
SHREVEPORT LOCAL WORKFORCE DEVELOPMENT BOARD

401 TEXAS, SHREVEPORT, LA 71101 • P.O. BOX 31109, SHREVEPORT, LA 71130



KATRINA WORSHAM
CHAIRPERSON

Phone (318) 673-5900

TOM ARCENEUX
MAYOR

The Shreveport Local Workforce Development Board held its scheduled meeting on March 19, 2024, at 11:45 a.m. The meeting was held at the Hilton Shreveport Convention Center, 104 Market Street, Shreveport, Louisiana 71101.

I. Call to Order

The Local Workforce Development Board #71 quarterly meeting was called to order by Ms. Katrina Worsham, Board Chairperson.

II. Invocation

Mr. Reginald Wells, Board Member gave the invocation.

III. Roll Call & Introduction of Guest

Ms. Kathy Brown called the roll and noted every member, and staff. The attendance was as follows:

Present

Julie Bass	Goodwill Industries of North Louisiana
Sandy Cimino	Community Bank of Louisiana
Anita Crafts	Dept of Children and Family Services
Teresa Hefner	Louisiana Rehabilitation Services
Michael Joiner	Shreveport Pipes Trade
Jacques Lasseigne	Louisiana Workforce Commission
Marla Mitchell	Shreveport Convention Center
Keonia Thomas-Walker	Calumet Packaging
Casey Travis	Ochsner LSU Health Shreveport
Gloria Washington	Port of Caddo-Bossier
Reginald Wells	United Parcel Service (UPS)
Angela White	North Louisiana Economic Partnership
Katrina Worsham	State Farm Insurance

Absent

Jay Johnson
Matt LaFisca
Lonnie McCray
Brent Moreland
Justin Tison
Stefanie Y'Barbo

GDIT
Shreveport Area Electrical JATC
Southern University at Shreveport
Shreveport Area Electrical JATC
Bossier Parish Community College
Cadence Bank

Quorum: Yes

Staff in Attendance

Kathy Brown	City of Shreveport
Penny Butler	City of Shreveport
Bridgette Clark	City of Shreveport
Pamela Freeman	City of Shreveport
Jacqueline Harrison	City of Shreveport
Bonnie Moore	City of Shreveport
Sheila Petterway	City of Shreveport
L Nicole Shelby	City of Shreveport
Celena Strickland	City of Shreveport

IV. Communications

There were none.

V. Old Business

Ms. Katrina Worsham briefly discussed the old business that was emailed to everyone for their review and asked for a motion to approve.

- Approval of Past Minutes – November 14, 2023

Mr. Reginald Wells made a motion to approve the past minutes from November 14, 2023, as written. The motion was seconded by Ms. Sandy Cimino. All members were in favor and the motion was carried unanimously.

VI. New Business

Ms. Worsham asked Ms. Bridgette Clark to give more information to the members about the approval for new business.

- Approval for Bid Solicitation for One Stop Operator and Youth Services Providers
-

Ms. Clark stated that we were seeking the board's approval for the bid solicitation for the One Stop Operator and Youth Service Providers.

She explained that every three years we go out for bids to seek out new providers to provide the services and it's in the federal regulations to have a One Stop Operator to operate the One Stop Center. We currently have three Youth Service Providers, and we are soliciting new providers for this coming year and for the next 2 to 3 years.

She's asking the board for their approval for the bid solicitations for the One Stop Operator and the Youth Service Providers upon Louisiana Workforce Commission review and approval of the Request for Proposal document that we will put out for the solicitation.

Ms. Wortham asked if there were any questions and there were none.

Ms. Angie White made a motion to approve the Bid for Solicitation for the One Stop Operator and Youth Service Providers and the motion was seconded by Ms. Casey Travis. Ms. Julie Bass abstained from voting but was informed by Ms. Bonnie Moore, City of Shreveport, Director of Community Development that she could vote to approve the Bid for solicitation but would have to abstain from the selection. All members were in favor and the motion was carried unanimously.

VII. Reports

WIOA Report presented by Ms. Bridgette Clark, Staff

- At the last board meeting we had 5 new board members. As of this day we have three additional private board members to come before the council and that will make us in compliance with the Louisiana Workforce Commission (LWC).
- Met with YouthBuild and talked about our collaboration with them and wanted the board to know that relationship is ongoing, and they are making great strides. We have enrolled a good number of their individuals into our youth program and hope to put them to work this upcoming summer.
- Community Development Workforce Bureau was awarded \$100,000.00 this year to put on another Summer Youth Employment Training Program where we will be able to serve at least 50 individuals from the public plus the participants enrolled in our WIOA program and pay their wages for the summer.

Ms. Clark stated that if any of the members of the board would like to volunteer or be apart of our summer program to let our office know and if they wanted to sponsor a youth and pay their wages that would be greatly accepted and appreciated as well.

- The Subsequent Designation process noted our signage was an issue and needed to be updated. We have been working diligently to get a company to do this work, but it has taken longer than they anticipated. An estimated date for the signage is for the end of March so the new signage should be ready and visible to the public by the end of the month.
-

-
- LWC Monitors came and monitored our program year 2020 fiscal year 2021 for the period of July 1, 2020 through June 30, 2021. Proud to report that the Louisiana Workforce Commission issued a letter stating that we met all of the criteria of that monitoring review and we are in good standing.
 - Another monitoring review for program year 2021 fiscal year 2022 for the period of July 1, 2021 through June 30, 2022 has been opened and is ongoing.
 - On Thursday, March 21, 2024 the Louisiana Workforce Commission will be at the Caddo American Job Center office located at 2121 Fairfield Avenue Suite 100 at 2:00 p.m. to conduct a Mid-Year Check In and invited the board members to come visit during the that time.
 - A letter from Louisiana Workforce Development Board Directors' Association sharing their views on the proposed revisions of the Workforce Innovative and Opportunity Act as currently drafted by the U. S. House of Representatives' Education and Workforce Committee was included in the member folders just for their reading and so they would be aware.

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

Business Service Report presented by Mr. Jacques Lasseigne, Board Member

- Since last fall the NWLA Healthcare Sector Partnership had a launch meeting on September 21st with 35 in attendance and three (3) committees were set up: Education and Training, Recruitment and Retention, Policy and Regulations who all meet by Zoom once a quarter. on November 15th by Zoom as well. This Quarter's In person meeting will be on March 27th where a Representative from this area's Chamber of Commerce will demonstrate what is possible for a Promotional Campaign for Healthcare Sector in NW Louisiana.
 - The pre-apprenticeship nursing program into the Caddo Parish School System will start the Fall of this year. Meetings with Dr. Matthew Mitchell, Executive Director, Dept of Secondary Curriculum and Instruction, Caddo Parish School System and Quentin Bradley, Manager Workforce Development, Ochsner Health (New Orleans) were both parties are diligently working to begin operations in the fall of 2024.
 - Employers in the Caddo Parish High School- two high schools, Booker T. Washington and Woodlawn are participating with this pilot project, and we are hoping that more High Schools will participate next year.
 - Broadband Initiative – Now that David Lehman has moved out of the 3-person agency, working with Veneeth Iyenger, Executive Director and Thomas Tyler, Deputy Director, Veneeth is receptive to getting the Employers/Contractors together on a Zoom Call. The listening session will be scheduled so they can hear what their employment and training needs are.
 - Amazon Shreveport Facility- Are still planning to hire 1,000 people for their Fulfillment Center, they are hiring now.
 - Employer Presentations at the Caddo AJC – Brentwood Hospital, Ochsner LSU Health, Delta Pathology, and Red Ball Oxygen have scheduled to come to the job
-

center to speak with the staff. There have been 10 Job Fairs scheduled for the next month and a half. Last year at the Job Fair we had 100 vendors and 70 applicants. On February 28th at the Bossier Civic Center, we had a 2 day event. On the first day was Job Readiness, where 65 applicants showed to be explained how to write Resumes, Interview Skills Workshop, they were given Dress for Success Clothes and free haircuts. The second day was the actual Job Fair with 80 employers and 354 applicants.

Mr. Lasseigne finished his presentation and Ms. Angie White added that for the Amazon hiring they are hiring now for Reliability Maintenance Engineers so anyone with maintenance skills should apply, but they will not start hiring for the Fulfillment Center Jobs until close to opening around mid-June.

Business Service Report presented by Ms. L. Nicole Shelby, Staff

- Participated in over 50 community events which includes Job Fairs, On -the-Job Training presentations, Job Corps meetings, Hiring Events, Grassroots Forums with Commission Ken Epperson, Goodwill Coalition Meetings, and other local activities.
- Two (2) active On the Job Training Contracts and one (1) pending.
- Working on the 2024 Regional Career Fair that will be held on Wednesday April 10th from 10 a to 2p at LSUS in the University Center.
- The job fair planning with KSLA, LWC, Veteran Affairs and the Caddo American Job Center is going well, and it will be held on April 24th from 8a-3p at the Bossier Civic Center.
- Continuing to work with Fair Share, local businesses, and chambers as well as Small Business Development Center at Southern University Shreveport to identify businesses that would benefit from the On-the-Job Training Program.

Financial Report was presented by Ms. Sheila Petterway, Staff

- All year's funding, expenditures obligations and balances as of January 31, 2024 the Youth was budgeted \$1,182,165.00, expended \$519,069.00, obligated \$73,951.00 and has balance of \$589,145.00. Adult was budgeted \$1,230,221.00 expended \$632,519.00, obligated \$42,896.00 and has a balance of \$554,806.00. Dislocated Worker was budgeted \$910,388.00, expended \$195,308.00, obligated \$77,346.00 and has a balance of \$637,734.00.

VIII. Reminders

Reminders were presented by Ms. Katrina Worsham, Chairman

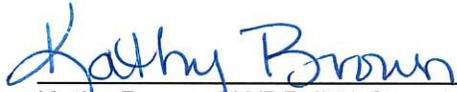
- Personal Financial Disclosures was due May 15, 2024
 - Ethics Training is due by December 31, 2024
 - Next Meeting date will be held May 14, 2024.
-

Ms. Katrina Worsham asked if there were any questions or concerns that needed to be discussed before the meeting was adjourned.

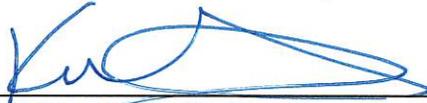
IX. Adjournment

- With there being no further business to come before the Board, the meeting was adjourned at 12:42 pm.

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 March 19, 2024.



Kathy Brown, LWDB #71 Secretary



Ms. Katrina Worsham, Chairperson
