



M. D. LeComte, CEcD, ED
President & CEO

**SEVENTH PLANNING DISTRICT CONSORTIUM
WORKFORCE DEVELOPMENT BOARD MEETING MINUTES**
Wednesday, January 27, 2016 at 11:30 a.m.
Ralph and KaCoo's Seafood Restaurant, Bossier City, Louisiana

I. CALL TO ORDER, INVOCATION, AND ROLL CALL:

Mr. Zachary Daniel, Chairman of the Seventh Planning District Workforce Development Board, called the meeting to order at 11:45 a.m. Mr. John "Chuck" Vaughan III, Regional Manager with Louisiana Rehabilitation Services, gave the Invocation. Mrs. Susan Butler, Secretary to the Workforce Development Board called roll and recorded the Minutes.

Members in Attendance: Julie Bass, Dan Caldwell, Dianne Clark, Deborah Cloud, Zachary Daniel, Lionel Fraser III, G. Kent Gibson, Jacques Lasseigne Jr., Stephen Long, Brent Moreland, Bruce Roberts, David "Rocky" Rockett Jr., Clifton Starks, John "Chuck" Vaughan III, and Mary Winget.

Members Not in Attendance: Robert Anglin, Mary Duncan, Eugene Fremaux II, Lynne Given, Ray Huddleston, Patricia Moore, John Morgan, and William Reynolds.

Staff in Attendance: M. D. LeComte, Nada Percival, Sue Butler, Daniel Hodson, Jackie Kelly, and Craig Sheppert.

Other Guests in Attendance: Oscar Alford (CDC Board Member), Corine Ambler (Shreveport Job Corps), Wanda Bennett (President of the Bossier Parish Policy Jury), Bridgette Clark (The City of Shreveport), and Peggy Parker (Louisiana Workforce Investment Council).

II. REVIEW OF CORRESPONDENCE:

There was no correspondence to be presented at this time.

III. OLD BUSINESS:

There was no old business to be presented at this time.

IV. NEW BUSINESS:

A. Action Items:

1. Approval of Amended Workforce Development Board Youth Work Experience Policy:

Mrs. Nada Percival, Vice-President of the Division of Workforce Development with The Coordinating and Development Corporation, presented the Amended Workforce Development Board Youth Work Experience Policy in printed form.

Mr. Lionel Fraser III, motioned to approve this policy, and Mr. Jacques Lasseigne Jr., seconded the motion. The motion was unanimously approved. Board members that approved the Amended Youth Work Experience Policy were Julie Bass, Dan Caldwell, Dianne Clark, Deborah Cloud, Zachary Daniel, Lionel Fraser III, G. Kent Gibson, Jacques Lasseigne Jr., Stephen Long, Brent Moreland, Bruce Roberts, David "Rocky" Rockett Jr., Clifton Starks, John "Chuck" Vaughan III, and Mary Winget. There was no opposition or abstentions.

2. Approval of Minutes from October 28, 2015, Meeting:

Mrs. Nada Percival presented the Workforce Development Board Meeting Minutes dated October 28, 2015, in printed form without modification, Mr. Clifton Starks motioned to approve the Minutes, and Mr. Bruce Roberts seconded the motion. The motion was unanimously approved. Board members that approved the Minutes were Julie Bass, Dan Caldwell, Dianne Clark, Deborah Cloud, Zachary Daniel, Lionel Fraser III, G. Kent Gibson, Jacques Lasseigne Jr., Stephen Long, Brent Moreland, Bruce Roberts, David "Rocky" Rockett, Jr., Clifton Starks, John "Chuck" Vaughan III, and Mary Winget. There was no opposition or abstentions.

B. Reports:

1. Regional Updates:

Mr. M. D. LeComte, President and CEO of The Coordinating Development Corporation, stated that the Louisiana Department of Transportation had concluded six public hearings on four proposed routes that would run through the City of Shreveport to connect Interstate 49 at Interstate 220. He said there are many benefits that would come as a result of finishing the Interstate through the City, such as convenience, natural economic development, safety, ease of moving freely and quickly, and cost savings on fuel and drive time. Mr. LeComte said the LA Hwy 3132 Innerloop was also considered as a possible fifth alternative route for Interstate 49 to go around the City, but this route would not be feasible due to the enormous cost and significant environmental impacts. He said that CDC is working with the Village of Ida in North Caddo Parish to develop a Visitor's Center along Interstate 49. CDC has already begun the process to annex the land outside of the corporate limits of Ida, Louisiana and also at Fouke in Miller County, Arkansas to develop Interstate 49 interchanges in both areas.

Mr. LeComte said that continuous meetings and hearings are being held with Louisiana state officials, as well as officials from other states, to bring Interstate 69 to Louisiana. He said that Interstate 69 is now completed from Port Huron, Michigan to Memphis, Tennessee, and from Port Huron, Michigan to Toronto, Canada. A bridge needs to be built across the Mississippi River in Arkansas, and construction is needed in Northwest Louisiana, in Caddo and Bossier Parishes. Mr. LeComte said that the Town of Logansport has started the process to annex land where Interstate 69 will leave Louisiana and enter into Texas.

Mr. LeComte stated that the Chief of Operations of Amtrak from Chicago, Illinois met with Mayor Ollie Tyler, with The City of Shreveport, and the Mayor Lo Walker, with the City of Bossier City, and other business and public officials, recently to discuss providing Amtrak train service across the Northern part of Louisiana. He said the proposed route was recently approved by Amtrak which would allow Amtrak to begin a route from Fort Worth, Texas across the northern part of Louisiana, to Meridian, Mississippi.

From this junction, travelers would be able to access another Amtrak train that would either take them North to Chicago, or south to New Orleans and Florida. Amtrak would then continue its route from Meridian, Mississippi to Atlanta, Georgia. He said that once the route schedules are confirmed with KCS, the Board would be invited to ride on Amtrak's Inspection Train across the northern part of the state, and after that, full Amtrak service would follow. This is a major project of two Ark-La-Tex Corridor Councils. Mr. LeComte said that transportation is the key to our future, and we hope to build a larger transportation system than the one already in place in the Metroplex of Dallas and Fort Worth, Texas. Mr. LeComte asked if there were any questions, and there was one. Mr. Clifton Starks asked if Amtrak would stop in Jackson, Mississippi, and Mr. LeComte said that he did not know, but presumably so, as there was service already established to Meridian. There were no other questions.

2. Local Workforce Development Area Local Plan Area:

Mr. Daniel Hodson, Local Area Coordinator with The Coordinating and Development Corporation, stated that under the Workforce Innovation and Opportunity Act (WIOA), the Governor of our State must submit a Unified or Combined State Plan to the United States Department of Labor that outlines a four-year strategy for the State's Workforce Development System by March 3, 2016. He said both Local Workforce Development Boards in our area, in conjunction with their Chief Elected Officials, would also have to develop and submit a Regional/Local Plan to the Governor. This Regional/Local Plan will mirror the State Plan. He said that the Regional/Local Plan is due on June 29, 2016.

Mr. Hodson said that some of the elements in our Plan would include:

- Strategic Elements – which includes an analysis of both Economic and Workforce Development activities, and Workforce Development Education and Training activities;
- Operational Planning Elements – which includes local board functions, implementation of local strategy with the responsibility for the administration of each core partner program, and a description of the local operating system and policies, which includes: labor market information, data systems, communication systems, case-management systems, and data collection and reporting processes used for all programs and activities, including those present in our Business and Career Solutions Centers;
- Coordination with Local Programs – which includes the methods used for joint planning and coordination among the core programs, and with the required One-Stop partner programs and activities included in the State Plan; and
- Specific Requirements for Core Programs – which includes the local area addressing program requirements for WIOA Core Programs including Adult, Dislocated Worker, and Youth Activities, the Wagner-Peyser Act Program (Employment Services), Adult Education and Family Literacy Program, Vocational Rehabilitation, and the Department of Children's and Family Services.

Mr. Hodson said that under WIOA, the Board is allowed to form a Planning Committee to assist the Board in planning for our Local/Regional Plan.

The Committee Chairperson should be someone from the business sector from one of our four targeted sectors (Manufacturing, Health Care, Services, or Transportation). Other members on the Committee that would assist in the planning process are: Wagner-Peyser, Adult Ed, Vocational Rehabilitation, and the Department of Children's and Family Services. Mr. Hodson said that if any of current members on the Board would like to serve on this Planning Committee, to please let him know. There were no questions.

3. Business Services Update:

Mr. Jacques Lasseigne Jr., Regional Industry Coordinator for the Louisiana Workforce Commission, stated that the Business Services Team covers ten parishes in Northwest Louisiana which is known as Region 7. He shared with the Board statistical information from Business Services for the year 2015 for LWDA's 70 and 71 which included: enrolled applicants, registered employers, number of referrals, services to employers, placements, unemployment numbers, the total labor force, and number of people employed. Mr. Lasseigne said that services provided to employers included on-site visits as well as intensive services provided for example, specialized or individualized assistance in the realm of labor market information, as well as recruiting events held for the employers. On-site visits to the employers enable the Business Service Representatives to obtain a much better picture of the employers operation and their particular needs. Should an employer have a problem in a certain area, they will work to find a solution to that issue.

Mr. Lasseigne said that people applying for a job online would be considered as a referral. Once an applicant receives a service from one of our Business and Career Solutions Centers, such as resume help, job referral, counseling, job search assistance, and then obtains employment, this is considered a placement, which is a positive outcome for both the participant and for our agency. Mr. Lasseigne reported that 1,118,597 million people received a job after receiving a service from staff in our 64 offices across the State of Louisiana since 2008. Mr. Lasseigne said that a few new businesses were doing well since their openings, however, there were a few businesses that were laying off or closing within Region 7. He ended by commenting on capital investments. There were no questions.

Mrs. Nada Percival shared with the Board Labor Market information statistics for the month, and for the year for the State of Louisiana. She also commented on gains and losses of jobs among the following business sectors: Education, Health Care, Oil and Gas, Construction, Manufacturing, Transportation, Financial, Leisure and Hospitality, and Government Employment. There were no questions.

4. Local Workforce Board Responsibilities/Ethics/Personal Financial Disclosure/Budgets/Sector Partnership Grant:

Mrs. Nada Percival stated that Ms. Ava Dejoie is our new Executive Director for the Louisiana Workforce Commission. She said that Ms. Dejoie brings many years of leadership experience in public administration and workforce development to her role as Executive Director. Ms. Dejoie served as the Statewide Rapid Response Coordinator for the Louisiana Workforce Commission for a number of years, and she is looking forward to working with Ms. Dejoie.

Mrs. Percival said that throughout this year, the Louisiana Workforce Commission will be providing Webinar Training for our Board members. The Louisiana Workforce Commission would like the Board to understand their local labor market, and part of their duties would be to set policy in place according to what was going on in their local areas.

She further stated that the Board has two focuses: business customers and job seekers. The goals are to help strengthen our businesses and make sure that they have the workforce they need, and to train job seekers in jobs that the businesses say they need. The Board also needs to be an ambassador in the community. Mrs. Percival encouraged the Board members to get out in their community, talk about our services, hear what people in their industry are doing, identify problem areas where our services may be of some help, and conduct oversight of youth activities in the Business and Career Solutions Centers. She urged the Board to look at the reports enclosed in their packets, and to visit a Business and Career Solutions Center in the Region.

Mrs. Percival stated that she recently attended a statewide Jump Start Meeting in Baton Rouge. Jump Start is the state's new initiative to provide high school students with basic and advanced career credentials that allow students to graduate with a technical diploma that would lead to a high-wage paying career. Mrs. Percival stated that both Region 7 Boards will be invited to attend a joint Jump Start meeting once the date and place are scheduled.

She explained that the Sector Partnership National Emergency Grant (SP NEG) was a discretionary Grant awarded by the Secretary of Labor to provide employment-related services for dislocated workers. She said this funding is intended to temporarily expand capacity to serve dislocated workers and meet the increased demand for employment and training services, with the goal of quickly reemploying laid-off workers and enhancing their employability and earnings.

These individually tailored services are shown to help dislocated workers find work, align their skills with in-demand occupations, and identify occupational requirements where additional training may be needed. Such services are also more effective in meeting the needs of the many businesses that are having difficulty finding and hiring workers with the right skills for jobs they need to fill. Mrs. Percival stated that an example of this is that several businesses came to NWLTC in Sabine and said that they needed people to work in Scaffolding, but did not have anyone trained. She said with the recent job losses in the oil field industry, we were able to provide financial assistance from this Grant to the Sabine Valley Campus to put together customized training program to train some of these dislocated oil field workers in Scaffolding. Mrs. Percival said that there are three areas in Northwest Louisiana and Alexandria that have this Grant. LWC is looking from the state level to hire a consultant to work with all three of these areas that have the Sector Partnership Grant. She said we are concentrating on Health Care, Manufacturing, and IT in our area.

Mrs. Percival stated that the Operating Statements were in the packet which covered funding, expenditures, and balances as of December 2015 and stated that should there be any questions concerning the Operating Statements, to please contact her. There were no immediate questions.

V. OTHER BUSINESS:

- A. The Board was invited to attend a Step Forward Meeting, which is a "Report to the Community" on improved outcomes for children in North Louisiana, Wednesday, February 10, 2016, at BHP Billiton in Shreveport.
- B. Mrs. Percival reminded the Board that their Personal Financial Disclosure was due in Baton Rouge by May 15, 2016. Mrs. Percival said that failure to comply with the State Regulations could result in a \$1,500 fine.
- C. The Board was also invited to attend the a Veteran's Job Fair which will be held on May 26, 2016, at the Bossier Civic Center in Bossier City, LA. Mrs. Percival advised that if any Board member would like to have a booth and be represented at the Job Fair to recruit future employees, to please contact her or Mr. Hodson.
- D. All Workforce Development Board members were reminded to take the Ethics Webinar Training online by December 31, 2016.
- E. The next Workforce Development Board Meeting is tentatively scheduled for May with the date to be determined.
- F. Other documents included in the packet were: the Activities Report, the Quarterly Progress Status Report, Handouts on Interstate 49, Interstate 69, and Amtrak, and newspaper articles collected during the most recent quarter from all ten (10) parishes on employment and training activities throughout Northwest Louisiana.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:10 p.m.

VII. CERTIFICATION

I, Susan Butler, Secretary to the Seventh Planning District Consortium Workforce Development Board, do hereby certify that the above and foregoing are the Minutes of the Seventh Planning District Consortium Workforce Development Board dated Wednesday, January 27, 2016. A quorum was present.



Susan Butler
Workforce Development Board Secretary