Vice-President of Workforce Development for Goodwill Industries of Southeastern Louisiana, Inc. and Ms. Jodee Daroca, CFO at Goodwill Industries of Southeastern Louisiana, Inc., presented their youth program to the Board members. Dr. Rugon stated all 14 youth elements will be delivered to approximately 75 youth participants from the community who are out of school youth. The program is targeted to begin October 17, 2016. The Board members were invited to visit the Goodwill Industries office located at 647 Main Street, Baton Rouge, La.

The motion for approval of Goodwill Industries of Southeastern Louisiana, Inc., as the Youth Vendor was made by Liz Smith and second by Terry Bell. Goodwill Industries was approved to be the Youth Vendor without opposition.

- 6. Non-traditional Apprenticeship Grant – The Louisiana Workforce Commission has applied for a \$2.5 million grant to increase apprenticeships and expand non-traditional apprenticeships within the State. The focus of this grant will be healthcare, information technology (IT) and Government. The grant period will be for three years.

Local area involvement will include the provision of supportive services and On-the-Job Training (OJT) opportunities as funding allows. The target grant population will be women, people of color and low income individuals.

Metrics (Youth and Adult Programs) – Dianna Muhammad presented the Board members with Youth Metrics for Program Year July 1, 2015 through June 30, 2016. First quarter data for 2016-2017 was also presented for 2017.

Delecia Cann presented metrics for both Employ BR locations, 4523 Plank Road and 9696 Wooddale Boulevard, Baton Rouge, La. Members questioned why the traffic count for Wooddale was higher than Plank location. It was explained that in addition to the employment and training services, Wooddale has been traditionally known as the center for unemployment services, even though direct services to customers has decreased due to a more automated system.

7. 2017 WIOA Allocation Synopsis – The Board members were presented with a synopsis of the 2016-2017 WIOA Allocation showing the comparison to the 2015-2016 Allocation. The 2016-2017 Allocation shows an increase (\$418,393) from \$2,501,935 current year to \$2,920,328. Also, an historical synopsis of LWDA 21 Allocations dating back to 2013-2014 inclusive of the Workforce Investment Act (WIA) program and the Workforce Innovation & Opportunity Act were submitted to the board members for review.
8. Additional Board Comments: Robin Heath suggested to the Board that they could volunteer for any of the ad-hoc committees.
9. Public Comment - None
10. Adjournment – The meeting was adjourned by Ms. Robin Heath at 4:05 p.m. A copy of the minutes can be found on the Employ BR website.

The next Board meeting is scheduled for 10 A.M., November 17, 2016 at Coca-Cola Bottling Company, 9696 Plank Road, Baton Rouge, LA. This meeting will include the approval of the calendar for the 2017 WDB Meetings. The Board members will be forwarded the full agenda prior to the meeting.



Carole S. Miller, Administrative Assistant



Cynthia H. Douglas, Chief Administrative Director