

# AGENDA

## SEVENTH PLANNING DISTRICT CONSORTIUM WORKFORCE DEVELOPMENT BOARD MEETING AGENDA Friday, April 12, 2024 at 11:30 a.m. | The Every Warrior Center | Bossier City, LA

**CALL TO ORDER AND WELCOME** ..... **MATT WHEELER**  
*Chairperson, Workforce Development Board*

Pledge of Allegiance to the Flag ..... Brent Moreland  
*Business Manager, IBEW Local 194*

Invocation ..... Nicholas Olsen  
*WIOA Program Manager, CDC*

**ROLL CALL OF MEMBERS AND INTRODUCTION OF GUESTS** ..... **JULIE MOORE**  
*Operations/Communications Manager, CDC*

**PUBLIC COMMENT** ..... **MATT WHEELER**

### MINUTES AND APPROVALS

Acknowledgment of LWDB Member Appointment & Resignations ..... Matt Wheeler

Approval of LWDB Minutes, October 23, 2023 and January 31, 2024..... Matt Wheeler

Review and Approval of LWDA 70 Revised Policies ..... Matt Wheeler

Review and Approval of Request for Proposals Employer of Record Services for Participant Work Experience ..... Matt Wheeler

Review and Approval of Request for Proposals One Stop Operator Services ..... Matt Wheeler

### REPORTS

Budget and Operating Statements..... Candle Sattler  
*Director of Workforce Development, CDC*

Program Manager’s Report.....Nicholas Olsen

Assistant Program Manager’s Report and WIOA Performance.....Chaquana Harper-Wells  
*Assistant Program Manager of WIOA, CDC*

Business Services Report.....Natalie O'Rourke & Mark Colwick  
*Business Services Representatives, CDC*

Monitor’s Report.....Craig Sheppard  
*Senior Program Monitor / EO Coordinator, CDC*

One-Stop Operator Report .....Robin Berry  
*One-Stop Operations Manager*

**OLD BUSINESS (IF ANY)** ..... **MATT WHEELER**

**NEW BUSINESS (IF ANY)** ..... **MATT WHEELER**

### ANNOUNCEMENTS

Personal Financial Disclosure and Ethics ..... Candle Sattler

**ADJOURNMENT**..... **MATT WHEELER**

**Next Workforce Development Board Meeting - Friday, July 12, 2024**  
**Location: The Every Warrior Center, 4000 Viking Drive, Suite A, Bossier City, LA 71111**