

SHREVEPORT LOCAL WORKFORCE DEVELOPMENT BOARD

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KATRINA EARLY
CHAIRPERSON

Phone (318) 673-7500

ADRIAN PERKINS
MAYOR

The Shreveport Local Workforce Development Board held its regularly scheduled meeting on December 14, 2021 at 11:00 a.m. The meeting was held virtually via Zoom.

LWDB 71 MEMBERS PRESENT

Julie Bass
Janice Brown-Sneed
Sandy Cimino
Katrina Early
Patrick Harrison
Jacques Lasseigne
Reginald Wells
John "Chuck" Vaughn

REPRESENTATION

Goodwill Industries of North Louisiana
Southern University at Shreveport
Community Bank of Louisiana
State Farm Insurance
Sound Fighter Systems
Louisiana Workforce Commission
United Parcel Service (UPS)
Louisiana Rehabilitation Services

LWDB 71 MEMBERS ABSENT

Matt LaFisca
Johna Hayes
Michael Joiner
Brent Moreland
Robert Ewing
Angela White
Alynia Roberson
Jim Shockley
Adam Sistrunk
Daphne Smallwood-Smith
Keonia Thomas-Walker
Shelli Ulrich

REPRESENTATION

Shreveport Area Electrical JATC
AEP SWEPCO
Shreveport Pipes Trade
Shreveport Area Electrical JATC
Red Ball Oxygen
North Louisiana Economic Partnership
Honeywell
Gordon Incorporated
Bancorp South
Dept of Children and Family Services
Calumet Packaging
Bossier Parish Community College

LWDB 71 STAFF PRESENT

Bridgette Clark
Kathy Brown
Sheila Gipson
Penny Butler

REPRESENTATION

City of Shreveport
City of Shreveport
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. Katrina Early stated that we did not have a quorum so therefore all business discussed will be for informational purposes only.

COMMUNICATIONS

There was no communication

OLD BUSINESS

There was no old business

NEW BUSINESS

⬇ **Approval of LWDB Meeting Minutes (09/14/21)**

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

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

⬇ **Approval of Revised WIOA Work Experience 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

Due to technical difficulties, Ms. Antoinette Livingston was unable to give her report, but Ms. Bridgette Clark gave a brief summary of what has taken place at the Caddo American Job Center.

Ms. Clark explained the Snapshot of individuals that visited the Caddo American Job Center and the specific reason for their visit during the 2nd Quarter which is October and November 2021.

She stated that there were 38 individuals that requested HIRE username/password, 35 WIOA school training inquiries, 35 job search/skill development inquiries, 58 unemployment questions or related questions to unemployment, 41 DVOP/TAA/SNAP inquiries, 10 business services in the One Stop office and 79 other inquiries. There were a total of 296 visits to the Caddo American Job Center.

Ms. Clark mentioned that there were other events and services at the Caddo American Job Center.

There were hiring events with ABM Janitorial Fair, Camp Minden, Willis Knighton and Evergreen Life Services.

There were Community Partner meetings with La Workforce Eco System, CAJC Partner Meeting with DCFS, City of Shreveport Youth Provider Fall Training, Competitive Salary Reporting, NAACP Career Fair, Disaster Dislocated Workers Grant Contract with Southern University and Advisory Boards (WIOA Youth).

Ms. Clark ended her report by saying that there is an upcoming event January 20, 2022 with Louisiana Workforce Commission Mobile Workforce Ribbon Cutting Caddo American Job Center.

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

‡ Business Service Report

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

He informed the board that there was a successful apprenticeship webinar for the Healthcare Industry on November 30th which was one of the best that he has seen in a while.

He also informed them that Louisiana has 3 Apprenticeship Programs already, but they are trying to increase the number.

Mr. Lasseigne told a success story where an Airforce Officer transferred to Barksdale Air Force Base. The Air Force Officer's wife joined him but needed employment. She has a Mechanical Engineering Degree, has 10 year's experience in the Information Technology world.

He sent her resume to 11 local employers and three had immediate interest, she interviewed but decided to take a Project Manager position with Praeses LLC in Shreveport with a very nice salary.

Mr. Lasseigne lastly stated that Baton Rouge asked 5 of the Industry Sector Coordinators to come up with a detailed proposal to spend \$250,000 on a training and/or initiative that would respond to the need in our respective Industry Sector where his is Healthcare. It could be On the Job Training or Customized Training and should include partners and any other resources needed.

He stated that the timeframe was short and right before Thanksgiving. The proposal was 8 pages and submitted on Friday, December 10th.

They are supposed to make an in-person presentation to Secretary Cates soon.

This extra money may be WIOA funds that were not spent in various parts of the state due to the shutdown we experienced in 2020.

Ms. Early asked if there were any questions about the business service report that Mr. Lasseigne had just given 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 explain that as of October 31, 2021 our financial report shows that in our Youth category our funding at this time was \$715,417.00, for Adult \$662,213.00 and our Dislocated Worker program combined totals \$759,484.00 for a total collectively of the WIOA programs of \$2,137,114.00.

She stated that we have expended \$420,486.00 we've obligated 190,022.00 with a balance available of \$1,526,606.00.

For our Disaster Dislocated Worker Program, we budgeted \$400,000.00, expended \$134,738.00 and we've obligated \$109,809.00 leaving us with a balance available in the Disaster Dislocated program of \$155,453.00.

She thanked the board again and stated that if they had any questions or concerns, she was always available.

Ms. Early asked if there were any questions concerning anything that we had reviewed over.

There were none.

She acknowledged the staff stating that even though it's been challenging they've done a great job.

She thanked everyone again and stated that she's looking forward to a great year.

↓ Financial Disclosure and Ethics Training

Ms. Early reminded the board members please make sure that they complete their Financial Disclosure forms which was due May 15th. She explained the importance of the Disclosure Form and the consequences of not submitting them.

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.

↓ Next Meeting

Ms. Early informed the members that the next meeting is scheduled for **Tuesday, March 8, 2022.**

She stated that the members will be informed on if the meeting will be a zoom meeting or in person. It depends on how things are in our area.

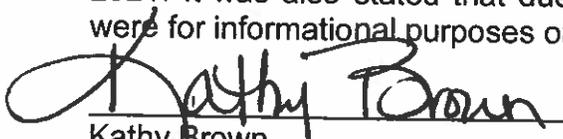
↓ Adjournment

As Chairperson of the board, Ms. Early thanked the Board members for participating and for all their feedback.

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 December 14, 2021. It was also stated that due to there not being a quorum that all discussions were for informational purposes only.


Kathy Brown,
LWDB #71 Secretary