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John Bel Edwards, Governor
 Ava Dejoie, Executive Director

Workforce Investment Council

WORKFORCE INVESTMENT COUNCIL MEETING

Tuesday, December 12, 2017

9:30 a.m. – 12:00 p.m.

Poydras Building (LA Department of Insurance) – Poydras Hearing Room
 1702 North Third Street, Baton Rouge, LA

I. Call to Order and Roll Call

Chairman Todd McDonald called to order the regular meeting of the Workforce Investment Council meeting at **9:34am** on December 12, 2017 at the Poydras Building (LA Department of Insurance) – Poydras Hearing Room, 1702 North Third Street, Baton Rouge, LA.

II. WIC Director Kellie Taylor-White conducted a roll call. The following persons were present:

First Name	Last Name	12/12/17	First Name	Last Name	12/12/17	First Name	Last Name	12/12/17
Conrad	Appel		Richard	Flick	M	John Patrick	Mulhearn	M
Joseph	Ardoin	D	Thelma	French		Susan	Nelson	M
Valerie	Aymond	M	Larry	Gibbs	M	Leo J. "Jim"	Odom	
James Ray	Barker	D	Brent W	Golleher		Mike	Palamone	
Larry	Berger		Charles	Habig Jr.	M	Peggy A.	Parker	
Kathy Jean	Bobbs		Patricia	Hayes Smith	M	Sonia A.	Perez	M
Gerald	Boudreaux	M	John	Hopkins	M	Don	Pierson	D
Michael Shane	Boudreaux	M	Edward R	Jones	M	Joseph	Rallo	D
Joseph	Bouie, Jr		Leigh	King	M	Louis	Reine	M
Keith W	Brand	M	Norisha	Kirts	M	Natalie	Robottom	
Susan	Broussard		James "Jimmy"	LeBlanc	D	Ronald	Rosser Jr.	M
Bruce	Busada	M	Bob	Lobos	M	David	St.Etienne	M
Conrad	Carriere	M	Melissa	Mann		Monty	Sullivan	
Stephen	David	M	Todd	McDonald	M	Buck	Vandersteen	M
Jason	Dedon		Robert	Miller	M	Marketa	Walters	
Ava	Dejoie	M	Gerry	Mims	M	John	White	
John Bel	Edwards	D	Charles Henry	Moniotte	M	Thomas A.	Yura	D
Jason	Engles	M	Brent	Moreland	M			

M = Member attendance **D** = Designee attendance = absence

Number in attendance: 37 at 9:45 am.

Obtained forum: yes present at 9:45 am

III. Review and Approval of Previous Meeting Minutes:

Review and approval of Previous Minutes:

Motion to accept previous minutes:

1st: Louis Reine

2nd: Bruce Busada

Vote to Review and approve previous minutes was unanimous.

IV. Comments from Chair – Todd McDonald: After roll call and completion of agenda item III. Chairman Todd McDonald announced that agenda item VIII will be addressed first due to a conflicting appointment. The meeting proceeded with item VIII.

V. Presentation and Approval of Industry Based Certification Council Recommendations:

A. C-Tech

- a. Network Cabling Specialist – Basic
- b. Smart Home Professional – Basic
- c. Broadband Professional – Advanced

B. Pharmacy Technician Certification – Basic

C. Autodesk Inventor Certified User – Advanced

D. Adobe Certified Associate Visual Design Specialist – Advanced

E. Presentation and approval of IBCC recommendations

- a. ESRI – Basic (*Approved at June 27, 2017 meeting of WIC without Jumpstart designation*)
- b. EMT – Advanced (*Approved prior to 12-10-13 with basic jumpstart designation*)

Issue: Accept IBCCs in Global

Motion	To accept the IBCCs in global – 1st Louis Reine
Second	2nd Lisa Vosper

1st Motion: Louis Reine Abstentions?: Yes None

2nd Motion: Dr. Lisa Vosper Opposition?: Yes None

Approved: Yes None

Vote unanimous

Comments: IBCC Chairman David St. Etienne introduced all IBCCs up for approval.

- *Rep. Pat Smith would like see Autodesk and Adobe certifications are mostly available in New Orleans region. Would like to make sure these certifications are placed in other regions of the state. IBCC Chairman David St. Etienne stated all certifications are statewide but there was a concentration when*

we heard it was more advance in the New Orleans area and we need to push it out to other areas as well.

- *Louis Reine pointed out his concerns with EMS and EMT. He would like to be assured those 12 months from now that we go back and look at some numbers on EMS and whether there are actual job opportunities. Would like to make a note that in 12 months we review the EMT to see if it really needs to be on our list.*

VI. Review and Discussion of policies for Office of Workforce Development

- WIC Director Kellie Taylor-White introduced Shannon Joseph Director of OWD, Randall Domingue and Sonya Williams.
- Shannon Joseph Assistant Secretary, Director of OWD gave the board an update on some of the things happening in OWD.
 1. Two new apprenticeship programs:
 - A. Dow – There are three different positions that are a part of the program
 1. Millwright
 2. Chemical Plant Operator
 3. Instrumentation Technician
 - ii. Once they complete the programs the participants leave with a two year Associate Degree.
 - B. Ochsner
 1. Medical Assistant which is primarily entry level. This program has blossomed to a program that will a participant from a Medical Assistant to a Licensed Practical Nurse.
This is happening throughout the state in several different areas.

She reviewed the information about the American Job Center certification. Members had information in their packets regarding this certification. The WIC Director Kellie Taylor-White also stated the information was also sent by email to the board members. Components the local offices are required to include in certification:

- Need to have partnership opportunities (i.e. Adult Education, Tanf)
- Infrastructure Funding Agreement goes back to what partnerships are looking to contribute.
- Competitive Selection of the One Stop operative.

Note: OWD brought Infrastructure Funding Agreement Policy for collaboration with WIC.

WIC members asked that the following questions be considered when refining policy.

Questions:

1. Louis Reine asked, What is the difference between a Job Center and a One Stop?
OWD Director Shannon Joseph answered, there is no difference between a Job Center and a One Stop. Executive Director Ava Dejoie answered, it is a federal requirement all across the country USDOL so we are branding as American Job Center.
2. Louis Reine asked, Will they have in place someone in the center to help people with unemployment?
OWD Director Shannon Joseph answered, We are working with Renita Williams, Director of Unemployment Insurance department, to get more efficiencies in the offices, right now we are taking about having someone dedicated to the phone lines to answers folks questions directly. We are looking at ways to improve that in the centers.

Executive Director Ava Dejoie answered, we have been in discussion with that, she gave the history of evolution of the unemployment office, One Stop Funding and how we arrived to the present re-employment office structure. She also stated she is cognizant of people needing help with unemployment and using the computers. She spoke on the dedicated unemployment phone line, three region unemployment staff that should be deployed by the first of the year and then eventually that will turn into eight people. She also on working on having at least one unemployment staff person in each region. Also, we have re-employment process in place now.

3. Buck Vandersteen asked, Will all fifteen Workforce Board areas have certification with full compliance? OWD Director Shannon Joseph answered, yes we are in the process of making sure all offices are in full compliance.
4. Rep. Pat Smith asked, Are the reports for the Workforce Investment Boards self-reporting reports that come out and if they are, who is establishing the criteria? Randall Domingue continue with answering the question. Explained that they report and agency monitors.
5. Sonia Perez asked, If you have a job center that does not meet criteria of certification are they re-certified? Randall Domingue answered, If a job center does not meet criteria of certification they risk losing funding.

Motion	To adopt the American Job Center Certification (AJC) Policy 1st Louis Reine
Second	2nd Susan Nelson

1st Motion: Louis Reine Abstentions?: Yes None
 2nd Motion: Susan Nelson Opposition?: Yes None
 Approved: Yes None

Vote unanimous

Motion	Motion for approval of Competitive Selection of the One Stop operative. 1st Rep. Boudreaux
Second	2nd Bruce Busada

1st Motion: Rep. Boudreaux Abstentions?: Yes None
 2nd Motion: Bruce Busada Opposition?: Yes None
 Approved: Yes None

Vote unanimous

Questions:

1. Louis Reine asked, Do we have to follow the same guidelines as the state?
Executive Director Ava Dejoie answered, we follow which ever guideline that is the most stringent.

VII. Presentation from Baton Rouge Workforce Development Board

- Ms. Cynthia Hubbard greeted the WIC Meeting attendees. She also introduced her staff and program participant, Victoria Lawson. She presented a video about the MAPS program (Making A Positive Step). She addressed the board about a soft skill program. After the video Ms. Lawson introduced herself to the attendees and expressed her experience with the MAPS program.
- Ms. Cynthia Hubbard also informed the meeting attendees of the creating of a soft skills credential that she hope will be recognized by employers and industries from Employ BR.
- Larry Gibbs spoke of his involvement the 21st Century Workforce Principles Program. He congratulated Ms. Cynthia Hubbard and he stated that he loved her enthusiasm.
- The Program Coordinator Nia also spoke to the meeting attendees about the program.
- Charles Moniette also gave kudos to Ms. Hubbard for her work with the MAPS program.

VIII. Briefing about Occupational Forecast Conference – Bureau of Labor Statistics change

- WIC Director Kellie Taylor-White stated that this presentation will discuss the changes made at the federal level by the Bureau of Labor Statistics to the method by which calculations are used when creating the occupation forecast.
- PowerPoint presentation, Stephen Barnes started the presentation. Kelsey (LWC) presented the second part of the PowerPoint presentation.

Questions:

2. Larry Gibbs asked, “How often do we do this?”
WIC Director Kellie Taylor-White answered and stated we run an occupational projection every year, short term and long term.
3. Louis Reine asked, are we getting a good count or numbers due to all of the Louisiana citizens that were trained in a skill for example, Welding, and leave to work in other states. Also, when jobs are available in Louisiana outer state workers are working the jobs. Stephen Barnes answered, every year we are revising with updates or new information when an unexpected event occurs. We factor the information in on annual bases and will continue to do so. Secondly we do this process in a very open way. We bring it to this room, occupational forecasting conference and other supporting entities to get the most information.
4. Ronald Rosser Jr. asked, do we anticipate the separation methodology will change the numbers?
WIC Director Kellie Taylor-White answered and stated it does not change the trend or patterns it will only changes the magnitude of the number.
5. Buck Vandersteen asked, “When getting samples for the forecast how many are large corporations, how many mid-size, and how many small businesses? Stephen Barnes answered; driving firms are large firms, limited to three businesses per industry. The goal is to get a picture of trends in the industry.

IX. Meeting Dates for 2018: Chairman Todd McDonald addressed the board regarding the meeting dates for 2018.

X. Other Business:

- Executive Director Ava Dejoie asked that OWD Director Shannon Joseph, Randall Domingue and Sonya Williams come back up and explain in a practical sense what a comprehensive One Stop may look like, what are all the services that will be there, how to access partner agencies, etc. OWD Director Shannon Joseph gave an overview of what the center will look like.
- Comment from IBCC Chairman David St. Etienne, What is the difference between what you described and what is happening today in the centers. OWD Director Shannon Joseph stated that one of the biggest differences is that agencies have not all been in the same place. For example LRS did not always have a counselor in the One Stop locations. We are now under a federal mandate that we must partner to the extent that we can partner.
- Louis Reine asked if clients will have a coach/case manager when they visit the centers. OWD Director Shannon Joseph answered yes.
- Rep. Pat Smith – Sexual Harassment Policy – Executive Director Ava Dejoie gave information regarding how LWC is having state and local staff go through the Sexual Harassment Policy training and hands on training. Chairman Todd McDonald asked that WIC Director Kellie Taylor-White look into the Sexual Harassment Policy as it regard the WIC Board.

XI. Public Comments: None

XII. Adjournment: Todd McDonald adjourned meeting at 11:14 am.

1st Motion: Bruce Busada

2nd Motion: Rep. Pat Smith

Vote unanimous