



**THE
COORDINATING & DEVELOPMENT CORPORATION**

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Knox Ross
President & CEO

**SEVENTH PLANNING DISTRICT CONSORTIUM AND
THE CITY OF SHREVEPORT JOINT WORKFORCE DEVELOPMENT BOARDS
MEETING MINUTES**

Wednesday, August 17, 2016 at 11:30 a.m.

Ralph and KaCoo's Seafood Restaurant, Bossier City, Louisiana

I. Call to Order, Welcome, Invocation, and Roll Call:

Mrs. Katrina Early, Vice-Chairman of Workforce Development Board 71, called the meeting to order at 11:45 a.m. Mr. Fred Thomas, Bureau Chief of Administration for the Department of Community Development with The City of Shreveport, gave the Invocation. The Hon. Lorenz Walker, Mayor, City of Bossier City and Interim President and CEO for The Coordinating and Development Corporation welcomed Board Members and guests attending. Mrs. Susan Butler, Secretary to Workforce Development Board 70 and Mrs. Kathy Brown, Secretary to Workforce Development Board 71 called roll and introduced the guests. The Minutes were recorded.

Members in Attendance for LWDB 70: Dan Caldwell, Dianne Clark, Deborah Cloud, Eugene Fremeaux II, Jacques Lasseigne Jr., Stephen Long, William T. Reynolds Bruce Roberts, David "Rocky" Rockett Jr., Clifton Starks, and John "Chuck" Vaughan III.

Members Not in Attendance: Robert Anglin, Julie Bass, Zachary Daniel, Mary Duncan, Lionel Fraser III, G. Kent Gibson, Lynne Given, Ray Huddleston, Patricia Moore, Brent Moreland, John Morgan, and Mary Winget.

Members in Attendance for LWDB 71: Merry Bueton, Deborah Cloud, Katrina Early, Susan Evans, Robert Ewing, Robyn Fawley, Patrick Harrison, Jacques Lasseigne, Jr., Karen McDonald, Kenneth Pearson, William Reynolds, Bruce Roberts, Janice Sneed, Shelli Ulrich, and John "Chuck" Vaughan III.

Members Not in Attendance: Julie Bass, Lionel Fraser III, Johna Hays, Debbie McCall, Brent Moreland, Alynia Roberson, and Angie White.

Staff in Attendance: Kathy Brown, Sue Butler, Bridgette Clark, Daniel Hodson, Jackie Kelly, Nada Percival, Angie Rymer, Craig Sheppert, Herman Vital, and Hon. Lorenz Walker (Mayor, City of Bossier City and Interim CDC President and CEO).

Guests in Attendance: Valerie Ervin (The City of Shreveport), Thomas Jones, Jr. (DeSoto Parish Police Jury), John Melville (Collaborative Economics Inc.), Bonnie Moore (The City of Shreveport), Reggie Roe (DeSoto Parish Police Jury), Curtis Storms (Northwest Louisiana Technical College), and Fred Thomas (The City of Shreveport).

II. Review of Correspondence:

There was no correspondence to be presented at this time.

III. Old Business:

Action Items:

1. Approval of Minutes from June 22, 2016 Workforce Development Board Meeting for LWDB 70:

Mrs. Karen McDonald, Chairman of Workforce Development Board 71 presented the Workforce Development Board 70 Meeting Minutes dated June 22, 2016, in printed form without modification. There were no questions, no abstentions, and no oppositions. Mrs. McDonald asked for a motion to approve the Minutes, Mr. Curtis Starks motioned to approve and Mr. Bruce Roberts seconded the motion. The motion was unanimously approved. Board members that approved the Minutes were: Dan Caldwell, Dianne Clark, Deborah Cloud, Eugene Fremeaux II, Jacques Lasseigne Jr., Stephen Long, William T. Reynolds, Bruce Roberts, David "Rocky" Rockett Jr., Clifton Starks, and John "Chuck" Vaughan III.

2. Approval of Minutes from July 12, 2016 Workforce Development Board Meeting for LWDB 71:

Mrs. McDonald, presented the Workforce Development Board 71 Meeting Minutes dated July 12, 2016, in printed form without modification. There were no questions, no abstentions, and no oppositions. Mrs. McDonald asked for a motion to approve the Minutes, Mr. Clifton Starks motioned to approve and Mr. Ken Pearson seconded the motion. The motion was unanimously approved. Board members that approved the Minutes were: Merry Bueton, Deborah Cloud, Katrina Early, Susan Evans, Robert Ewing, Robyn Fawley, Patrick Harrison, Jacques Lasseigne Jr., Karen McDonald, Kenneth Pearson, William Reynolds, Bruce Roberts, Janice Sneed, Shelli Ulrich, and John "Chuck" Vaughan III.

IV. New Business:

a. Action Items:

Approval of the Region 7 WIOA Regional/Local Plan.

Mrs. McDonald presented the Region 7 WIOA Regional/Local Plan for LWIA 70 and 71, in printed form without modification. She said under the Workforce Innovation and Opportunity Act (WIOA), the Local Workforce Development Areas (LWDAs) in the State of Louisiana must submit a Regional/Local Plan to the Louisiana Workforce Commission (LWC) that outlines a four-year strategy for the Region's workforce development system. Each Region in Louisiana must approve the Regional/Local Plans in place to receive funding for core programs.

Mrs. McDonald asked if there were any questions concerning the Regional/Local Plan. Mr. Stephen Long asked if the State Plan had been approved. Mrs. Nada Percival, Vice-President of the Division of Workforce Development for The Coordinating and Development Corporation and Mr. Herman Vital, Assistant Director for the Department of Community Development with the City of Shreveport, answered yes. Mrs. Percival remarked that the State Plan had been conditionally approved, with additional information being requested at this time. Mr. Long asked if there was anything that needed to be addressed in our Regional/Local Plan concerning this additional information before we vote. Mr. Vital answered, not at this time. He said once the Board approves the Plan, it is sent to the State and the State will notify us if there are any changes. Another Board member asked if we were approving this Plan as conditionally. Mr. Vital answered yes. There were other no questions, no abstentions, and no oppositions.

Mrs. McDonald asked for a motion to approve the Plan and Mr. Bruce Roberts motioned to approve the Plan conditionally upon the State approval of the Plan. Mr. Clifton Starks seconded the motion. The motion was unanimously approved. Board members that approved the WIOA Regional/Local Plan were: Merry Bueton, Dan Caldwell, Dianne Clark, Deborah Cloud, Katrina Early, Susan Evans, Robert Ewing, Robyn Fawley, Eugene Fremeaux II, Patrick Harrison, Jacques Lasseigne Jr., Stephen Long, Karen McDonald, Kenneth Pearson, William T. Reynolds, Bruce Roberts, David "Rocky" Rockett Jr., Janice Sneed, Clifton Starks, Shelli Ulrich, and John "Chuck" Vaughan III.

- b. Mr. John Melville, CO-CEO with Collaborative Economic, Inc. was the Guest Speaker. He displayed a PowerPoint presentation and spoke briefly about Sector Partnerships. He said Sector Partnerships were partnerships of companies, from the same industry and in a shared labor market region, with education, workforce development, economic development, and community organizations. They primarily focus on the education and workforce training needs of an industry, but modern sector partnerships also focus on other issues related to an industry's competitiveness. This ensures deeper, broader and longer-term industry engagement.

Sector Partnerships are local (or sub-regional) industry-driven and community supported. They act as a coordinating body across multiple education, workforce development, and economic development programs. Mr. Melville said Sector Partnerships must have an active convener. Workforce Development Boards are often well positioned to do this work, but an economic development organization, a community college, an organized labor entity, or a community-based organization can also help with support. The convener is responsible for coordination, administrative, and implementation support. Often a Sector Partnership is co-convened and staffed by two organizations.

He said no Sector Partnership is ever successful without members of industry acting as leaders, advisors, champions, and active partners. Today's Sector Partnerships focus on more than just workforce issues. They facilitate conversations and commitments from employers focused on the industry's big opportunities for growth. They use the power of coordination across education, workforce, and economic development programs to address the multiple needs of companies, including issues related to talent, infrastructure, supplier development, access to capital, technology, and others. In a good Sector Partnership, workforce development, education, and economic development partners are joined at the hip when approaching industry, vs. independently approaching industry members. The Partnership becomes the go-to or single-table for companies to get their needs met, verses navigating the dozens of available programs, and resources alone.

Sector Partnerships organize around industry needs, not around existing public programs. Ideally, each Labor Market Region should have an active Sector Partnership for each industry critical to their regional economy. Even in rural areas this likely translates to between 3 to 5 active partnerships, likely in industries like healthcare, manufacturing, or agriculture. Some areas may have partnerships in technology, tourism, transportation and logistics, or other industries. This must be driven by Labor Market Information.

He said Sector Partnerships for companies was a place to solve major talent issues, and address other issues related to their shared competitiveness a single table at which to work with public entities and an opportunity to share costs related to needed solutions. For educators, it was a venue for faster understanding of changing industry needs a vehicle to identify, build and refine curriculum, programs and credentials and a powerful vehicle to create industry-driven career pathway systems. For workforce developers, it was a way to strategically focus time and resources, an at-scale approach to serving employers vs. just one-on-one engagement, and a way to give workers the right training at the right time for jobs that exist now. For economic developers, it was a meaningful venue for working with workforce development and education and a tool to truly understand the strengths and opportunities of existing industry in a region that can inform retention, growth and attraction strategies.

Mr. Melville ended by saying that Sector Partnerships were among the few public program interventions with statistical evidence showing improved employment opportunities for workers. Companies reported increases in productivity, reductions in customer complaints, and declines in staff turnover, all of which reduce costs and improve competitiveness. Some Sector Partnerships are strongly correlated to job creation and new product lines of member employers, simply based on the networking power of the partnership. Mr. Stephen Long asked what a realistic time-frame was if the Partnership started from scratch. Mr. Melville answered within three months an action plan should be started within an industry group. Their priorities should be flushed out and specific actions identified. Mrs. Shelli Ulrich commented how she would like to see more examples in how the Sector Partnerships are working. There were no other questions.

V. Other Business

- a. Mrs. McDonald reminded the Boards to take the Ethics Training that is due by December 31, 2016. The Ethics Training was available online: [www.http://ethics.la.gov/SeminarRegistration](http://ethics.la.gov/SeminarRegistration). She said this is very important and failure to comply with the training could result in a serious fine.
- b. She also reminded the Boards that as active members of the Workforce Development Boards, they were required by law to have filed a Personal Financial Disclosure Form by May 15, 2016. She requested for those that have not completed this form, to please do so, and send it in immediately. She said that Board members could obtain the Personal Financial Disclosure Form through both The City of Shreveport and The Coordinating and Development Corporation offices. The forms could be mailed or faxed to the Board of Ethics at:

Louisiana Board of Ethics
P. O. Box 4368
Baton Rouge, LA 70821, or
Faxed to: (225) 381-7271

- c. Mrs. McDonald invited all the Board members to attend the Northwest Louisiana Industry Partnership Training Session, Thursday, August 18, 2016 at the Shreveport Riverview Hall, in Shreveport, LA. She said Mr. Jacques Lasseigne Jr., was the point of contact and invitations were available at the Head Table.

- d. Documents included in the packet were: Agenda, Minutes for LWDB 70 and 71, Progress Status Report for LWDB 70, Activities Report for LWDB 70, Sector Partnership Primer, and Newspaper articles collected during the most recent quarter from all ten (10) parishes on employment and training activities throughout Northwest Louisiana.

VI. Next Workforce Development Board Meeting:

The next Workforce Development Board Meeting for LWDB 70 and 71 is tentatively scheduled for the Fall of 2016.

VII. Adjournment:

There being no further business, Mrs. McDonald adjourned the meeting at 1:30 p.m.

VIII. CERTIFICATION

I, Susan Butler, Secretary to the Seventh Planning District Consortium Workforce Development Board 70, do hereby certify that the above and foregoing are the Minutes of the Seventh Planning District Consortium and The City of Shreveport joint Workforce Development Boards, dated Wednesday, August 17, 2016. A quorum was present.



Susan Butler
Workforce Development Board Secretary