

**Jefferson Parish Workforce Development Board
Executive Committee Meeting Minutes
Thursday, January 20, 2022
Joseph S. Yenni Building
1221 Elmwood Park Blvd. Suite 303
Jefferson, LA 70123
12:00pm**

- I. **Welcome** – Tom Jones called the meeting to order, quorum was present.
Board Members Present: Lisa Barback, Tom Jones, David St. Etienne, Arlanda Williams
Members Absent: Rod Nunez
Others Present: Christi Langoni, Darrel Lewis, Nedra McKinney, Frances Turner, Dr. Vanessa Zimmerman
- II. **Approval of Minutes**- Tom Jones asked if everyone read over the minutes? Lisa Barback stated that her name has been officially changed from Jennings to Barback. The minutes were corrected to reflect this change.

Tom Jones requested a motion to accept the minutes from the October 14, 2021 meeting.
Arlanda Williams moved to accept the minutes from the October 14, 2021 meeting.
Lisa Barback seconded the motion to accept the minutes from the October 14, 2021 meeting.

OPPOSED 0 YEAS 4 ABSTAINED 0 ABSENT 1

- III. **Hurricane Ida Disaster Dislocated Worker Grant** – Tom Jones asked Frances Turner to discuss the Hurricane Ida Disaster Dislocated Worker Grant. Frances Turner discussed the Hurricane Ida Disaster Dislocated Worker Grant (handout provided). As a result of Hurricane Ida, Jefferson Parish Workforce Development Board was afforded the opportunity to receive the \$1,000,000. 00 in funding to serve 50 dislocated workers in temporary jobs. The timeline of this grant is from August 26, 2021- August 25, 2023. Types of employment available are related to the disaster including; clean up and recovery, humanitarian assistance, and clerical work related to assisting people in completing documents related to the disaster. The operation committee recommended acceptance of this grant to the executive committee.

Tom Jones requested a motion to approve the recommendation of operations committee to accept the Hurricane Ida Disaster Dislocated Worker Grant.
Arlanda Williams moved to approve the recommendation of operations committee to accept the Hurricane Ida Disaster Dislocated Worker Grant.
David St. Etienne seconded the motion to approve the recommendation of operations committee to accept the Hurricane Ida Disaster Dislocated Worker Grant.

OPPOSED 0 YEAS 4 ABSTAINED 0 ABSENT 1

- IV. **Operations Committee Updates** – Tom Jones asked David St. Etienne to discuss the updates from the Operations Committee. David St. Etienne stated that they went over the budget items, the letter sent to Dr. Zimmerman regarding the new budget, and a plan moving forward to evacuate the existing facilities and move our current staff to the community centers across the Parish. The Parish has a deadline of January 26, 2022 to provide us with a response on these items. The committee discussed policies and procedures that will make this transition a little easier. A recommendation was also made to bring on an intern through the work experience program to handle the social media outreach.

- V. Planning Committee Updates** - Tom Jones stated the only updates from the Planning Committee were the discussion of the Hurricane Ida Disaster Dislocated Worker Grant which was already covered.
- VI. Youth Committee Updates** -Tom Jones asked Arlanda Williams to discuss the updates from the Youth Committee. Arlanda Williams stated the committee discussed the increase in the Work Experience expenditures from 20% to 35%. There is over \$400,000 available for training that needs to be spent. She also discussed procuring an Employer of Records to expand opportunities for Work Experience.
- VII. One Stop Operator-** Tom Jones asked Darrel Lewis to discuss his updates. Darrel Lewis stated that he examined the partnerships that we have in the area and realized that we need to be more visual to the residential and business communities.
- VIII. Other Business/Open Discussion**
Lisa Barback mentioned that the informational session at JEDCO was well received. The Training Providers were very interested and had a lot of questions. Tom Jones mentioned that sending the On- the -Job Training (OJT) language to employers was enormous. The Employer of Record is going to be a big turning point. However, the only concern is the staff who are at these various locations are not up to speed or knowledgeable of all the offerings the Employer of Record will generate. Dr. Vanessa Zimmerman added that creating policies and procedures will also help with this issue. She sent Darrel Lewis the contact person from the Public Information office (PIO).
Tom Jones stated that through all the meetings, the common themes were processes, people, presence, partnerships, performance and progress. Lisa Barback added that it's good to find out how other areas are operating. Frances Turner stated that her and Darrel Lewis began training with the AJC staff on policies. Processes adhering to these policies must be developed to ensure compliance is met through out each program.

Tom Jones requested a motion to adjourn

Arlanda Williams moved to adjourn.

Lisa Barback Seconded the motion to adjourn.

OPPOSED 0 YEAS 4 ABSTAINED 0 ABSENT 1

MEETING ADJOURNED