

Minutes

Jefferson Parish Workforce Development Board Quarterly Meeting

Date: Tuesday, January 26, 2016

Time: 8:30 a.m.

Location: Messina's Catering 2717 Williams Blvd. Kenner, LA

Members Present: Joe Ewell, Lloyd Harris, Jedidiah Jackson, Lisa Jennings, Tom Jones, Erin Landry, Teresa Lawrence, Lucy Lejuene, Aveline Lewis, Anthony Ligi, Rachel Mackey, Thelma Ceballos-Meyers, Mike Mitternight, Scott Murphy, Andy O'Brien, Tom Pyburn, Stacie Retzlaff, Al Robichaux, August Santos, David St. Etienne, John Valenza III

Members Absent: Clint Landry, Angela Latino-Geier, Larissa Littleton-Steib, Bill Peperone

Quorum Present: Yes

Also Present: Cynthia Justiniano, Brenda Nelson, Alice White, Darryl Ward, Sharon Wegner

Discussion, Review, and Possible Action

I. Call to Order: Mr. Pyburn called the meeting to order at 8:35 a.m. Mr. Pyburn asked everyone to introduce themselves.

II. Approval of Minutes: November 10, 2015 (action item–motion required) Mr. Pyburn would accept a motion to approve the minutes. Mr. O'Brien first motioned, and Mr. Mitternight seconded the motion. **AYES 21. OPPOSED 0. ABSTAINED 0. MOTION CARRIED.**

III. Board: Ms. White stated we received the official certification letter from Louisiana Workforce Commission last month. This official certification letter from Louisiana Workforce Commission last month. This official letter certified and approved LWDB11 to function as the official Local Workforce Development Board in Jefferson in accordance with the Workforce Innovation and Opportunity Act. We are working on our local plan and our regional plan, which is required by the state in May. The state will be doing some additional training for the board members via Webinars and online materials. The deadline for the Financial Disclosure form is due by May 15, 2016.

IV. Financial: Mrs. Justiniano gave an overview of the 2015-2016 current contract status for both Intensive and Youth programs as of 01/25/16. These contracts will expire on June 30, 2016.

Ms. Justiniano gave an overview of the 2015-2016 WIOA (Workforce Innovation and Opportunity Act) for youth, adult and dislocated worker programs, STEP (Strategies to Empower People) and JDNEG (Job Driven National Emergency Grants) budget.

V. Executive Committee: (action item – motion required) approval to extend program contracts. Mr. Pyburn would accept a motion to modify the RFP contracts for a one year period with the option of extending contracts for an additional year as long as the providers meet the performance and will be contingent upon funding availability. After much discussion, Mr. St. Etienne first motioned and Ms. Myers seconded the motion. **AYES 21. OPPOSED 0. ABSTAINED 0. MOTION CARRIED.**

VI. Operations Advisory Committee: Ms. Ceballos-Myers the new chairperson of the Operations Advisory Committee stated she is looking forward to ideas and remarks to make the committee better. She proposed the committee members to meet after the board meeting to set a date for this committee.

VII. Planning Committee: Mr. Jones the new chairperson of the Planning Committee proposed a meeting for February 12, 2015 at 9:00 a.m. – 10:30 a.m. at the Yenni Bldg. Mr. Jones asked the members to meet with him after the board meeting has concluded.

VIII. Youth Council: Ms. Jennings the new chairperson for the Youth Committee and will be facilitating the Youth Committee meeting. She proposed to meet after this meeting to set a date for the youth committee. She stated she will be contacting members by email or telephone to setup their first meeting.

IX. Open Discussion/Other Business: There was no open discussion or other business discussed.

X. Motion to Adjourn: Mr. Pyburn would accept a motion to adjourn the meeting. Mr. O'Brien first motioned and Mr. Robichaux seconded the motion. The meeting was adjourned at 9:25 a.m. **AYES 21. OPPOSED 0. ABSTAINED 0. MOTION CARRIED.**