
SHREVEPORT LOCAL WORKFORCE DEVELOPMENT BOARD

415 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 quarterly board meeting on September 9, 2025, at 11:45 a.m. The meeting was held at the Milam Street Kitchen Incubator & Community Kitchen (MS Kick), 1210 Milam 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.

Invocation

Mr. Reginald Wells, Board Member gave the invocation.

II. Roll Call & Introduction of Guest

Ms. Kathy Brown called the roll and recorded all members, guests, and staff present. A quorum was confirmed.

Present Members

Julie Bass	Goodwill Industries of North Louisiana
Sandy Cimino	Community Bank of Louisiana
Aljay Foreman	Willis Knighton Health System
Qualan Jefferson	LifeShare Blood Center
Jay Johnson	GDIT
Michael Joiner	Shreveport Pipe Trades
Matt LaFisca	Shreveport Area Electrical JATC
Jacques Lasseigne	Louisiana Workforce Commission
Marla Mitchell	Shreveport Convention Center
Dayana Nye	The Service Companies
Rachael Peters	Peter's Dry Dock
Keonia Thomas-Walker	Calumet Packaging
Justin Tison	Bossier Parish Community College
William Upchurch	IBEW Local 194
Reginald Wells	United Parcel Service (UPS)
Angela White	North Louisiana Economic Partnership
Katrina Worsham	State Farm Insurance
Stefanie Y'Barbo	Cadence Bank

Absent Members

Dennis Essom	Shreveport Job Corps
Shakeidra Evans	Dept of Children and Family Services
Teresa Hefner	Louisiana Rehabilitation Services
Fred Moss	FIV Production, LLC
Lonnie McCray	Southern University at Shreveport
Casey Travis	Ochsner LSU Health Shreveport

Guests

Corrine Ambler	Shreveport Job Corps
A J Tucker	Shreveport Pipes Trade

Staff in Attendance

Kathy Brown	City of Shreveport
Bridgette Clark	City of Shreveport
Blake Cox	One Stop Operator/Eckerd Connect
Verni Howard	City of Shreveport
Sheila Petterway	City of Shreveport
L Nicole Shelby	City of Shreveport

Quorum: Yes

Ms. Worsham welcomed and thanked the members for attending the quarterly meeting. She then asked if there were any communications.

III. Communications

Ms. Brown reported that there were no communications at this time.

IV. Old Business

Ms. Worsham reported that there was no old business to discuss.

V. New Business

Ms. Katrina Worsham stated that the minutes from the last meeting were previously emailed to all members for review and asked for a motion to approve.

- Approval of Minutes – June 10, 2025

Mr. Matt LaFisca made a motion to approve the past minutes from June 10, 2025, as written. The motion was seconded by Ms. Sandy Cimino. All members were in favor and the motion was carried unanimously.

Ms. Katrina Worsham stated that the next business to be discussed was the policies. She explained that there were 10 policies that needed approval, 1 revised policy, The Grievance Policy and 9 new policies, Youth Eligibility Policy, Subrecipient Monitoring Policy, Allowable-Unallowable Cost Policy, Cash Management Policy, Cost Allocation Policy, Performance Data Entry and Reporting Policy, Recapture Policy, Property Records Policy, and the Food Policy that were also emailed to everyone to review.

Ms. Worsham asked if the board would like to approve the policies globally or individually and they agreed to approve all 10 policies globally.

- Approval of Revised and New Policies

Mr. Reginald Wells made a motion to approve all 10 policies globally as written and the motion was seconded by Ms. Stefani Y'Barbo. All members were in favor and the motion was carried unanimously.

VI. Reports

a. WIOA Report presented by Ms. Bridgette Clark, Staff

- Policies come into play from the Federal Monitoring in March where 17 findings were identified. Currently we have fully resolved 7 of the findings and the newly updated and created policies approved today will resolve the remaining 10 findings.
- Louisiana Workforce Commission reviewed and confirmed the policies were ready for board approval.
- WIOA Performance Outcomes were good.
 - Adult: 91 served; 34 exited; exceeded expectations for employment measurable; fell short on measurable skills gains (57%)
 - Dislocated Worker: 19 served; 7 exited; Met or exceeded all key measures except measurable skills gains (47.1%)
 - Youth: 61 served; 24 exited; strong outcomes, did not meet median earnings 2nd quarter after exit and credential attainment; exceeded measurable skills gains (68.4%)
- Board Certification is due; Ms. Clark reviewed composition, nomination requirements and term limits.
- Summer Youth Employment and Training program began June 2nd; with a youth orientation and on June 3rd the youths began working at various job sites throughout the city earning \$10.00 an hour at 30 hours per week for 6 weeks.

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

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

- 2025 Summer Healthcare Camp for Middle School Students was held for 2 weeks in July on the campus of Bossier Parish Community College. The plan is to put on a Summer Healthcare Camp next year also.
 - Both sessions had 19 students each to attend, and they both had 17 students to complete the camp successfully.
- Education and Training Committee Quarterly meeting will be held tomorrow, September 10, 2025, by Zoom Call.
- Recruitment and Retention Committee Quarterly Meeting will be held next Friday, September 10th at 11am.
- LWC undergoing a Re-Organization via the Louisiana Legislature. Some aspects of Department of Children and Family Services are coming over to Louisiana Workforce Commission that will be a 2-year process. Over the next few months business services will be changing. His new title will be Regional Workforce Development Consultant.
- The Big Health Even, co-sponsored by the Urban League of Louisiana, Ochsner LSU Health and KSLA Channel 12 was held at the Shreveport Convention Center on Saturday, August 2nd, from 10am until 3pm. Goodwill Industries helped to recruit employers for this even for the Career Corner. There were 15 employers that participated in that Saturday event.

Mr. Lasseigne asked if there were any questions and there were none.

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

- Since our last meeting, the Workforce Development Team has participated in over 21 community events which includes a Rapid Response meeting, Community Partner Workshops, Summer Youth Program, Goodwill Job Fairs, Job Corp Presentations and GIS Graduation for the GIS and Field Mapping course at Louisiana State University at Shreveport.
- Continuing to work with Shreveport Chamber of Commerce, Fair Share, and local businesses to encourage them to collaborate with the City of Shreveport to hire those who have been laid off, underemployed or not employed.
- Explained that this is a great training and reimbursement program and she asked the board members to help promote the program so that we can help jobseekers find gainful employment as well help employers provide customized training and financial assistance throughout the process.

c. Financial Report was by Ms. Sheila Petterway, Staff

Ms. Sheila Petterway gave a summary of the Financial Report detailing the funding, expenditures, obligations, and balances available as of July 31, 2025. She also included 2

different charts showing the categories that the funding was used for.

- The Youth was awarded \$462,735.00, expended \$109,937.00 which is 24% of the funding, obligated \$91,050.00 and has a balance of \$261,748.00. Adult was awarded \$344,422.00 expended \$31,463.00 which is 8% of the funding, obligated \$36,247.00 and has a balance of \$276,712.00. Dislocated Worker was awarded \$491,040.00, expended \$38,807.00 which is 8% of the funding, obligated \$73,660.00 and has a balance of \$378,573.00.

Ms. Pettey asked Mrs. Verni Howard to discuss the funding cuts.

Mrs. Howard gave a brief breakdown of the funding cuts by informing the board that from previous years up until now the funding has gone from \$1.5 million dollars to an allocation amount for 2026 to \$982,000.

She mentioned that she has been working closely with industry leaders like Shreveport Chamber of Commerce, BRF, and Caddo Parish School. She has asked them what they see when working with children and how can they engage to spend the dollars that needs to be spent.

Mrs. Howard explained that the way that the funding has been declining she feels that if we don't have any output or outcomes, we will continue to see smaller dollar amounts because she can't see any dollars coming through.

Being that she likes the results of the FAME program she wants to see how we can connect some of our dollars for youth and how can we support and fund the program so more children who does not want to go to college will have an opportunity for a high quality in life.

We as a collective have work to do, but we can't do the work the same way we use to do it.

Mrs. Howard told everyone around the table that if they know a youth or Dislocated Worker that can take advantage of this opportunity to please call us with the referral and she will do the rest.

d. One Stop Operator Report presented by Mr. Blake Cox, Staff

- The OSO staff reported continuously attending multiple community events and job fairs, engaging with employers, nonprofits, and students.
- Working to bring the community partners already associated with the Caddo American Job Center into the office to have support from Louisiana Rehabilitation Services (LRS) and Workforce Consultants.
- Still hosting Financial Literacy classes at the Caddo American Job Center with a representative from ANECA Federal Credit Union 2nd Wednesday of every month.
- **Success Story:** 60 year old participant proved it is never too late to start over. She

- had worked as a slot technician for many years and one day she was let go from her job. She came to our office and we showed her options of the On Demand Occupations and since she wanted to do something different from what she had done in the past she applied for the EKG Technician course. She enrolled, completed her courses, and passed her certification. Shortly after she accepted a job offer at LSU Health where she is now employed.

Ms. Worsham thanked everyone for their reports and Mr. Cox for his success story as well.

VII. Reminders

Reminders were presented by Ms. Katrina Worsham, Chairman

- Personal Financial Disclosures were due May 15, 2025
- Ethics Training is due by December 31, 2025
- Next Meeting date will be held Tuesday, December 9, 2025

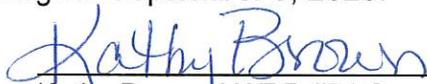
Ms. Worsham informed the board members that the Financial Disclosure was due on May 15, 2025, she encouraged that if they have not submitted the form as of yet to please do so now because Louisiana Workforce Commission will be fining them \$250.00 every day that they have not received the Financial Disclosure Form. She also reminded members to do their Ethics Training as well even though they are not due until December 31, 2025.

Ms. Worsham stated that the next meeting has been tentatively scheduled for December 9, 2025.

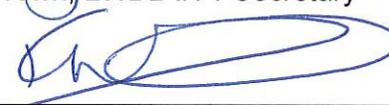
VIII. Adjournment

- With there being no further business to come before the Board, the meeting was adjourned at 1:34 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 September 9, 2025.



Kathy Brown, LWDB #71 Secretary



Ms. Katrina Worsham, Chairperson