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John Bel Edwards, Governor
Ava Cates, Secretary

Workforce Investment Council

Industry-Based Certification Committee Meeting

Thursday, March 16, 2023

1:30 PM –

Meeting Minutes

I. Call to order

Chairman David St. Etienne called to order the regular meeting of the Industry Based Certification Committee at **1:30 pm**, at Louisiana Workforce Commission Bldg., 1001 N. 23rd Street, Baton Rouge, Louisiana 70802 4th Floor Conference Room.

II. Roll call

WIC Jawanda J. Givens conducted a roll call. The following persons were present:

Number in attendance: 10

Obtained quorum: Yes

| Email checklist | | | | |
|-----------------|---------------------------------|---|---------------------|--|
| X | Member | X | Designee | |
| X | IBCC Chairman David St. Etienne | | | |
| | Secretary Ava Cates | X | Tavares Walker | |
| | WIC Chairman Bruce Busada | X | Kellie Taylor-White | |
| | Gov. John Bel Edwards | | Sec. Ava Cates | |
| | Keith Brand | X | Kay Lewis | |
| X | Dr. Gayle Flowers | | | |
| | Paul Helton | | | |
| X | Kelsey Osman, DOC | | | |
| | Mike Palamone | | | |
| | Dr. Wendi Palermo | | | |
| | Louis Reine | X | Nick Felton | |
| X | Susie Schowen | | | |
| | | | | |
| X | Jessica Vallelungo | | | |
| X | Dr. Lisa Vosper | | | |
| | | | | |
| | Meridith Trahant | | | |
| | Danielle Barringer | | | |
| | Kandice Doley | | | |

III. Public Comments

- None

IV. Motion to Adopt current meeting agenda

Motioned to approve agenda:

1st Susie Schowen

2nd Dr. Gayles Flowers

V. Review and approval of Previous Minutes:

- Jessica Motioned to make an amendment to add Microsoft Office Specialist consisting of Word Expert, Excel Expert, Access Expert Approved by the council.

Motioned to approve minutes:

1st Jessica Valleungo

2nd Tavares Walker

VI. Comments – David St. Etienne: Chairman St. Etienne:

- Thanked everyone for attending the meeting

VII. Presentation and Review of open IBC applications:

1. Pre-Engineering Robotics

Guest Speaker: Diana Fultz

| Motion | | 1 st Dr. Lisa Vosper (Motion to Approve) | | | | | |
|--------|--------------------------|---|---------------------------------------|-----|--------------------------|----|---------------------------------|
| Second | | 2 nd Jessica Valleungo | | | | | |
| Yea | Nay | Ab | Member | Yea | Nay | Ab | |
| X | <input type="checkbox"/> | | IBCC Chairman David St. Etienne | X | <input type="checkbox"/> | | Louis Reine/ Nick Felton |
| X | <input type="checkbox"/> | | Sec. Ava Cates/ Tavares Walker | X | <input type="checkbox"/> | | Susie Schowen |
| | <input type="checkbox"/> | | Gov. John Bel Edwards | | <input type="checkbox"/> | | |
| X | <input type="checkbox"/> | | Keith Brand/ Kay Lewis | X | <input type="checkbox"/> | | Jessica Valleungo |
| X | <input type="checkbox"/> | | WIC Chairman Bruce Busada | X | <input type="checkbox"/> | | Dr. Lisa Vosper |
| X | <input type="checkbox"/> | | Dr. Gayle Flowers | | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | | Paul Helton | | <input type="checkbox"/> | | |
| X | <input type="checkbox"/> | | Kelsey Osman | | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | | Mike Palamone | | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | | Dr. Wendi Palermo | | <input type="checkbox"/> | | |

Comments:

Motioned to approve: To approve the IBC as Pre-Engineering and Robotics Certification
Pre-Engineering Basic and Robotic Advanced

1st Dr. Lisa Vosper

2nd Jessica Valleungo

Abstentions: Yes None

Opposition: Yes None

Approved: Yes None

Unanimous vote

2. Presentation from Louisiana Department of Education (LDOE), Department of Corrections (DOC), and Louisiana Community and Technical College System (LCTCS)
 - Each agency presented their annual report.

Guest Speakers: Jessica Vallelungo, Dr. Wendi Palermo and Kelsey Osman

VIII. Other Business

Technical Update to Pre-Educator IBC

Speaker: Jessica Vallelungo

| Motion | | 1 st Susie Schowen (Motioned to Approve technical updates to Pre-Education IBC) | | | | | |
|--------|--------------------------|--|---------------------------------------|-----|--------------------------|----|---------------------------------|
| Second | | 2 nd Kelsey Osman | | | | | |
| Yea | Nay | Ab | Member | Yea | Nay | Ab | |
| X | <input type="checkbox"/> | | IBCC Chairman David St. Etienne | X | <input type="checkbox"/> | | Louis Reine/ Nick Felton |
| X | <input type="checkbox"/> | | Sec. Ava Cates/ Tavares Walker | X | <input type="checkbox"/> | | Susie Schowen |
| | <input type="checkbox"/> | | Gov. John Bel Edwards | | <input type="checkbox"/> | | Janice Sneed |
| X | <input type="checkbox"/> | | Keith Brand/ Kay Lewis | | | X | Jessica Valleungo |
| X | <input type="checkbox"/> | | WIC Chairman Bruce Busada | X | <input type="checkbox"/> | | Dr. Lisa Vosper |
| X | <input type="checkbox"/> | | Dr. Gayle Flowers | | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | | Paul Helton | | <input type="checkbox"/> | | |
| X | <input type="checkbox"/> | | Kelsey Osman | | | | |
| | <input type="checkbox"/> | | Mike Palamone | | | | |
| | | | Dr. Wendi Palermo | | | | |

Motioned to approve: Technical update to Pre-Educator IBC

1st Susie Schowen

2nd Kelsey Osman

| | |
|--|--------|
| Abstentions: Yes X Jessica Vallelungo | None |
| Opposition: Yes | None X |
| Approved: Yes X | None |

IX. Adjournment

Motion to adjourn meeting by Chairman David St. Etienne

Time Adjourn at 3:16PM

1st Jessica Vallelungo

2nd Dr. Gayle Flowers

Minutes submitted by: Staff

Minutes approved by: Quorum of IBCC meeting September 6, 2023