WORKFORCE DEVELOPMENT BOARD

March 17, 2021

Notice is hereby given that there will be a public meeting of the First Planning District Workforce Development Board on **Wednesday**, **March 24th**, **2021 at 8:30 a.m**. This meeting will be held virtually via Zoom due to the COVID-19 crisis. Use the following link to participate in the meeting:

https://us02web.zoom.us/j/85164073929?pwd=c05KZjhiY2ZuTVY0SkNaaGJ0NHhQQT09

Meeting ID: **851 6407 3929** Password: **341230**

If dialing in, call 1-646-558-8656

AGENDA:

1.	Call to order
2.	Welcome and Introductions
3.	Invocation
4.	Swearing in of new Board members
5.	Approval of January 27th, 2021 meeting minutes (Action Item)Alan Thriffiley (5 minutes)
6.	Comments from the Chairman
7.	System "Reboot" initiative
8.	Presentation on Disaster Dislocated Worker Grant Third Party Employer of Record – CSRSSheldon Perkins, Project Manager (15 minutes)
9.	Review of Expenditure and Operation Reports through February 2021Melissa Kirsch (10 minutes)
10	. Update and discussion on current initiatives
11	. Updates from One-Stop Operator
12	2. Other Business
13	3. Public Comment Period

Alan Thriffiley, Chairman

Alau Thriffiley

Serving Plaquemines, St. Bernard & St. Tammany Parishes
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firstplanning@bellsouth.net
Serving Plaquemines, St. Bernard & St. Tammany Parishes

PUBLIC MEETING NOTICE AND CERTIFICATION TO HOLD VIDEO CONFERENCE MEETING

In accordance with Executive Proclamations JBE 2020-30 and 2020-58 issued by Governor John Bel Edwards on May 14, 2020, this notice shall serve as a certification of the First Planning District Workforce Development Board's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency.

Pursuant to Section 4 of JBE 2020-30, the First Planning District Workforce Development Board will provide for attendance at its essential meeting on March 24th, 2021, via video conference because it is unable to obtain a quorum. In addition, under Executive Order, Governor Edwards ordered the continuation of social distancing, as well as limiting occupancy to 75% of total facility capacity. It is essential for the First Planning District Workforce Development Board to meet and conduct essential business as stipulated in its governing rules under the Workforce Innovation and Opportunity Law.

Considering the foregoing, and in accordance with the above-mentioned Proclamations, the First Planning District Workforce Development Board will conduct business for their regularly scheduled bi-monthly meeting on **Wednesday**, **March 24**, **2021** at **8:30** a.m. via video conference and in a manner that allows for observations and input by members of the public, as set forth below.

The Workforce Board will utilize the online platform Zoom to livestream the meeting. The livestream will be available for viewing at the following link:

https://us02web.zoom.us/j/85264236847?pwd=Q01hS1FUTTRIbXpRN01LSm5RV1hBZz09

(Meeting ID: 852 6423 6847, Passcode: 848463) 5) beginning at 8:30 a.m. on Wednesday, March 24th, 2021. The agenda packet is available at www.triparishworks.net along with the link to connect to the meeting.

Public comment may be provided during the appropriate time of the meeting through the livestream link or may be emailed to the Executive Director at firstplanning@bellsouth.net no later than noon on Tuesday, March 23rd, 2021. The Executive Director will read all comments submitted by email into the record in reference to the relevant agenda item.

For questions regarding the virtual meeting of the First Planning District Workforce Development Board, please call the Executive Director at 985-875-9275.

ALAN V. THRIFFILEY, SR., BOARD CHAIRMAN

Votice posted at:

Tri-Parish Works webpage -www.triparishworks.net 317 North Jefferson Avenue, Covington, LA 420 Old Spanish Trail, Slidell, LA 3700 LaFontaine Street, Chalmette, LA

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WEDNESDAY, JANUARY 27TH, 2021 – MINUTES OF THE MEETING OF THE FIRST PLANNING DISTRICT WDB, HELD AT 8:30am, using Zoom virtual technology due to the ongoing COVID-19 crisis. The meeting was held in compliance with an Emergency Resolution issued by Governor John Bel Edwards.

Members In attendance: Chris Abadie, Mindy Nunez Airhart, Floyd Baker, Charlene Bonck, Ellis Bourque, Timothy Bradbury, Trish Craddock, Stephanie Dupepe, Keith Espadron, Adriana Krieson, Rachel Mackey, Mark Pisani, Steve Price, Jerry Repka, II, Stacey Retzlaff, Mike Stedem, Alan Thriffiley, Lenny Unbehagen, and Allison Zinskie.. Additionally, in attendance were Jennifer Barnett, Don Shea TPW Director of Business Services, Angela Balli, LWC Industry Sector Coordinator, and Melissa Kirsch.

- 1. CALL TO ORDER: The meeting was called to order at 8:30am.
- 2. WELCOME AND INTRODUCTIONS: Chairman Thriffiley thanked everyone for joining the meeting and introduced new board members and guests which included: new board members Trish Craddock, Interim President for the St. Tammany Federation of Teachers and School Employees (replacing Ms. Debbie Green who recently retired), Mr. Timothy Bradbury, Business Manager for the Boilermakers Local Union #37. He asked them to introduce themselves and share what they do in their positions with their organizations. He also introduced guest, Ms. Angela Balli, LWC Industry Coordinator who explained her connection to the Tri-Parish Works Centers. The Chairman also introduced Mr. Don Shea, Director of Business Services, however he had not yet joined the call.
- 3. INVOCATION: Ms. Kirsch gave the Invocation.
- 4. APPROVAL OF MINUTES: Chairman Thriffiley presented the Minutes from the November 18th, 2020 board meeting. There was a motion made by Mr. Price, seconded by Mr. Stedem to accept the minutes as presented. A vote was taken, motion passed unanimously. No abstentions noted.
- 5. COMMENTS FROM THE CHAIRMAN: Chairman Thriffiley mentioned the continued struggles for the Centers to serve youth during these difficult times of the Covid pandemic. He wanted to share this in hopes that board members may have some suggestions or ideas on how youth spending could be increased. Questions were asked and answered and Ms. Kirsch gave a brief overview of the typical youth services provided and the challenges in having work experience activities due to Covid restrictions. Discussion ensued and it was decided that Ms. Kirsch would provide a one-page Youth overview for board members to encourage any feedback and suggestions from board members.

- 6. REVIEW OF EXPENDITURE AND OPERATION REPORTS THROUGH DECEMBER 2020: Ms. Kirsch presented the reports to the board indicating spending was going well, especially with training expenditures at 40%, especially given the continued issues with the Covid pandemic. She introduced an additional expenditure report that included line-item details and reviewed the Fund Utilization Report mentioning that the youth expenditures were still concerning, however she feels confident no money will be recaptured. Ms. Kirsch reviewed participant enrollment levels and as well as business engagement statistics. She shared that the majority of the training expenditures were in classroom training at 56%, with employer-based training at 17%. A current goal is to increase the youth work experience expenditures which is currently at 10%. She also presented the 2nd quarter performance measures in which there was a notable improvement across all of the benchmarks. She also updated the members on the unemployment insurance rate and Ms. Barnett discussed the most current data on the top job listings within the tri-parish area. A few questions were asked and answered and Ms. Barnett pointed out that for the first time, Therapists (Social Service related) was appearing on the top ten list for job listings, which was very interesting.
- 7. REVIEW AND APPROVAL OF ONE-STOP OPERATOR PROCUREMENT: Ms. Kirsch was recognized to provide an overview of this agenda item. She referred board members to the one-page recommendation document included in their meeting packets and gave a brief reminder of the procurement requirements for the One-Stop Operator. She also explained the recommendation was to procure the minimum requirement since the decision was previously made to bring the Center oversight back under local control. The Executive Committee reviewed the scope of work and recommend the acceptance of the procurement. Chairman Thriffiley commented that maybe it should be procured without a budgetary range. Discussion ensued on this topic in which a few options were presented. A motion was made by Mr. Abadie and seconded by Dr. Carlson to approve the One-stop Operator procurement as presented with the proposed budget only including a maximum compensation of \$60,000. Vote taken, motion passed unanimously with no abstentions.
- 8. UPDATE ON FILLING OF DIRECTOR OF PLANNING & OPERATIONS POSITION: The Chairman gave a brief update on the status of this position to keep board members up to date. He mentioned that the position had been advertised, Ms. Kirsch had conducted the first round of interviews and he had just finished with second interviews on the three candidates. Ms. Kirsch would be making a decision and offer within the next few weeks. He also shared that an updated organizational chart and salary schedule will be provided to the board at the March meeting. No questions were asked.
- REVIEW AND DISCUSSION ON NEW QUARTERLY REPORT: Ms. Barnett was recognized
 to give the update on the progress being made on this report. She reminded the board of the
 many previous discussions undertaken by the board on the need for increasing communication

with Chief Elected Officials, public officials, partner agencies and the overall business community to ensure that successes are shared and they are kept up to date on Center and impactful data related to the Center activities. She indicated that the intention would be to produce this document on a semi-annual basis while also sending other relevant information more regularly to ensure effective communication. The goal is to have this first infographic ready for distribution within the next two weeks. A few positive comments were made regarding the document shared.

- 10. UPDATE AND DISCUSSION ON CURRENT INITIATIVES: Ms. Kirsch gave the following updates:
 - •the Disaster grant was going well as 40 temporary workers were on the job assisting with Covid related humanitarian efforts. She hoped that all workers will be hired by the end of March
 - •the Executive Directors from all 15 Workforce Board were requesting a waiver of the Youth expenditure requirements. Many states already have this waiver and it would be very helpful by giving additional flexibility in spending youth funds
 - •committee meetings will be starting up again in February and March, so members should be on the lookout for meeting notices
 - Personal Financial Disclosures will be due to the Louisiana Ethics Commission by May 15th, so she will begin sending out reminders to board members to ensure compliance with this requirement.
- 11. UPDATES FROM ONE-STOP OPERATOR: Ms. Barnett was recognized to give an update and she shared the following:
 - "Business of the Year" award given to Globalstar and they were very appreciative for the recognition of their excellent training initiatives
 - •She thanked Mr. Pisani (Associated Terminals) for his presentation at the recent staff meeting of his company and their needs for employees
 - •Recent staffing changes: Business Services Representative (Dakotah Eason) moved on to Director of Career Services at Northshore Technical Community College. Currently working on her replacement. The Disaster Grant Coordinator at St. Bernard Center was promoted to Business Services Representative fore Plaquemines and St. Bernard. She thanked Mr. Unbehagen for referring Ms. Bartholomew to her as she has been a great addition to the staff and should do extremely well in her new role.
 - •Mr. Shea gave an update on the successful pivoting taking place in Business Services by providing customized recruiting events to individual employers since unable to have large job fairs due to pandemic. Some of the employees that have had great experiences with these events include: STARC, Sunpro Solar, Sunbelt, Schneider Trucking, Auto Zone, St. Tammany Hospital
 - •A new customized training contract initiated with Slidell Memorial Hospital and Northshore Technical Community College to train 15 individuals as Certified Nursing Assistants and 5 in Phlebotomy. The employer has conducted pre-interviews and chosen those they are interested in hiring at the successful completion of the training. SMH has agreed to pay a stipend to the participants as part of their 50% funding match.

WORKFORCE DEVELOPMENT BOARD

- 12. OTHER BUSINESS: The Chairman asked if there was any other business to discuss. There was none.
- 13. PUBLIC COMMENT PERIOD: No comments were received. There being no further business the meeting was adjoined at 9:53 am.

FPD WDB EXPENDITURES TO BUDGET REPORT

Budget	ANNUAL	EXPENDITURES	%	BALANCE				RESERVE
Line Items	BUDGET July 2020 – June 2021	THROUGH 2/28/2021	EXP	OF FUNDS	OBLIGATIONS		OBS	FOR FUTURE YEAR
Tri-Parish Centers - Prog	ram							7/21 – 6/22
Staff Salaries/Fringe	849,201	498,555	58.71%	350,646	0	350,646	58.71%	231,000
Operating Costs	264,359			139,900				
Training & Support for Client	1	124,433	47.0070	155,500	00,100	, , , , ,	, 2,57,75	,,,,,,,
Plaquemines	201,306	16,118	8.01%	185,188	23,784	161,404	19.82%	89,000
St. Bernard	416,837	NAME OF TAXABLE PARTY.	17.78%	-	NAME OF TAXABLE PARTY.	the same of the sa	24.23%	165,000
St. Tammany	912,821		77.42%	206,128	_		103.56%	
St. Tammany Corp CEA	15,000		66.67%	5,000	5,000			1,250
Other Misc. Program Inc.	5,150	5,150		0	0	0		0
Dislocated Worker Disaster (Grant – Tempo	orary Jobs		Anne and an income	"			
Plaquemines	100,044	0	0	100,044	0	100,044	0.00%	0
St. Bernard	873,937	124,136	14.20%	749,801	0	749,801	14.20%	0
St. Tammany	855,705	62,795	7.34%	792,910	0	792,910	7.34%	0
Tri-Parish Sub Total	4,494,360	1,622,007	36.09%	2,872,353	362,767	2,509,586	10%	745,105
Administration Office								
Staff Salaries/Fringe	273,079	163,123	59.73%	109,956	0	109,956		262,879
Operating Costs	40,255	13,405	33.30%	26,850	0	26,850		38,099
Admin Sub Total	313,334	176,528	56.34%	136,806	0	136,806	56.34%	300,978
GRAND TOTALS	4,807,694	1,798,535	37.41%	3,009,159	362,767	2,646,392	44.96%	1,046,083

FIRST PLANNING DISTRICT WORKFORCE DEVELOPMENT BOARD FUND UTILIZATION REPORT

Month ending FEB 28, 2021

	Admin	Program	Total	Expended	Balance	Percent	Obligations	Percent	At-Risk of Recapture by 6/30/21
			Allocation	thru 2-28-21		Expended		w/Oblig	by 6/30/21
Adult				101 000 00	2.00	1000/			0
*PY19 expires 6/21	10,198.00	91,791.00	101,989.00	101,989.00	0.00				0
**FY 20 expires 6/21	54,371.00	489,342.00	543,713.00	535,940.00	7,773.00			100%	
***PY20 expires 6/22	11,556.00	104,003.00	115,559.00	41,904.00	73,655.00	36%	73,655.00	100%	
****FY21 expires 6/22	57,664.00	518,979.00	576,643.00	0.00	576,643.00	0%	76,553.00	13%	
	133,789.00	1,204,115.00	1,337,904.00	679,833.00	658071.00	51%			
Youth									
*PY19 expires 6/21	61,253.00	551,281.00	612,534.00	495,890.00	116,644.00	81%	116,644.00	100%	0
***PY20 expires 6/22	66,805.00	601,241.00	668,046.00	0.00	668,046.00	0%	39,961.00	6%	
	128,058.00	1,152,522.00	1,280,580.00	495,890.00	784,690.00	39%			
Disl Wk									
*PY19 expires 6/21	15,923.00	143,310.00	159,233.00	159,233.00	0.00	100%		100%	0
**FY20 expires 6/21	67,502.00	607,522.00	675,024.00	665,005.00	10,019.00	99%	10,019.00	100%	0
***PY20 expires 6/22	16,130.00	145,172.00	161,302.00	53,330.00	107,972.00	33%	100,090.00	95%	
****FY21 expires 6/22	64,557.00	581,010.00	645,567.00	0.00	645,567.00	0%		0%	
	164,112.00	1,477,014.00	1,641,126.00	877,568.00	763,558.00	53%			
*****DWG expires 3/22	203,298.00	1,829,686.00	2,032,984.00	191,566.00	1,841,418.00	9%		9%	
Grand Total	629,257.00	5,663,337.00	6,292,594.00	2,244,857.00	4,047,737.00		424,695.00		0.00

*PY19 - Program Year 2019 - Funds available July 1, 2019, expires on June 30, 2021

^{**}FY20 - Fiscal Year 2020 - Funds available October 1, 2019, expires on June 30, 2021

^{***}PY20 - Program Year 2020 - Funds available July 1, 2020, expires on June 30, 2022

^{****}FY 21 - Fiscal Year 2021 - Funds available October 1, 2020, expires on June 30, 2022

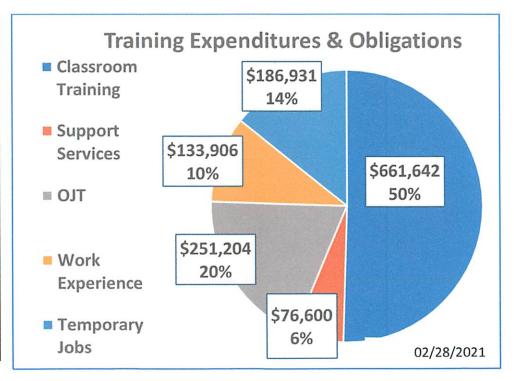
^{*****} DWG - Dislocated Worker Emergency Grant - Funds available July 1, 2020, expires on March 31, 2022



DASHBOARD REPORT for PROGRAM YEAR 20/21 February 2021

J	EMPLOYER SERVICES Through 2/28/2021								
ST. TAMMANY	Center Foot Traffic YTD 1820	Total # New Participants Jan – Feb 2020	Total # Participants YTD 347	Total # in Training YTD 199	# New Employers Jan 2021 - Feb 2021 25	# New Employers YTD 211	# New OJT Contracts YTD	# OJT Participants YTD 41	# of Successful OJT Completers YTD
ST. BERNARD / PLAQUEMINES	305 (262/43)	20	118	62	7	30	2	0	0

EMPLOYER CO	NSULTATIONS & CUSTOMIZED SERVICES								
	1/1/2021 TO 2/28/2021								
*bold denotes new/renewed Training Contract									
ST. TAMMANY	All Accounting and Tax Consultants, Autozone,								
	Baumer Foods, Boys & Girls Clubs of Southeast								
	Louisiana, CDIT, Christwood, Compliance								
	Envirosystems, Creole Bagelry, East St. Tammany								
	Habitat for Humanity, Ernst & Young, Finisher,								
	Globalstar, Grass Master, Kent Design Build,								
	MacKenzie, Ochsner Health System, Patriot								
	Government Services, PEC Safety, PF Spam,								
	Resource Bank, Rotolo, Slidell Memorial Hospital,								
	Southern Smocked Company, St. Tammany Parish								
	Hospital, Textron Marine Systems, Tulane National								
	Primate Research Center								
ST. BERNARD /	Domino Sugar, Exxon Mobil – Chalmette Refining								
PLAQUEMINES	(Transition period – change of staffing)								



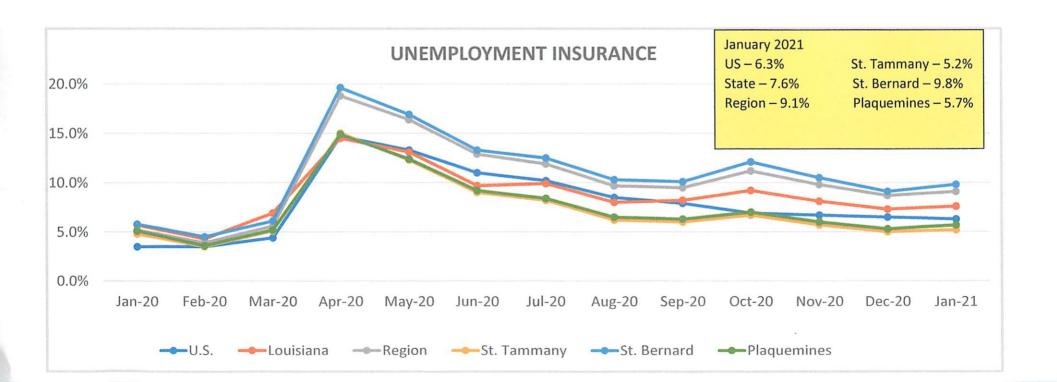
Hiring Events Held: Jan/Feb: Autozone, St. Tammany Parish Hospital

March: Domino Sugar, Great American Cookie Co, upcoming Rotolo (3/26), Applebee's (4/5)

Most Recent Federal Performance Measures*: 2nd Quarter of PY 20 ending 12/31/20

Performance Measures	Adult		Dislocated V	Youth		
	Negotiated Range	Actual	Negotiated Range	Actual	Negotiated Range	Actual
Employed 2 nd Qtr After Exit	60.3% - 67.0%	70.5%	60.3% - 67.0%	72.5%	63.0% - 70.0%	72.3%
Employed 4 th Qtr After Exit	60.3% - 67.0%	72.3%	61.2% - 68.0%	69.8%	64.8% - 72.0%	69.4%
Median Earnings (Quarterly)	\$5,580 - \$6,200	\$	\$6,840 - \$7,600	\$	\$2,610 - \$2,900	\$
Earned Credential	70.2% - 78.0%	89.3%	70.2% - 78.0%	94.1%	52.2% - 58.0%	40.0%
Skills Gained During Training	55.8% - 62.0%	81.1%	62.1% - 69.0%	82.1%	40.5% - 45.0%	66.7%

Green Exceeds range | White within range | Red below range | * Data from HiRE Predictive Reports. Final Performance report for Q2 not yet available



ADDITIONAL STATISTICS

TOP TEN JOB LISTINGS BY OCCUPATION - January 2021 through February 2021

ST. TAMMANY			ST. BERNARD			PLAQUEMINES			
Occupation Grp (4-digit)	# of Employers	# of Postings	Occupation Grp (4-digit)	# of Employers	# of Postings	Occupation Grp (4-digit)	# of Employers	# of Postings	
RN's	165	685	Driver/Sales and Truck Drivers	74	251	Driver/Sales and Truck Drivers	70	285	
Driver/Sales and Truck Drivers	180	654	RN's	34	75	Supervisors – Sales Workers	12	45	
Customer Service Reps	84	350	Retail Sales	24	68	Customer Services Reps	17	37	
Retail Sales	99	349	Supervisors – Sales Workers	22	61	RN's	10	27	
Supervisors – Sales Workers	88	331	Therapists	6	49	Passenger Vehicle Drivers	1	23	
Laborers/Material Movers	52	163	Customer Service Reps	28	48	Retail Sales	9	22	
Supervisors – Food Prep Workers	38	160	Fast Food Counter Workers	13	28	Insurance Sales Agents	7	16	
Home Health and Personal Care Aides	22	138	Laborers/Material Movers	12	26	Childcare Workers	1	13	
Fast Food Counter Workers	29	127	Cashiers	9	25	Therapists	5	13	
Cooks	29	120	Passenger Vehicle Drivers	3	24	Supervisors – Food Prep Workers	6	12	

Notes: Overall increase of top jobs by 62% or and increase of 1,619 additional job openings*

- St. Tammany increased 51.2% unique job openings in top jobs from 2,035 to 3,077
- St. Bernard increased 75.1% unique job openings in top jobs from 374 to 655
- Plaquemines increased 150.3% unique job openings in top jobs from 197 to 493

^{*}Prior dashboard report covered a 3-month period (Oct 2020 to Dec 2020) compared to just two months (Jan 2021 to Feb 2021) reviewed in the current dashboard, making the increase all that more significant.