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President & CEO

**THE**  
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**SEVENTH PLANNING DISTRICT CONSORTIUM  
WORKFORCE INVESTMENT BOARD**

**MINUTES**

**Wednesday, March 11, 2015  
Bossier Parish, Bossier City, Louisiana**

Mr. Charles Maranto, Chairman of the District Seven Workforce Investment Board, called the meeting to order and asked Mr. Jessie Davis to give the invocation. The members present and absent from the meeting for LWIA 70 are as follows:

**LWIA 70 MEMBERS PRESENT**

**REPRESENTATION**

Robert Anglin	Private (Financial – Banking)
Dan Caldwell	Private (Financial – Banking)
Mike Cox	Public (Community-Based Organization - Veterans)
Tom Daniel	Public (K-12 and Adult Education)
Jessie Davis	Private (Services)
G. Kent Gibson	Private (Financial – Banking)
Sharon Harris	Public (Community-Based Organization - CSBG)
Daniel Hodson	Public (One-Stop Partner, UI, WP, TAA, WIA Title 1, and Veteran's Program)
Charles Maranto	Private (100-500 Employees – Industrial Manufacturing)
Patricia Moore	Private (Woman Owned and Minority Business - Services)
Brent Moreland	Private (Manufacturing Services)
William T. Reynolds	Public (Labor)
Diana Simek	Public (Economic Development and One-Stop Partner)
John E. Winston	Private (Medical)

**LWIA 70 MEMBERS ABSENT**

**REPRESENTATION**

Fred Baragona	Public (Education and Training)
Julie Bass	Public (Services - Disabled, Adults, and Youth)
Jim Conerly	Private (Public Relations)
Lionel B. Fraser, III	Public (Job Corps)
Eugene Fremaux II	Private (Financial – Asset Management)
Lynne Given	Private (500 Plus Employees – Manufacturing)
Ray Huddleston	Private (Financial – Banking)
William McDonald	Public (One-Stop Partner and HUD)

Millie Prudhomme	Public (One-Stop Partner, Older Worker, and Community Based Organization)
Bruce G. Roberts	Private (Oil and Gas)
Amy Shelton	Private (Medical)
Clifton Starks	Public (Labor)
Linda Tuten	Private (Financial – Banking)
Mariah Underwood	Private (Woman Owned and Minority Business - Services)
John “Chuck” Vaughan	Public (One-Stop Partner, Vocational Rehabilitation)

**RESIGNATION**

Angela Rymer

**REPRESENTATION**

Public – (Post-Secondary Education)

**STAFF PRESENT**

Mechelle Broussard  
 Susan Butler  
 Beverly Ford  
 Jackie Kelly  
 Jacques Lasseigne, Jr.  
 M. D. LeComte  
 Ridge Lewis  
 Nada Percival  
 Terri Remedies  
 Craig Sheppert  
 Mary Helen Simms

**REPRESENTATION**

LWC Business Consultant  
 CDC WIA Secretary  
 LWC Business Consultant  
 CDC Vice-President of Financial Services  
 Louisiana Workforce Commission  
 CDC President and CEO  
 LWC Business Consultant  
 CDC Vice-President, Division of Workforce Development  
 CDC Account Executive, Sabine Parish  
 CDC Monitor and EO Coordinator  
 CDC Account Executive, Webster Parish

**GUESTS PRESENT**

Bridgette Clark  
 Ed Culbert  
 Chris Fournier  
 Hon. Reggie Roe  
 Donna Womack

**REPRESENTATION**

The City of Shreveport  
 Guest of John Winston  
 Goodwill Industries of North Louisiana  
 President, DeSoto Parish Police Jury  
 Bossier Parish Community College

**APPROVAL OF MINUTES**

At this time, Mr. Maranto, Chairman of LWIB 70, asked if there were any additions or corrections to the minutes of the Workforce Investment Board meeting dated December 10, 2014. There being none, Mr. Maranto asked for a motion to approve the minutes. Mr. Mike Cox made the motion; Mrs. Diana Simek seconded the motion, and the Board voted unanimously to approve the minutes. A quorum was present.

**OLD BUSINESS**

There was no old business to come before the Board at this time.

## **NEW BUSINESS**

### **AREA UPDATES**

Mr. M. D. LeComte, President and CEO, for The Coordinating and Development Corporation, said that continuous meetings and hearings are being held with Louisiana state officials as well as officials from other states to bring I-69 to Louisiana. He said that when I-69 is completed, it will make this area, in terms of Interstate service, greater than the Dallas/Fort Worth area, as the Interstates in the Dallas/Fort Worth area do not connect directly to Canada. He said that both I-49 and I-69 terminate at the U.S./Canada border. He said that I-69 coming into Claiborne Parish is also in its final stages of environmental design. Work continues on the 17 new interchanges for I-49 now underway between Shreveport and Texarkana. Information on the new Visitor's Information Center that will be entering the state around Ida, Louisiana and North Caddo Parish is being disseminated to all the travelers coming down the I-49 corridor. The \$250,000 feasibility study for running Amtrak service from Marshall, Texas to Meridian, Mississippi is still on-going. Mr. LeComte ended by saying that transportation is the key to growth, job creation, and development for our local area and thanked the Board for their continued support.

### **WIA ACTIVITIES REPORT**

Mr. Daniel Hodson, Local Area Coordinator, for The Coordinating and Development Corporation, said that currently we have eight active OJT contracts. WIA participants were in training on four of our OJT contracts: Katrina Thomas State Farm Insurance, City Printing, and Allegiance, LLC in Caddo Parish, and Delta Contract Interiors in Claiborne Parish. One contract in Bossier Parish, Professional NDT Services, just completed and one participant completed their training. One Hundred Seventy-Nine participants were enrolled in Classroom Training at various schools in our Region. We have 71 Adults, 47 Dislocated Workers, and 61 Youth enrolled in Classroom Training. We have eighty-eight active youth and 30 youth receiving follow-up services in our Youth program. A total of 214 active WIA participants were in our program.

### **BUSINESS SERVICES REPORT**

Ms. Mechelle Broussard, Business Consultant, for the Louisiana Workforce Commission, said that they have visited employers and were working on their top 200 Employer Initiatives. Two OJT Contracts has been written for The City of Shreveport, one with Katrina Thomas State Farm Insurance, and the other with Mims Recycling. There were three OJT contracts written, one with Professional NDT Services, and one with Allegiance LLC, in Bossier City, and one with International Paper in Campti. In Claiborne Parish, Mrs. Broussard has a contract with Delta Contract Interiors, which is a company designed to help people return to society from prison, which is working out well. New job orders have been set-up for Wyndam Gardens in Shreveport, who is hiring a Guest Services Manager, Room Attendants, Line Cooks, a Banquet Manager and Captain, and a Housekeeping Inspector. Ms. Broussard said that she attended the Whole Foods Market presentation on February 27, 2105 at the Shreveport Convention Center. Whole Foods Market will be contacting the Louisiana Workforce Commission and The City of Shreveport for a recruitment event in the fall. IntegriCo Composites of Louisiana, LLC held a Job Fair on April 23, 2015, in Springhill, LA. IntegriCo manufactures plastic railroad ties, and will be open for business sometime in June 2015.

Ms. Broussard said that she would be assisting in the 2015 Employer Summit Seminar sponsored by the Louisiana Rehabilitation Services on May 18, 2015 from 10:00 a.m. to 1:00 p.m. at the NWLTC – Minden Campus. Ms. Broussard said that Mrs. Nada Percival and Mr. Ridge Lewis attended the first of four Work Ready Communities Academy in New Orleans.

## **REGIONAL INDUSTRY COORDINATOR'S REPORT**

Mr. Jacques Lasseigne, Jr., Regional Industry Coordinator, with the Louisiana Workforce Commission, Mrs. Diana Simek, Vice-President of Economic and Entrepreneurial Development, for The Coordinating and Development Corporation, and Mr. M. D. LeComte, President and CEO, for The Coordinating and Development Corporation, talked briefly about tax credits and how businesses were affected once they registered on the Louisiana Workforce Commission's website. Both Mrs. Simek and Mr. LeComte encouraged the Board to monitor the tax incentive program closely during the 2015 legislature, as that program is very important to small businesses as well as large industry.

## **INTRODUCTION OF CRAIG SHEPPERT, MONITOR AND EO COORDINATOR**

Mr. Daniel Hodson, Local Area Coordinator, for The Coordinating and Development Corporation, introduced Mr. Craig Sheppert as the new Program Monitor and Equal Opportunity Coordinator for Local Workforce Area 70. He said that Mr. Sheppert worked for the City of Shreveport for 28 years as their Program Monitor and Equal Opportunity Coordinator in the JTPA Program and the WIA Program. Mr. Sheppert has worked for The Coordinating and Development Corporation the past year and a half as Coordinator for the National Emergency Grant for the General Motors Plant which closed. Mr. Hodson stated that Mr. Sheppert comes highly recommended.

## **METHODS OF ADMINISTRATION AND MONITORING REPORT**

Mr. Craig Sheppert, Monitor and EO Coordinator, for The Coordinating and Development Corporation, said that on August 27, 2014, CDC received an e-mail from the Louisiana Workforce Commission notifying us that it was time to update our Equal Opportunity Methods of Administration (MOA). The MOA defines what The Coordinating and Development Corporation will be doing to ensure that the WIA program's equal opportunity and nondiscrimination requirements will be complied within the operation of our Business and Career Solutions Centers. He said that the MOA is an extensive document that all Local Workforce Investment Areas in Louisiana were required to prepare and must be submitted to the Workforce Commission every four years. This document was submitted to the Louisiana Workforce Commission in October 2014. On February 27, 2015, CDC received notification from the Louisiana Workforce Commission that our MOA was complete and in compliance with the WIA program's equal opportunity regulations. Next, Mr. Sheppert said that he monitored an OJT contract with City Printing, Inc., located in Caddo Parish on February 11, 2015. The contract was written to fund one OJT position for a Front Office Clerk. There were no problems with this monitoring visit. The employer was maintaining records required to support all OJT reimbursements, and the WIA participant was receiving training for her OJT position as specified in the contract.

## SUCCESS STORIES

Mrs. Mary Helen Simms, Account Executive for Webster Parish, with The Coordinating and Development Corporation, shared a success story about a young woman who had been out of work since 2012. She was placed in our WIA program as an adult OJT participant and went to work on August 21, 2014 as a Front Office Clerk at City Printing, Inc., making \$10 an hour. City Printing was pleased with this participant's performance, and she was employed permanently after completing her OJT hours. Mrs. Simms then shared another success story about a man who was scheduled to be laid off from International Paper Company in Springhill, LA. He came into her office looking for training. She said the man had never received any formal classroom training other than receiving his GED from Job Corps in 1994 and was interested in learning a new skill that would put him back into the workforce quickly. He looked at several training options and chose to be trained at Diesel Driving Academy as a Truck Driver. Mrs. Simms said that he completed his training in three weeks. His instructors were impressed and pleased with his progress, and he has two offers for employment. Mrs. Simms said that he was enjoying learning a new skill and was very grateful for this opportunity that presented itself in his words "at just the right time."

Next, Mrs. Terri Remedies, Account Executive for Sabine Parish, also with The Coordinating and Development Corporation, shared her success story about a 17 year old high school graduate that came into her office seeking training in Welding. Mrs. Remedies said that this young man's father who was on drugs, couldn't hold a steady job, and his mother was no longer in his life. He was living with his grandparents. Mrs. Remedies said that she felt he would be a good candidate for our youth program, and enrolled him in the Welding course at NWLTC – Mansfield. She said that his attendance was very good, attended his monthly meetings, and was reimbursed for the welding supplies needed to complete the program. The young man later came back into her office and asked if he could repurchase his welding supplies, because his father had done something with his supplies. She said that our program could not reimburse for these items again, however, the grandparents stepped in and bought the supplies for him. He later notified Mrs. Remedies that he was going to quit the program, and was going to live with his father. Mrs. Remedies said that he did not return to school, but he did receive competencies for a Welder Helper and Thermal Cutter, and has since gone to work as a Welder making \$20 an hour at Carter Brother's. She said that he did not graduate from the Welding program, but did maintain a 3.5 GPA, and the competencies that he learned allowed him to obtain employment in the field that he enjoyed. Hopefully, this new employment and the skills he learned from our program will help him recover from the negatives in his life. Mrs. Remedies then shared another success story about a woman, 62 years of age, who had worked for a company for 24 years, and received a notice that her company was closing. She decided to make arrangements with the owner to buy the company, but the owner decided to sell to someone else. She then decided that she needed a career change and visited the Sabine Parish Business and Career Solutions Center. She was enrolled as a Patient Care Technician at NWLTC – Sabine Valley Campus. Her unemployment ended in February 2014 and our WIA program was able to give her a stipend of \$30 per day for being a Dislocated Worker. She maintained a 3.26 GPA while in school and graduated in May of 2014. She is now working at Sabine Medical Center in the lab and is enjoying her new career.

## **FINANCIALS AND ETHICS**

Mrs. Nada Percival, Vice-President, for the Division of Workforce Development, with The Coordinating and Development Corporation, said that if there were any questions on the financials in the packet, to please contact her. She encouraged the Board to sign the Conflict of Interest Form and give to Mr. Hodson after the meeting. Personal Financial Disclosure Forms were due by May 15, 2015, and that electronic version of that form was available. She also reminded the Board to take the Board of Ethics Seminar that was due on-line December 31, 2015. Mrs. Percival ended by speaking briefly about the Workforce Innovation Opportunity Act that would be replacing the Workforce Investment Act on July 1, 2015.

## **OTHER BUSINESS**

Mr. Maranto then asked if there were any other business items to be discussed. Mrs. Percival invited the Board to attend the Northwest Louisiana 10<sup>th</sup> Annual Veterans Job Fair on May 21, 2015, from 10:00 a.m. to 2:00 p.m. at the Bossier City Civic Center in Bossier City, Louisiana. She said that this year the Louisiana Workforce Commission's mobile van would be parked outside the Civic Center to assist job seekers as well as employers in their registration process. The next Workforce Investment Board meeting is tentatively scheduled to be held on June 17, 2015.

## **ADJOURNMENT**

Last, Mr. Maranto thanked the members for their participation in the meeting and asked if there was any other business to be presented to the Board. There being no further business, the meeting was adjourned.

## **CERTIFICATION**

I, Susan Butler, Secretary to the Seventh Planning District Consortium Workforce Investment Board, do hereby certify that the above and foregoing are the minutes of the Seventh Planning District Consortium Workforce Investment Board, with a quorum present, for Wednesday, March 11, 2015.



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Susan Butler  
WIA Secretary