

SHREVEPORT LOCAL WORKFORCE DEVELOPMENT BOARD

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KATRINA EARLY
CHAIRPERSON

Phone (318) 673-7500

TOM ARCENEUX
MAYOR

The Shreveport Local Workforce Development Board held its regularly scheduled meeting on June 21, 2022 at 11:45 a.m. The meeting was held at the Hilton Shreveport at 104 Market Street, Shreveport, Louisiana.

LWDB 71 MEMBERS PRESENT

Julie Bass
Sandy Cimino
Katrina Early
Patrick Harrison
Jacques Lasseigne
Reginald Wells
Angela White
Keonia Thomas-Walker
Shelli Ulrich
Brent Moreland
Adam Sistrunk

REPRESENTATION

Goodwill Industries of North Louisiana
Community Bank of Louisiana
State Farm Insurance
Sound Fighter Systems
Louisiana Workforce Commission
United Parcel Service (UPS)
North Louisiana Economic Partnership
Calumet Packaging
Bossier Parish Community College
Shreveport Area Electrical JATC
Bancorp South

LWDB 71 MEMBERS ABSENT

Matt LaFisca
Johna Hayes
Michael Joiner
Robert Ewing
Alynia Roberson
Jim Shockley
Janice Brown-Sneed
Daphne Smallwood-Smith

REPRESENTATION

Shreveport Area Electrical JATC
AEP SWEPCO
Shreveport Pipes Trade
Red Ball Oxygen
Honeywell
Gordon Incorporated
Southern University at Shreveport
Dept of Children and Family Services

LWDB 71 STAFF PRESENT

Bridgette Clark
Kathy Brown
Sheila Gipson
Lenard Adams
Penny Butler
Steedric Cooper
Pamela Freeman
Bonnie Moore

REPRESENTATION

City of Shreveport
City of Shreveport

CALL TO ORDER AND INVOCATION

Ms. Katrina Early welcomed everyone and called the Local Workforce Development Board Meeting for LWDB #71 to order. She also gave the invocation.

ROLL CALL & INTRODUCTION OF GUEST

Ms. Kathy Brown called the roll and noted every member, and staff in attendance. She also noted that no guests were attending the meeting.

Ms. Brown introduced the new Bureau Chief for Community Development Workforce Bureau Mr. Lenard Adams.

COMMUNICATIONS

On April 26, 2022 Mr. Robert Ewing sent an email to Ms. Bridgette Clark giving a letter of resignation from the Local Workforce Development Board #71.

He stated that he has enjoyed working with Ms. Clark and the members but at this time he needs to step back.

Before the business was discussed Ms. Early stated that once again there was not a quorum so all business discussed will be for informational purposes.

OLD BUSINESS

There was no old business

NEW BUSINESS

Ms. Early called on Mr. Lenard Adams and asked him to introduce himself to the board.

Mr. Lenard Adams thanked the board members for being present and volunteering their time.

He gave the members a brief description of himself as to who he is and stated that he was born and raised in Shreveport where he went through the school system where he graduated from Magnet High. He went to Centenary College for a degree in Music.

He was a recruiter for Centenary and did some corporate recruiting for a company now known as GDIT.

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Mr. Adams mentioned that he was looking forward to meeting with each of the members individually sometime after the meeting to gauge who they are, their talents and what they have to offer and just get to know them so they can continue to revitalize the board.

He explained that some things that he is looking forward to and working on are the vacancies on the board, especially in the private sector. He has some people that he's been speaking with to fill those vacancies.

Mr. Adams stated that another thing he will be working on is business development merging with other departments in the city, specifically Economic Development, so things like Amazon can continue to happen. He's planning to work with the small businesses and connect with all three chambers to be much more active with them and see how we can creatively use our resources to reach private businesses and other small business owners.

Some of the initiatives that he will be working on is the Mobile Workforce Unit getting it to Shreveport more often at least once a month in different neighborhoods but that will take collaboration with SPAR and some of the City Councilmen and Councilwomen to get the unit in their neighborhoods so if the people can't get to the Caddo American Job Center then we will have to be proactive to get to them by hosting a job event to each neighborhood in the City of Shreveport.

Mr. Adams mentioned that there is a public sector grant with job opportunities with Google that he's in the beginning stages of communicating with them. There is also a company named JFF (Jobs for the Future) that has a competitive grant that they are offering to Workforce around the country where they are going to give away 15,000 certifications for Google and IBM.

His whole deal is to just be creative, involved, efficient and present. He reiterated that he is looking forward to meeting them all individually by taking some out for coffee, lunch or whatever they would like just to get to know them and to hear about some of the things they would like to get done.

Mr. Adams thanked everyone for taking time out and attending the meeting.

Ms. Early welcomed and thanked Mr. Adams for his introduction. She asked if there were any questions for him.

Ms. Angie White thanked Mr. Adams for thinking about how to get the Mobile van to the different neighborhoods, because there are a lot of people that may not have transportation to get to the center.

Ms. Bridgette Clark stated that she was thinking in lieu of a quorum if the Executive Committee would meet to review and approve the minutes and the two policies from our last meeting if it's okay with the board members because the members instruct on how the board should be handled.

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Mr. Brent Moreland asked would the Executive Board give the approval and then it would be brought back to the next board meeting to approve the action of the Executive Board.

Ms. Clark said yes unless it's contingent upon you approving what the Executive Board decides.

Mr. Patrick Harrison stated that he thought when they formed the Executive Board, they would not be acting on behalf of the board.

Ms. Clark mentioned that on that note they will just review everything and bring it back to the board at the next meeting.

Ms. Early moved down the agenda to give other members an opportunity to come before they discussed the items to be voted on.

Approval of LWDB Meeting Minutes (09/14/21 and 12/14/21)

Ms. Early stated that everyone should have received the minutes from the last two meetings by email.

She asked if there were any questions or concerns about the minutes they had received and there were none.

Approval of WIOA Policies

Ms. Early stated that everyone was sent the revised WIOA Youth Work Experience Policy and the WIOA Adult and Dislocated Worker Work Experience Policy. She asked if there were any questions or discussions needed in reference to the two policies and there were none.

Ms. Early informed the board that due to there not being a quorum the work experience policies will be revisited and discussed for a motion of approval at the upcoming board meeting.

One Stop Operator Report

Ms. Clark informed the board that they should have a copy of the One Stop Operator report in their folder.

Ms. Antionette Livingston explained the Nature or visit report⁶ give the number of times customers has come and visited the Caddo American Job Center for a specific reason.

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During the second quarter of PY 2021/2022 fifty-five (52) people came just to sign up and get username and passwords for HiRE, fifty-seven (57) people came to inquire about WIOA funding to go to training.

Ms. Livingston stated that we had forty-four (44) people to come for job search and 103 were inquiring about unemployment. There was a total of 435 visits to the Caddo American Job Center in this quarter.

In the third quarter there were a few areas in red where the goals weren't met, but we still have time to get those numbers up and meet the goals that are required.

Ms. Livingston discussed the master summary report by the office. She stated that there were 4,044 individuals that registered with Caddo American Job Center, 4,376 individuals that logged in and there were 7,309 individuals that were provided services through the Caddo American Job Center.

The masters summary also showed that 1,499 internal job orders were created, there was a total of 1,001 internal job referrals and 723 services provided to employers.

Ms. Livingston mentioned that the Partner Spotlight is when they have been engaging with their partners.

She showed pictures of the WIOS youth that attended the FLOSSIP (Future Leaders of Shreveport Summer Intern Program) orientation. There were about 150 high school and college youth that was awarded the opportunity to work within the program.

She discussed the WIOA youth program with Northwest La Community Development Corporation also known as the Brandon House and explained that their program only works with young men who is trying to receive their HiSet. They also participated in two sessions including resume writing and labor market information.

Ms. Livingston went to speak at a STEMS program at Southern University at Shreveport for youth to learn about Robotics, Drones and Aviation careers.

She spoke to the youth about how much money they could make in this area. She showed them how many jobs were in Shreveport and how many jobs were projected for Shreveport through 2026, showing what they can look forward to and explained to them how to use labor market information to make good decisions about what jobs they wanted to move into when they graduated.

She also discussed the difference between scholarships and loans with the youth.

Ms. Livingston asked if there were any questions.

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Ms. Angie White asked that in the category of the people you track that are inquiring about the WIOA funded school training are students allowed to be turned around if they are not qualified.

Ms. Livingston replied that yes and she feels that a lot of students are turned around because when schools hear that WIOA has money and will pay for training, what gets lost in the interpretation is that they must be eligible for WIOA. A lot of people that did get turned around it was because they didn't know there were eligibility requirements.

Ms. White asked that now that they have the M J Foster Promise Program, if a student meet with the office about WIOA and don't qualify but there is a possibility that they might meet the qualifications for the M J Foster Promise Program, is there someone they can refer them too.

Ms. Livingston said that the schools can always refer students and they will talk to them about what the differences in the programs are, what programs they qualify for and how to get them engaged in it.

She stated that because her contract is operated through Southern University, she typically fills the calls from Southern, but there is a list on every school website with what programs are in M J Foster and she also has a list of all of the eligible training providers at Southern University and just by looking at the two list she can tell is a student is in the right program.

She asked Ms. Bonnie Moore if there was anything that she would like to add.

Ms. Moore mentioned that everyone had valid points and one of the things that Mr. Adams will oversee is working directly with the board.

Ms. Moore also recommended that the members of the board go to WorkforceGPS website. She said that it's very good in-depth training on a cluster of programs and it could be very helpful with their understanding.

Ms. Early stated that she met with the staff, and they came up with a great idea that when Mr. Adams start going and introducing himself to the different sites that he will send an invite to the board members so that they can join him and see what the sites are actively doing.

She asked if there were any questions and there were none.

Business Service Report

Mr. Jacques Lasseigne gave a summary of a Business Service Report.

He mentioned that they are trying to have a job fair in each part of the region, which is Region 7, and Candi Slate a Business Service Representative has been focusing on that.

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On April 21st they had a job fair in Natchitoches, Louisiana, on April 29th they had a job fair in Minden, Louisiana and on May 19th they had a very good job fair at LSU in Shreveport where there were 50 employers and 99 applicants.

He spoke with some of the employers, and they were very pleased with the outcome and the quality of applicants that attended so they have really been focusing the last few months on the job fairs and there will be another one on June 30th in Ruston, Louisiana.

Mr. Lasseigne mentioned that they have a program called Grow with Google where a person can get free IT Training.

He attended a LED CEO Roundtable at Cohab on April 13th and spoke with 10 small businesses in reference to our programs, services, and the local job centers.

A few months ago, he was tasked with a Child Care Assistance Pilot Project. There was some money in the CSBG which was Caddo Community Action Agency money and they wanted to spend \$125,000.00 on childcare for people in the service industry (hotels, restaurants, and casinos).

Mr. Lasseigne met with the partners first about the project then reached out to the casinos and four of them jumped on board. They also reached out to Local Hotel and Lodging Association, Bossier and Caddo Convention Center, Child and Family Network, Greater Shreveport Chamber of Commerce, Goodwill Industries of North Louisiana and NLEP.

Right now, there is minor success in the Caddo Community Action Agency but they have been great to work with, they have done all of the leg work including the interviews. One of the requirements is that you must use a licensed day care. As of today, they have five families enrolled but they wanted forty. This project will end September 30, 2022.

The previous week one of the Express Employment Professionals, Ms. Cicily Martin, offered her ideas, and she sent promotional information out to over 15,000 people, which resulted in an increase of calls of interest.

Mr. Lasseigne asked if there were any questions about the business service report and there were none.

Financial Report

Ms. Early asked Ms. Sheila Gipson to do the Financial Report.

Ms. Gipson acknowledged the board members and began to briefly read the financial report that shows that collectively we have budgeted \$3,899,707.00. Of that amount youth was budgeted in 1,440,157.00, for Adult \$1,640,240.00 and our Dislocated Worker program \$819,310.00.

She stated that we have expended collectively \$1,518,155.00 we've obligated \$698,989.00 with a balance available of \$1,682,563.00 of which the youth have a total of \$330,386.00, Adult has a total of \$768,990.00 and Dislocated Worker has a total of \$583,187.00.

Ms. Gipson explained that for the boards convenience at the bottom of the report shows our Disaster Dislocated Worker Program where we budgeted \$400,000.00, expended \$197,000.00 and we've obligated \$94,000.00 leaving us with a balance available in the Disaster Dislocated Worker Program of \$109,000.00.

Ms. Early thanked Ms. Gipson for the report and informed her that she was appreciated.

Financial Disclosure and Ethics Training

Ms. Early acknowledged that May 15th had passed and that we did not have a meeting or been face to face, but the Personal Financial Disclosure forms were due May 15th. She asked that if they have not completed it to please do so and get it turned in to the state as soon as possible.

She stated that the State will send you a letter and call you and if it is not submitted you will be fined.

She also reminded the members that the Ethics Training is due by December 31st and asked that they complete this training as well as the Financial Disclosure Forms. She confirmed that there is enough time to complete this training before the end of the year.

Ms. Early asked that when the email is sent out asking if they are available to attend the meetings, it would be really helpful if they would just respond to the email and say yes or no they will attend, this way we would know if we have enough people to hold a meeting and we wouldn't have to push it off just so we can vote. Even on the day of the meeting and something comes up she would appreciate it if they would just send an email stating that they would not be able to attend.

There are two items that we need to vote on, however there is not a quorum so we will have to discuss and vote on them at the next meeting.

Next Meeting

Ms. Early informed the members that the next meeting is tentatively scheduled for **Tuesday, September 20, 2022.**

✚ **Adjournment**

As Chairperson of the board, Ms. Early thanked the Board members for participating and for all their feedback. She told them to have a phenomenal summer and she will see them at the next meeting.

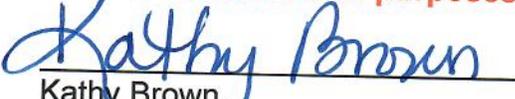
She asked if there were any more questions or concerns about what was discussed and Ms. Angie White made an announcement that Benteler Steel is having a Job Fair July 8th, 2022 and the starting wage is 26.78 an hour.

Being that there was no other business or concerns, Ms. Early adjourned the meeting.

✚ **Certification**

I, Kathy Brown, Management Assistant for the City of Shreveport, Bureau of Workforce Development, and the Secretary for Shreveport's Local Workforce Development Board LWDB #71, do hereby certify that the above and foregoing are the minutes of the Local Workforce Development Board meeting for June 21, 2022.

As there was not a quorum it was stated earlier in the meeting that all discussions were for **informational purposes only**.


Kathy Brown,
LWDB #71 Secretary