

04.21.2022 Board Meeting | Q3

Meeting Location: East Baton Rouge Parish | Goodwood Branch Library
7711 Goodwood Blvd | BRLA 70806

Members Present: Elizabeth Beckham (Turner Industries) | Kenneth Champagne (Confie) | Andrew Fitzgerald (BRAC) | Blaine Grimes (Jump\$tart Coalition) | Dr. Dawn Hall Fleming (EBRPSS Adult & Continuing Education) | Joseph Hollins | Kenny Lynch (LWC) | Maydel Schexnayder – Chatelain (LRS) | Brett Simon (Aptim) | Charlene Trusclair (DCFS) | Devin Zito (Zito Law Assurance Financial)

Staff Present: Norma Belton (LWC – Wooddale) | Leslie Ricard Chambers (Mayor’s Office) | Juanita Coverson (Eckerd Connects) | Philip Gore (City of Baton Rouge) | Jillian Hamilton (LWC – Wooddale) | Karen Kleinpeter (EmployBR) | Amanda Stanley (LWDB 21) | Tavares Walker (LWC)

Guests: Girard Melancon (Durango Works) | Toni Myer (BRCC) | Tierra Small (Councilman Darryl Hurst) | Kristen Tamburo (CLAHEC)

Quorum not met

Brett Simon opened the meeting at 10:39am and stated that the meeting will be a bit different due to not having a quorum. Once we bring back our private industry onto the Board, we can move forward with scheduling another meeting and take care of action items. The participation from the public sector is amazing and appreciated.

WELCOME AND INTRODUCTIONS

WIOA Chief Administrators

Brett Simon announced that tomorrow, April 22, 2022 is our outgoing WIOA Chief Administrator’s last day, who is moving on to the City of Baton Rouge, Purchasing Department. Thanks for the all the hard work and dedication for the citizens of Baton Rouge and ensuring that we accomplish the Mayor’s goals as well and we wish you well.

Amanda Stanley is Philip’s replacement and she provided a bit of background. Brett has worked with Amanda while she has been with Baton Rouge Community College (BRCC) and the interaction has been nothing less than professional while providing guidance to bring programs up to speed as they collaborate with the public sector.

Amanda Stanley provided an introduction: Native of Baton Rouge | Grew up in EBR and graduated from Belaire H.S. and LSU | Spent time in state government and most of the experience is in higher education | Started at LSU in the testing center | Resided in Tennessee and then started at BRCC in 2005, working to help rebuild Louisiana’s workforce after Hurricane Katrina | Spent time at the technical college and Department of Education (Student Scholarship Fund) | Went back to BRCC and spent the last 10 years | Have both Mentors present today – Dr. Melancon and Dr. Myer | Most of the work with BRCC was focused around skilled/craft training with rural sites | Passion: Serving underserved populations through workforce programs | Looking forward to expand serving these populations with the help of the Board and Community

Brett Simon acknowledged that Tierra Small has taken a new position and it was interesting to see her grow from her original role and continue to progress. She is a true success story to this organization. She is commended for all of the work that she has done and wish her success working with Councilman Darryl Hurst.

Elizabeth Beckham, Vice-Chair of the Board introduced herself | Learning Development Manager at Turner Industries | Part of the Workforce Development group and develop people with the craft skills trades and we have our professional skills trades | Been with Turner for 11 years and with this Board for a couple of years now and enjoys it | Currently an Advisor for the National Chapters for the Association for Talent Development, all things talent development and management.

Brett Simon began introductions of all present and began with the private members as follows:

- Blaine Grimes | Retired from LSU after 29 years, teaching a personal finance class and currently with the Jump\$tart Coalition, a financial literacy organization | **Still with Executive Heirs** and represents a private spot on the Board
- Devin Zito | With Assurance Financial | Still maintain a solo law practice and teach law school | Run Assurance Financial's Corporate IT and corporate counsel work as well
- Kenneth Champagne | Confie Insurance | Private equity and there is a regional operating center downtown
- Joseph Hollins | Offshore Terminal Authority and is a Mayor's Appointee

Brett Simon then yielded to the public sector for introductions as follows:

- Leslie Ricard Chambers | Assistant Chief Administrative Officer with Mayor Broome | Looking at minutes from February minutes and at that time ACAO's were the sole supervisor of departments and since that time the reporting structure has changed. Darryl Gissel is appointed the technical supervisor over department heads. The goal for Mrs. Chambers is to provide support but the WIOA Board remains under her direct purview. Looking forward to more collaboration and how to get our current members more active and figure out who else we need to bring to the table, as well as all of the ideas. Unless there is another priority, Mrs. Chambers will attend all of these meetings.
- Dawn Hall | Director of Adult & Continuing Education | East Baton Rouge Parish School System
- Toni Myer | Baton Rouge Community College | Has been with the college for almost 20 years and worked with EmployBR all of these years
- Kristen Tamburo | Health Insurance Navigator | From Marksville and new to town | Retired teacher | Started with insurance and looking forward to providing insurance to those that lack it and assisting with Medicaid applications
- Kenny Lynch | Louisiana Workforce Commission | Director, Targeted Population | Office of Workforce Development
- Tavares Walker | Assistant Secretary | Louisiana Workforce Commission | Transitioning to head the Office of Worker's Compensation | Has the pleasure of supervising all of the state's operations in regards to workforce development and the 15 Local Workforce Development Boards and several other programs | First in-person board meeting and have stressed to staff that they need to get back out to all of the board meetings | Everyone on the Board should get Performance Metrics per quarter that shows the negotiated rates between the State and Feds and it provides a snapshot of performance and if funds are being expended accordingly. Fiscal may be off a bit because locals do not drawdown as they should and may look like they're not spending money. Make sure the drawdowns are happening appropriately. Local keeps it two years and the state gets it back one year and the state does not want to take the money back. If there is any needs with state merit staff being at the local office, please let us know because we can make some movement to ensure that happens. | There is a lot of changes coming up where the Feds are taking some of the local responsibility and giving it to the state. Some of the local staff duties, if these rules are put in place, the local staff will not be able to do anymore and state-merit staff would have to do so. Pay attention to the re-organization rules. It's going

through the congressional process now. They particularly want Wagner-Peyser and Career Services to be done by state-merit staff.

- Charlene Trusclair | Workforce Development Specialist | Department of Children and Family Services | Starting with a new section which is Child Support Enforcement and Training | Help non-custodial parents get the training and employment needed to meet their child support obligations
- Jillian Hamilton | Louisiana Workforce Commission | Housed at the EmployBR Wooddale location
- Norma Belton | Louisiana Workforce Commission | Director, Wagner-Peyser and Employment Services
- Girard Melancon | CEO, Durango Works | Workforce Development Consultant | *Brett Simon* thanked Girard for everything that he has done for the Board and contact the Board if there is anything that we can do
- Andrew Fitzgerald | Senior Vice-President, Research | Baton Rouge Area Chamber | Look at wage rates and forecasting to look at current jobs and forecast jobs in the future
- Maydel Shexnayder – Chatelain | Regional Manager | Louisiana Rehabilitation Services with the Louisiana Workforce Commission | Assist individuals with disabilities attain and maintain employment
- Karen Kleinpeter | WIOA for 28 years
- Juanita Coverson | One-Stop Operator | Eckerd Connects and contracted with EmployBR

ACTION ITEMS

Brett Simon stated that we do not have any other choice and will have to skip over all action items and move to the Special Presentation by Mr. Fitzgerald.

SPECIAL PRESENTATION | ANDREW FITZGERALD | BRAC

Worked with **ESMI**, that's currently scraping several job boards and have come up with something very comprehensive. If you look at the state's HiRE website, with the Capital Region, there are currently about 13k open jobs but this job board has 33k unique job postings for the same area.

This platform is for job seekers and employers.

Handshake is working with the community colleges, LSU, Southern | Working with these entities to get people into internships while in college and try to get more students to stay in Baton Rouge | Currently have about 55k people in higher education right now and we're only keeping about half

5-year Strategic Plan: 1) Talent Talent Talent | 2) Connect people with jobs in Baton Rouge

Website: Match me with a job | General Intake | Upload Resume and it will read everything on it and select skills that may/may not be on your resume and/or associated with it. The more picked, the more jobs that can be matched. Go to br.works in order to try this out. | Provides salary as well as regional salary.

Skills you need to learn: Upscaling portion in order to be more qualified | Will take you to any skill that has been starred, and provides you courses you can take and add to your resume, which are inexpensive online courses

Partner Usage: Would like for EmployBR to use it but there is a firewall that BRAC would like to work through with LWC so the systems can interact

Scraping: Site scraps job boards as well as larger companies

Outreach: EmployBR | EBRPSS Library – Employment | All area chambers outside of East Baton Rouge | Small Businesses

ONE-STOP OPERATOR REPORT | JUANITA COVERSON | ECKERD CONNECTS

3rd Quarter Reporting

Traffic Count

<u>Q3 - 2509</u>	Plank	Wooddale
January 2022 736	431	305
February 2022 892	456	436
March 2022 881	499	382

<u>Q2 - 1817</u>	Plank	Wooddale
October 2021 493	264	229
November 2021 692	375	317
December 2021 632	271	361

Note: The increase in traffic is due to the December 2021 Child Tax as well as opening both offices after nearly 2 years of being closed.

- The increase in traffic is due to the expiration of the December 2021 Child Tax as well as the opening of both offices, after being closed nearly 2 years.
- The work at EmployBR never stopped. The way the services were provided changed as everyone had to with virtual services and were very unique.

OSO Responsibilities

- Ensure that all Partners, whether mandated or optional, have the proper platform and referrals into the American Job Center and make sure that the clients and staff are aware and utilize the partner services
- Update, maintain, and adhere the Memorandum of Understanding
- Performance Standards and compliance, especially pertaining to ADA
- Area 20 collaboration, as per the Combined Regional/Local Plan for Region 2

Partner Focus

- Working on focusing more on Partners through the referral process and following up with referrals for 30, 60, and 90 days
- Some of the larger referrals for the 3rd Quarter: Louisiana Rehabilitation Services (LRS) | Capital Area Agency on Aging | EBRPSS Adult & Continuing Education | Veterans Program | EBRP Housing Authority | Central Louisiana AHEC (Medicaid/Health Insurance)
- Shout out to the Vets Department | They have been working extremely hard | Jamye London and had 3 folks that were deployed and returned on a Saturday. They were in the office on Tuesday and Jamye was in the Conference Room spread out and assisting them with every facet of their needs including benefits, employment, training, education and working with Patrick at the Wooddale office.
- Norma Belton and Jillian Hamilton from the Wooddale office as well as Ms. Gail and ensure that all opportunities at the state level are brought forth. The comprehensive site (Plank Rd.) is more of a city-led office and the satellite site (Wooddale Blvd.) is more a state-led office. It is a happy marriage based on city/state limitations and opportunities and ensure a cohesive collaboration.

Disaster Dislocated Worker Grant | CSRS

- Working with Sheldon Perkins to ensure that we increase the numbers in recruitment for participants and worksites. It has not been easy but still moving forward.

- If you know anyone that resides in the Parish and is long-term unemployed (at least 12 weeks), please notify the office so we can enroll them, deem them eligible, and get them back employed.

PROGRAM REPORT | Dr. Erica Thomas, Program Administrator | EmployBR

- Dr. Thomas did not attend the meeting and did not report

DIRECTOR'S REPORT | PHILIP GORE | LWDA 21

WIOA Grant Snapshot

Our three funding streams – Adult, Youth, and Dislocated Worker, there is a copy of the expenditures, encumbrances, and available balances.

- Adult (A) | \$0 and have spent all funds | Fully expended and currently expending new funds which was in effect last July
- Dislocated Worker (DW) | Have spent all of those funds and credits that have come in that have not been moved over yet. There is \$4k in Admin but there is an overspend of \$25k on the Program side and there will be some clean up work to do and those funds will be used.
- Youth (Y) | All Admin money has been spent and have \$135k left in the Youth fund
- In March, LWC was asked to do a transfer of funds due to this being 08 funds (not from the year 08). This is the number of budgets that we've received from the federal grant. The next budget is 09. 08 budget expires June 30th. The transfer was asked because all Adult funds had been expended. There was still quite a bit of funds left in DW. Between the funds, we cannot transfer funds up and down and we asked LWC to do that for us. With their permission, we were able to do that. We took \$300k from our DW funds since we had a balance of that and transferred to Adult funds so it can be spent.
- We are currently spending Adult and DW from the new funds and working to expend Youth dollars.
- *Board Member suggestion: It would help to have a column showing that re-classification | P. Gore – column is not needed because it is rarely used. It's suggested that transfers can only be done only once per year. | T. Walker – it is rarely used and at his discretion and handle 2-3 per month from locals and determine by looking at the forecast and that's why it's important to drawdown and look at the fiscal outlook. If we transfer the money, can it be spent? LWDA was spending a lot in Adult funds and it was justified*

WIOA 09 Budget | New funds

- Expenses: Adult \$149k | DW \$594 | Youth \$0 since we are still spending in 08 funds | Once funds have been fully “expended”, not “expired”, then we go into the new funding stream.
- Expiration of funds: The locals have the funds for two years | June 30th will be the 2 years for the 08 budget | T. Walker – LWC is currently scraping budgets because they are about to pull back money based on the FUR. If LWC does not pull it back, the Feds can take it. On June 30th, LWC will do a debit and take the funds that they feel will not be expended and bring back to the state level.
- *Board Member question (G. Melancon): Did the 50/50 Youth waiver help with expending funds? P. Gore stated that we hope this will help, especially in the summer with the summer youth program. There is never a challenge spending the in-school youth (ISY) funds; there is always a challenge spending the out-of-school youth (OSY) funds. T. Walker – currently awaiting to see, from the state level, if the waiver helped and see if there was a dent put in the budget since this was a challenge across the state. To be proactive, Louisiana asked for a renewal in the state plan that was submitted. DOE and Apprenticeship cannot find students; the students are just not available. The Governor hated to admit that there are more educational dollars on the table but education is funded per head. It is interesting that since Covid, there are 10-12k students that have not been*

brought back into the system. *Board Member suggestion (D. Hall)* – Check the home school numbers who receive no funding. A lot of families are electing to home school and that's where some of the heads are.

On-the-Job Training (OJT)

- Adult – Budgeted \$41k | Spent \$19k
- DW – Budgeted \$60k | Encumbrance of \$4k | \$56k left
- New budget: \$22k budgeted in OJT and \$92k also budgeted

Individual Training Accounts (ITA)

- Current budget that we are in, budgeted \$659k | Spent over a million | You may ask how can you spend more than you have? When we have a line item like this and you go over, it is just pulling from another line item which means you will just have to spend less in that particular line item. You are still staying within that overall budget number.
- New budget – there is a little bit more than we've had in the past. We have \$676k budgeted in ITAs.

Disaster Dislocated Worker Grant (DDWG)

- In the beginning of March, we went before City Council and it was approved and awarded by LWC to receive a Hurricane Ida grant and received \$277k since we were not heavily impacted by this Hurricane.
- Covid-19 National Dislocated Worker Grant (NDWG) – shows a balance and currently have \$1.4million left out of the \$1.9 awarded. Our letter of credit and drawdown was for \$810k and have only spent \$481k out of that. This grant was due to expire March 2022 and extended to December 2022. *Board Member Clarification (E. Beckham)* – This is the grant that had all of the specifications related to eligibility that we had the long conversation as to how to market it.
- *Board Member question (A. Fitzgerald)* – Is there a way to work with LWC, in addition to the WARN notices that LWC receives? If we ask these companies to notify us who they have laid off and we can market directly to them, then we may be able to fill some of the spots. | *T. Walker* – We receive WARN Notices and do exactly just that and triage everyone to determine which funding streams better serve them. Sometimes it is difficult to expend the dollars. LWC applied for a no-cost extension for this grant. | *A. Fitzgerald*: There are companies that may not show up under a WARN Notice (ex. City of Baton Rouge can provide data of companies that no longer have business licenses) and small companies that are no longer in business. | *J. Coverson* – With the WARN Notice, we are also working to ensure we are able to find gainful employment for them comparable to what they were making in that job, prior to their final layoff notice (ex. Georgia Pacific layoff).

Thank You

Thanks to so many that have helped while here...

- Leslie Chambers | Woman of her word and integrity | Likes to get it right the first time | Made the last few months a delight
- Tierra Small | From day 1, could not have done it without her and instrumental to his success
- Juanita Coverson | Been there every step of the way | Always had a positive smile on her face with a go get it attitude
- Amanda Stanley | Delight to work with | Come in and open to know what to do and eager to learn | They've chosen the right person for the job
- Karen Kleinpeter | Been there for 28 years | Wealth of knowledge | Helped to understand from Day 1 and helped through the struggles
- Board & Executive Committee | Have enjoyed working with everyone

Brett Simon concluded the meeting at 11:51am