

**Jefferson Parish Workforce Development Board**  
**Quarterly Board Meeting Minutes**  
**Thursday April 27, 2023**  
**Delgado River City Campus, 709 Churchill Pkwy., Avondale, LA**  
**8:00am**

- I. **Welcome** – Lisa called the meeting to order and proceeded with everyone introducing themselves. Quorum was present.  
**Board Members Present:** Lisa Barback, Stephanie Brumfield, LaDinah Carter, Toya Crosby, Joe Ewell Jr., Danielle Garrett, Rose Jenkins, John Johnson, Rachel Mackey, Rod Nunez, Andy O’Brien, Jacqueline Smith, Melissa Hopson-Sparks, David St. Etienne, Allison Thomas, Sara Waldvogel, Kate Wendel, Arlanda Williams  
**Members Absent:** Aldo Duron, Leigh Hallas, Tom Jones, Teresa Lawrence, Luz Lobos, Thelma Ceballos Meyers, Jerry Repka II, Robert Senior, Christine Vo  
**Others Present:** Deja Alexander, Darrel Lewis, Nedra McKinney, Deanna Stewart, Frances Turner, Vanessa Zimmerman

- II. **Approval of Minutes**  
Lisa Barback requested a motion to accept the minutes from the February 2, 2023 meeting.  
Arlanda Williams moved to accept the minutes from the February 2, 2023 meeting.  
Andy O’Brien seconded the motion to accept the minutes from February 2, 2023 meeting.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- III. **Regional Plan** – Everyone took a moment to read over the Regional Plan.  
Lisa Barback requested a motion to accept the Regional Plan.  
Arlanda Williams moved to accept the Regional Plan.  
Kate Wendell seconded the motion to accept the Regional Plan.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- IV. **Local Plan** – Everyone took a moment to read over the Local Plan.  
Lisa Barback requested a motion to accept the Local Plan.  
Arlanda Williams moved to accept the Local Plan.  
Andy O’Brien seconded the motion to accept the Local Plan.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- V. **Bylaws** – Everyone took a moment to read over the Bylaws.  
Lisa Barback requested a motion to accept the Bylaws.  
Arlanda Williams moved to accept the Bylaws.  
Andy O’Brien seconded the motion to accept the Bylaws.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- VI. **Adult and Dislocated Worker Policy # 2021-016** – Frances Turner discussed the Adult and Dislocated Worker Policy.

Lisa Barback requested a motion to accept the Adult and Dislocated Worker Policy #2021-016.

Arlanda Williams moved to accept the Adult and Dislocated Worker Policy #2021-016.

Joe Ewell Jr. seconded the motion to accept the Adult and Dislocated Worker Policy #2021-016.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- VII. Employer of Record Recommendation** – Frances Turner discussed the outcome for the Employer of Record. There was also a discussion regarding the Summer Youth Program.

Lisa Barback requested a motion to accept CSRS as the Employer of Record

Arlanda Williams moved to accept CSRS as the Employer of Record.

Melissa Hopson-Sparks seconded the motion to accept CSRS as the Employer of Record.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- VIII. One Stop Operator Contract Renewal** – (Darrel Lewis has exited the room)

A discussion took place regarding the outstanding services that was performed by Mr. Lewis. Andy O'Brien stated that the Planning and Operations Committee has recommended approval of the One Stop Operator Contract Renewal.

Lisa Barback requested a motion to approve the recommendation of the One Stop Operator Contract Renewal.

Andy O'Brien moved to approve the recommendation of the One Stop Operator Contract Renewal.

Arlanda Williams seconded the motion approve the recommendation of the One Stop Operator Contract Renewal.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

- IX. One Stop Operator Update**

Darrel Lewis discussed the expansion of partnerships including Extreme Nitrogen and Ochsner. A discussion took place regarding the Individual Training Accounts (ITA's), processes, eligibility and assessments.

- X. Planning and Operations Committee Update** – The Planning and Operations Committee recommended approval of the One Stop Operator Contract Renewal and recommended CSRS as the Employer of Record.

- XI. Youth Committee Update** – Arlanda Williams discussed the Pilot Program, the Dual-Enrollment with Higgins and Fisher High School.

**XII. WIOA Board Training** – Melissa Grimmet, Louisiana Workforce Commission (LWC) gave a presentation on WIOA Board Training which included the Roles and Responsibilities of the Local Board.

**XIII. Open Discussion/Other Business** - Kate Wendel shared the activities with everyone for JEDCO’s Economic Development Week which is May 8-12. Frances Turner introduced our two Work Experience Participants who have recently applied for permanent jobs; Jada Jenkins and Tyrien Fazande. Joe Ewell Jr revealed that the Regional Transit Authority (RTA) is in need of CDL Drivers and Maintenance Workers.

Lisa Barback requested a motion to adjourn

Andy O’Brien moved to adjourn.

Melissa Hopson-Sparks seconded the motion to adjourn.

**OPPOSED 0 YEAS 18 ABSTAINED 0 ABSENT 9**

**MEETING ADJOURNED**