

9.13.23 Board Meeting | Q3

Meeting Location: Brown Eagle 7808 Airline Hwy | Baton Rouge, LA 70805 |

Members Present:

NAME	ROLE
Brett Simon	Chair
Elizabeth Beckham	Vice Chair
Kenneth Champagne	Member
David Fahr	Member
Gayle Fisher	Member
Andrew Fitzgerald	Member
Blaine Grimes	Member
Dawn Hall	Member
Judi LeFebvre	Member
Maydel Schexnayder-Chatelain	Member
Charlene Trusclair	Member
Brandy Tyson	Member
Russell Wilkes	Member
Devin Zito	Member

Members Absent:

NAME	ROLE
Amy Eberly	Member
Nick Felton	Member
Joseph Hollins	Member
Joe Maranto	Member
Sandy Michelet	Member
Christy Reeves	Member
Evon Roquemore	Member
Jonathan Waddell	Member
Luke Waggenpack	Member
Shanan Waters	Member

Staff Present: Juanita Coverson (Eckerd Connects) | Amanda Stanley (LWDB 21) | Girlie Anderson (Program Administrator)

Guests: None

Quorum met

Brett Simon, Chair, opened the meeting at 10:05 am.

WELCOME AND INTRODUCTIONS | COMMENTS FROM THE CHAIR

Brett Simon called the meeting to order at 10:05am. He welcomed new member Gayle Fisher with LWC and thanked the board for their flexibility in attending this meeting, as the August meeting had to be rescheduled. He also recognized Devin Zito for his time and commitment to the LWDA 21 board for the last several years. This is Mr. Zito's last meeting as a member, as his term will expire in October and he will not be renewing his tenure.

Approval of 9.13.23 Agenda | *Motion by David Fabr, Second by Gayle Fisher. Motion carried*

Approval of June 2023 Board Meeting Minutes | *Tabled until next meeting; minutes not ready for review.*

Approval of Center Certification | Recap from information previously sent out: Federal law requires that our centers be certified by local boards to meet certain criteria. This requires approval from the local board. Chair Brett Simon asked if there were any questions or comments; with no comments he opened the floor for approval. |*Motion by Elizabeth Beckman, second by Dawn Hall. Motion carried.*

Policy Approvals | Eight Policies were presented for approval based on feedback from the LWC Monitoring Report. Chair Brett Simon indicated that all eight policies would be approved together and asked if there was any feedback, edits, or questions. With no comments, he presented the following policies for approval:

- Supportive Services Policy
- Family of One Definition
- Priority of Service Policy
- Adult/Dislocated Worker Policy
- Work Based Training Policy
- Individual Training Account Agreement Policy
- Eligible Training Provider Policy
- Cost Allocation, Classification, Limitations, and Principles Policy

Motion by Devin Zito to adopt and approve the presented policies, Second by Kenneth Champagne. Motion carried

The meeting will be turned over to Amanda Stanley for the Director's Report.

DIRECTOR'S REPORT | Amanda Stanley | WIOA Chief Administrator | Board Director

Staffing Discussion

There have been 2 resignations since the last meeting of case managers, and one new hire. Also, 2 potential hires turned down positions due to low salary offerings. EmployBR continues to work with HR and reps from the Mayor's Office to address these issues.

Requests for Proposals: 14 Elements for Youth (completed); Program Monitoring Proposal in progress

Expenditures

A transfer of funds was approved by LWC on August 16, 2023 in the amount of \$154, 821.38 of FY22 Dislocated Worker funds to Other Transfer Funds category to be used for the FY 22 Adult Program Funds.

Category	Total Amount	Expended As of 09.11.2023	Available As of 09.11.2023

Current Youth Funds <i>Expires 06.30.2023</i> 90% Program Funds 10% Admin Funds	\$3,079,087.00 *PY 21 Expires 06.30.2023 *PY 22 Expires 06.30.2024	\$1,726,952.22	\$1,270,501.48 **\$81,663.30 (5%) of PY 21 funds returned to LWC
Current Adult Funds 90% Program Funds 10% Admin Funds	\$1,129,832.00 FY22 Expires 06.30.2023- expended PY 22 Expires 06.30.2024	\$384,768.63	\$745,063.37
Current Dislocated Worker Funds <i>As of 06.30.2022</i>	\$2,498,377.62 <u>DW Funds Consist of:</u> FY22 Expires 06.30.2023 \$1,090,429.00 Hurricane Ida Expired 08.26.2023 \$277,368.00 PY 22 Expires 06.30.2024 \$282,373.00 FY 23 Expires 06.30.2024 \$1,003,029.00	\$1,234,513.61	\$1,311,909.46 **\$10,949.08 (1%) of FY 22 funds returned to LWC
Capitol One Grant	\$5,000.00 <i>*Available for supportive services only</i>	\$5,000	\$0

Budget for PY 23 / FY 24 – budget presented and reviewed for approval.

- Total Allocation: \$3,588,660
 - Youth: \$1,300,307
 - Adult: \$1,049,000
 - Dislocated: \$1,239,353

Motion by David Fabr to adopt and approve the PY 23 / FY 24 budget, Second by Charlene Trusclair. Motion carried

PROGRAM REPORT | Girlie Anderson | Program Administrator

As of 9.13.23

- Total applications received 2023: 2,648
- Total deferred applications 2023: 1,483
- Referrals from OSS 2023: 39
- Total eligible applications 2023: 558
- Total ineligible applications 2023: 69
- NDWG: 33

Summer Youth Program Wrap Up

Participants

Summer 2022: 344
 EmployBR: 25
 Big Buddy: 319
 Summer 2023: 413
 EmployBR: 125
 Big Buddy: 288

Worksites

EmployBR: 85
 Big Buddy: 78
 Shared: 21

Total Teen Takeover!

ONE-STOP OPERATOR REPORT | Juanita Coverson | One-Stop Operator | Eckerd Connects |

Traffic Count | July 2023

JULY	1,592	07.03 – 07.07	Total: 309	07.03 – 07.07	Total: 401	07.03 – 07.07	Total: 401	07.24 – 07.31	Total: 544
07.03 – 07.07	309	Veterans	17	Veterans	28	Veterans	28	Veterans	35
07.10 – 07.14	401	Unidentified	121	Unidentified	87	Unidentified	87	Unidentified	96
07.17 – 07.21	338	Adults	59	Adults	328	Adults	328	Adults	422
07.24 – 07.31	544	Youth	54	Youth	57	Youth	57	Youth	50
		Top 5 ZIP	1. 70805 (45) 2. N/A (38) 3. 70807 (23) 4. 70802 (23) 5. 70806 (18)	Top 5 ZIP	1. 70805 (57) 2. 70802 (52) 3. 70714 (27) 4. 70811 (26) 5. 70806 (25)	Top 5 ZIP	1. 70805 (57) 2. 70802 (52) 3. 70714 (27) 4. 70811 (26) 5. 70806 (25)	Top 5 ZIP	1. 70805 (79) 2. 70802 (60) 3. 70806 (40) 4. 70811 (33) 5. N/A (32)

Traffic Count | August

AUGUST		08.01 – 08.04	Total: 191
08.01 – 08.04	191	Veterans	5
08.07 – 08.11		Unidentified	13
08.14 – 08.18		Adults	155
08.21 – 08.25		Youth	23
08.28 – 08.31		Top 5 ZIP	1. 70805 (26) 2. 70802 (14) 3. 70807 (14) 4. 70815 (14) 5. 70816 (14)

1st Quarterly Meeting – August 29, 2023, 9:45 am – 11 am

- MOU
- Unite Us Presentation

Partners | Outreach

- CATS
- BRCC
- DCFS
- TJ Maxx
- LWC
- APC
- Ametek
- OSO Summit

Guest Speaker / Presentation

Melissa Grimmatt with LWC presented LWC Board Training.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

Meeting adjourned at 11:02 a.m. Motion by Kenneth Champagne. Second by Blaine Grimes. Motion carried

ACRONYMS LEGEND

AFL-CIO American Federation of Labor and Congress of Industrial Organizations	LWDB Local Workforce Development Board
BRAC Baton Rouge Area Chamber	MOU Memorandum of Understanding
BRCC Baton Rouge Community College	MYWE Mayor’s Youth Work Experience
DCFS Department of Children and Family Services	NDWG National Dislocated Worker Grant
DDWG Disaster Dislocated Worker Grant	OSO One-Stop Operator
DHDS Department of Human Development and Services	OSS Office of Social Services
DW Dislocated Worker	OSY Out-of-School Youth
EBRPSS East Baton Rouge Parish School System	PY Program Year
ETPL Eligible Training Provider List	
FY Fiscal Year	
IFA Infrastructure Funding Agreement	
ISY In-School Youth	
LRS Louisiana Rehabilitation Services	
LWC Louisiana Workforce Commission	
LWDA Local Workforce Development Area	