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**John Bel Edwards**, Governor  
**Ava Cates**, Secretary

**Workforce Investment Council**

## Workforce Investment Council Meeting

Wednesday, October 20, 2021

9:30 AM

This meeting will be available via Zoom and members of the public are encouraged to provide comments to [WIC@lwc.la.gov](mailto:WIC@lwc.la.gov) and/or the Zoom chat function.

**Public access through:**

<https://us06web.zoom.us/j/85113731170?pwd=V1BtQW51dUFpdGxsR2h1UDhLbm94UT09>

**I. Call to order – Chairman Bruce Busada**

Meridith Trahan prepared the Certification of Inability to Operate Due to Lack of Quorum. Secretary Cates called it to attention of the Council.

**II. Roll call –**

**WIC Director Jawanda J Givens      Quorum: Yes, 28      Time: 9:38**

20-October-21				
First Name	Last Name	Member	Designee	Designee
Bruce	Busada	x		
Joseph	Ardoin	x		
Paul	Arrigo			
Valerie	Aymond	x		
Melissa	Bayham		x	Angela Montgomery
Ada	Bell			
Keith W	Brand			
Cade	Brumley		x	Jessica Vallelungo
Barbara	Carpenter			
Conrad	Carriere	x		
Jason	Cobb			
Ava	Cates		x	Renita Williams
Michael	Danahay			
Stephen	David			
Jason	Dedon			
John Bel	Edwards		x	Sec. Ava Cates
Jason	Engles	x		Gary Warren
Thelma	French	x		

Larry	Frieman			
Randy	Hayden	x		
Charles "Chuck"	Henderson, Jr.	x		
John	Hopkins			
Edward R	Jones			
Gina	Jones			
Leigh	King			
Norisha	Kirts			
Kirk	LaCour	x		
James "Jimmy"	LeBlanc		x	Rhett Covington
Robert J. "Bob"	Lobos	x		
Melissa	Mann			
Gerry	Mims			
Brent	Moreland			
Susan	Nelson	x		
Barrow	Peacock			Margaret Corley
Sonia A.	Perez			
Don	Pierson			Susie Schowen
Kim	Reed			Lisa Vosper
Louis	Reine	x		
Ronald	Rosser Jr.			
Tracey	Schiro			Missy Sparks
Richard B. "R.B."	Smith	x		
Joshua	Sonnier			James Foster
David	St.Etienne	x		
Monty	Sullivan			Camille Conaway
Sandra	Thompson Herman	x		
Buck	Vandersteen	x		
Marketa	Walters			Lorrie Briggs
Thomas A.	Yura			
Z - Vacant	Z - Vacant			
Z - Vacant	Z - Vacant			
Z- Vacant	Z - Vacant			
Z- Vacant	Z - Vacant			
Z-Vacant	Z - Vacant			

### III. Comments from the Chairman, Bruce Busada

- a. Chairman Busada informs that he attended a national symposium of 39 states of workforce chairpersons. He notes that UI fraud is the biggest

problem across the board. He encourages everyone to work harder with each other to get more people back to work.

**IV. Review and approval of previous minutes:**

Motion to approve minutes:

1<sup>st</sup> Louis Reine moves to adopt

2<sup>nd</sup> Susie Nelson seconds

No objections. Motion passes.

**V. Presentation and Review from IBCC – Ducks Unlimited**

Motion to receive and approve the report presented by IBCC Chairman David St. Etienne.

1<sup>st</sup> Louis Reine

2<sup>nd</sup> Jason Engles

Abstentions: Yes  None x

Opposition: Yes  None x

Approved: Yes x None

Unanimous vote x

**VI. Proposed TOPS Tech Changes**

Presentation by Dr. Lisa Vosper. She explains that by law, these changes must come before the BOR and WIC for approval. Some programs automatically apply for TOPS Tech. The ones included here are other programs that are not automatically approved. The only change is an addition, voted to have LCTCS present it as a system, rather than by campus, which would make it eligible at any LCTCS school.

- Mr. Louis Reine asks what are the minimum requirements for TOPS Tech?
  - Susan Nelson shares that Tops Tech has a Minimum ACT Score (or SAT Equivalent) of 17 or the Silver level score on ACT WorkKeys. Minimum TOPS Core Curriculum GPA of 2.50.
- Sec. Cates asks LASFA and/or BOR to present at next meeting.
  - Dr. Vosper will have someone there to present.

Motion to receive and approve the proposed TOPS Tech changes

1<sup>st</sup> Louis Reine

2<sup>nd</sup> Joseph Ardoin

Abstentions: Yes  None x

Opposition: Yes  None x

Approved: Yes x None

Unanimous vote x

## VII. **Proposed edits to Bylaws**

Motion to receive and approve the proposed edits to bylaws.

1<sup>st</sup> Louis Reine

2<sup>nd</sup> Jason Engles

Abstentions: Yes  None x

Opposition: Yes  None x

Approved: Yes x None

Motion to receive and approve the proposed edits to bylaws.

Mr. Louis Reine confirms that the council is charged with certain tasks that are not specifically included in the by-laws (The approval of OFC forecasts, approval of Star Jobs, approval of IBCs and approval of TOPS Tech program list and TOPS Tech Early Start Program list and Eligible Provider list). He proposes to add them to the amendments.

Legal Counsel recommends amending the proposal to include above.

Motion to amend proposed by-law changes to include the above.

1<sup>st</sup> Louis Reine

2<sup>nd</sup> Jason Engles

Abstentions: Yes  None x

Opposition: Yes  None x

Approved: Yes x None

Motion to approve amended by-laws

1<sup>st</sup> Joseph Ardoin Jr.

2<sup>nd</sup> Susie Nelson

Unanimous vote x

Abstentions: Yes  None x

Opposition: Yes  None x

Approved: Yes x None

Unanimous vote x

## VIII. **Presentation from Local Workforce Development Boards**

### **Presentation Melissa Kirsch:**

- Career Center updates: Due to Ida, a few centers are not yet open.
- Secretary Cates notes that the agency is tasked with keeping local offices open. After the disaster, we reached out to local directors and elected officials to see what we could do. While they are functionally run by local staff, LWC holds the leases for space. We are working to co-locate teams. The office at LWC has shifted those centers and staff. Our mobile units are deployed. Texas offered use of their mobile units as well.
- Ms. Thelma French notes that it is impacting the childcare industry as well. She volunteers to be part of a team to study this issue.
- Chairman Busada asks that if anyone wants to work on this committee, please let staff know.

## IX. **Sexual Harassment Training**

### **Presenter: Ireyan Clark-Sam**

LWC will send out a link to take mandatory training online.

Motion to approve taking mandatory training online

1<sup>st</sup> Jason Engles

2<sup>nd</sup> Susie Nelson

No opposition. Motion passes.

## X. **Other Business**

- Several members expressed interest in committee to study issues:  
Valerie Aymond, Thelma French, Susan Nelson, Jason Engles.

## XI. **Public Comment**

- None

## XII. **Adjournment at 11:04am**

## Motion to Adjourn

1<sup>st</sup> Louis Reine

2<sup>nd</sup> Susan Nelson

### La. R.S. 42:17.1 Certification

On March 11, 2020, in Executive Proclamation 25 JBE 2020, Governor John Bel Edwards declared a state of emergency for Louisiana due to COVID-19. The state of emergency was extended in subsequent Executive Proclamations with the most recent extension in 137 JBE 2021 on July 21, 2021. The state of emergency is a public health one and an in-person meeting of the Workforce Investment Council (WIC) hosted at the Louisiana Workforce Commission would be detrimental to the health, safety, or welfare of the public. In accordance with Louisiana Revised Statute 42:17.1, the presiding officer of the Workforce Investment Council, Meridith J. Trahan, hereby certifies that the agenda of the meeting is limited to 1) matters that, if they are delayed, will cause curtailment of vital public services or severe economic dislocation and hardship and 2) matters that are critical to continuation of business of the Louisiana Workforce Commission and are not able to be postponed due to other deadlines that cannot be postponed or delayed.

As such, in accordance with Louisiana Revised Statute 42:17.1, the Workforce Investment Council meeting on Wednesday, October 20, 2021 at 9:30 AM will be held by video conference and in a manner that allows for observation and input by members of the public in accordance with the provisions in La. R.S. 42:17.1 (C).

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Meridith J. Trahan  
Executive Counsel for LWC  
Presiding Officer  
Notary Public, Bar Roll #30097

Minutes submitted by: Kandice Doley

Minutes approved by: Quorum of WIC with the clarification below:

### **Clarification on minutes: Technical Error on TOPS Technical Eligibility List**

**a. Incorrect Non existing CIP number 511199 listed on approved list**

**Correct CIP number 510000**