



# QUARTERLY REPORT

April to June, 2022

Division of Workforce Development | Seventh Planning District Consortium

**WORKFORCE DEVELOPMENT BOARD MEETING | JUNE 3, 2022**

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# WORKFORCE DEVELOPMENT BOARD

## Chief Elected Official

**The Honorable Tray Murray**

Red River Parish Police Jury

Appointments to the Workforce Development Board (WDB) are made by the area's Chief Elected Official from nominations submitted by all ten parishes. Membership and composition of the Workforce Development Board are then submitted to the Governor of Louisiana for certification.



**Matt Wheeler**  
**Chairperson**  
Workforce  
Development Board



**Bruce Roberts**  
**Vice-Chairperson**  
Workforce  
Development Board



**Jack "Bump" Skaggs**  
**President & CEO**  
The Coordinating &  
Development  
Corporation



**Candle Sattler**  
**Director of Workforce  
Development**  
The Coordinating &  
Development  
Corporation

## Board Members (Private)

Leighton Allen, Michael Barrett, Kirk Dickson, Mary Duncan, Eugene Fremaux II, Brandon Hillman, Shirley Marcus, Travis O'Brien, Amanda Simpson, Patricia Trim, Bruce Roberts, and Matt Wheeler.

## Board Members (Public)

Julie Bass, Michael Chamlee, Teresa Hefner, Matt LaFisca, Brent Moreland, Joni Nelson, David "Rocky" Rockett Jr., Jayda Spillers, Clifton Starks, Fred Williams, and MarShette Williams.

## Upcoming Board Meeting Dates

**Friday, September 9, 2022 | Location: The Every Warrior Center**

**Friday, December 2, 2022 | Location: The Every Warrior Center**

# LWDA 70 Workforce Development Board Attendance

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THE COORDINATING & DEVELOPMENT CORPORATION

**LOUISIANA**  
**WORKFORCE**  
COMMISSION  
The Department of Labor

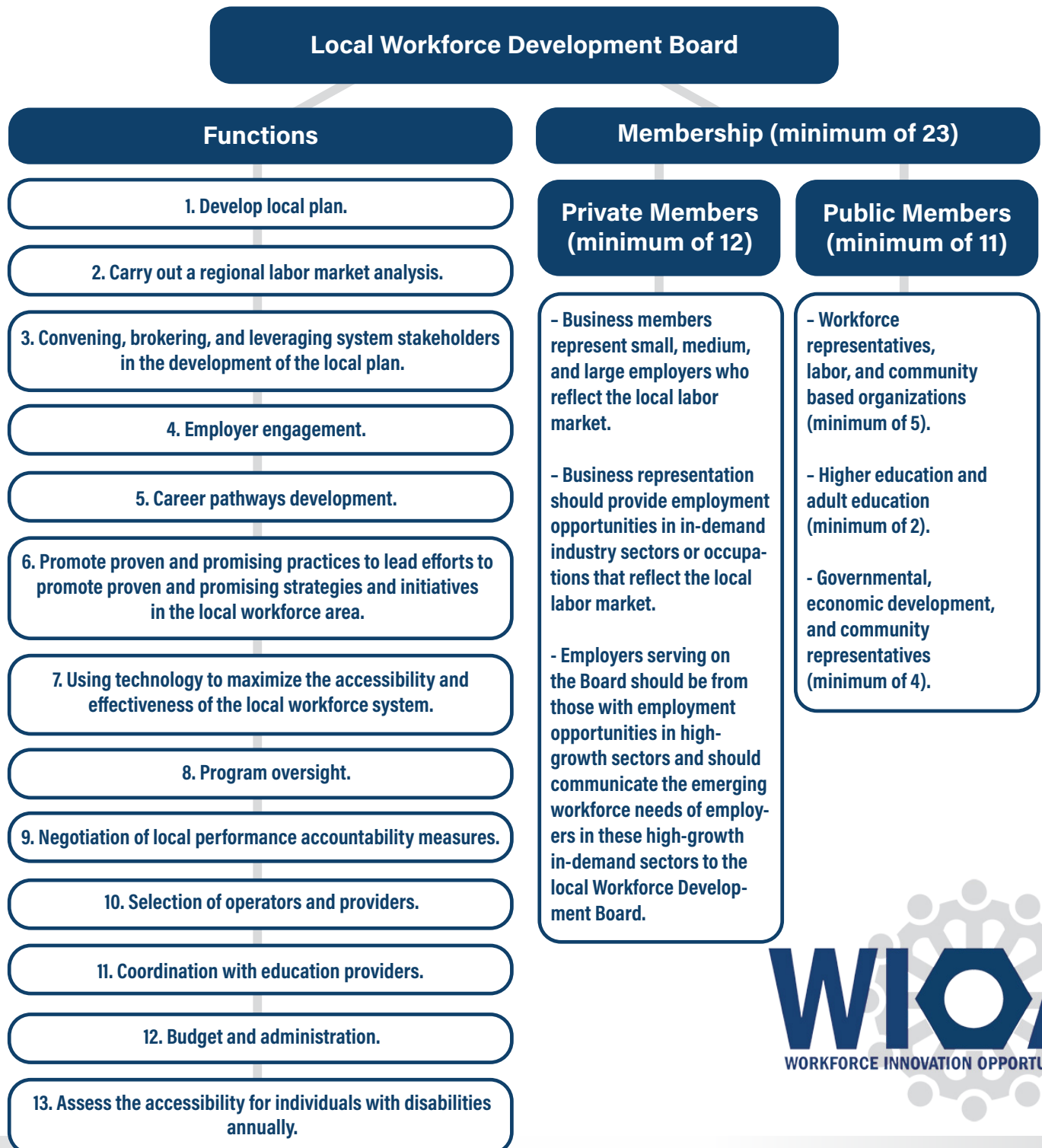
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BOARD MEMBERS	2022				2023			
PRIVATE SECTOR	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Matt Wheeler	P							
Kirk Dickson	A							
Travis O'Brien	P							
Mary Duncan	A							
Eugene Fremaux	P							
Patricia Trim	A							
Bruce Roberts	P							
Brandon Hillman	A							
Michael Barrett	P							
Amanda Simpson	A							
Shirley Maracus	A							
Leighton Allen	A							
PUBLIC SECTOR	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Clifton Starks	P							
Brent Moreland	P							
Matt LaFisca	P							
Julie Bass	P							
Fred Williams	A							
Jayda Spillers	A							
Joni Nelson	A							
David Rockett	A							
Marshetta Williams	P							
Teresa Hefner	P							
Michael Chamlee	P							

**A - Absent**

**P- Present**

## Workforce Development Board Structure





**SEVENTH PLANNING DISTRICT CONSORTIUM  
WORKFORCE DEVELOPMENT BOARD MEETING AGENDA**

**Friday, June 3, 2022, at 11:30 a.m. | The Every Warrior Center | Bossier City, LA**

<b>Call to Order and Welcome.....</b>	<b>Matt Wheeler</b> <i>Chairperson, Workforce Development Board</i>
<b>Pledge of Allegiance to the Flag .....</b>	<b>Brent Moreland</b> <i>Business Manager, IBEW Local 194</i>
<b>Invocation .....</b>	<b>Nicholas Olsen</b> <i>Program Manager of WIOA, CDC</i>
<b>Roll Call of Members and Introduction of Guests.....</b>	<b>Julie Moore</b> <i>Operations/Communications Manager, CDC</i>
<b>Public Comment.....</b>	<b>Matt Wheeler</b>
<b>Presentation from Ochsner (MA Program).....</b>	<b>Christina R. McKnight</b> <i>Senior Consultant, Workforce Development</i>
<b>Acknowledgment of the Resignation for Grant Recipient (SPPJ) and Acknowledgment of the Appointment of New Grant Recipient (RRPPJ) .....</b>	<b>Matt Wheeler</b>
<b>Approval of Minutes, March 18, 2022 Workforce Development Board Meeting .....</b>	<b>Matt Wheeler</b>
<b>Approval of Multi-Jurisdictional Consortium Agreement.....</b>	<b>Matt Wheeler</b>
<b>Approval of CEO and LWDB 70 Agreement .....</b>	<b>Matt Wheeler</b>
<b>Approval of Fiscal Agent Service Agreement.....</b>	<b>Matt Wheeler</b>
<b>Approval of Resolution for the LWDB 70.....</b>	<b>Matt Wheeler</b>
<b>Approval of Revised Memorandum of Understanding (MOU) Agreement .....</b>	<b>Matt Wheeler</b>
<b>Approval of LWDB 70 Policies .....</b>	<b>Matt Wheeler</b>
<b>Budget and Operating Statements .....</b>	<b>Candle Sattler</b> <i>Director of Workforce Development, CDC</i>
<b>Program Manager's Report.....</b>	<b>Nicholas Olsen</b>
<b>Assistant Program Manager's Report and WIOA Performance .....</b>	<b>Robin Dunlop</b> <i>Assistant Program Manager of WIOA, CDC</i>
<b>Business Services Report.....</b>	<b>Mark Colwick</b> <i>Business Services Representative, CDC</i>
<b>Monitor's Report.....</b>	<b>Craig Sheppert</b> <i>Senior Program Monitor / EO Coordinator, CDC</i>
<b>One-Stop Operator Report .....</b>	<b>Robin Berry</b> <i>One-Stop Operation Manager</i>
<b>Personal Financial Disclosure and Ethics.....</b>	<b>Candle Sattler</b>
<b>Other Business.....</b>	<b>Matt Wheeler</b>
<b>Adjournment .....</b>	<b>Matt Wheeler</b>

**Next Workforce Development Board Meeting - Friday, September 9, 2022**

**Location: The Every Warrior Center**

**4000 Viking Drive, Suite A, Bossier City, LA 71111**





## SEVENTH PLANNING DISTRICT CONSORTIUM WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Friday, March 18, 2022 at 11:30 a.m.

Every Warrior Center | Bossier City, LA

### SUMMARY OF MINUTES.

DETAILED MINUTES WERE EMAILED TO BOARD MEMBERS.

#### **I. Call to Order, Invocation, and Roll Call:**

Mr. Matt Wheeler, Chairperson, of the Seventh Planning District Consortium Workforce Development Board called the quarterly meeting to order at 11:39 a.m.

Mr. Brent Moreland said the Pledge of Allegiance to the Flag and Rev. Nicholas Olsen gave the invocation; Mrs. Julie Moore called roll; and Mrs. Randel Elliott operated and monitored the Zoom Teleconference.

Members in Attendance: Michael Barrett, Julie Bass, Michael Chamlee, Eugene Fremaux, Teresa Hefner, Matt LaFisca, Brent Moreland, Travis O' Brien, Bruce Roberts, Clifton Starks, Matt Wheeler, and Marshette Williams.

Members not in Attendance: Leighton Allen, Kirk Dickson, Mary Duncan, Brandon Hillman, Shirley Marcus, Joni Nelson, David "Rocky" Rockett, Amanda Simpson, Jayda Spillers, Patricia Trim, and Fred Williams.

Staff Attending: Mark Colwick, Julie Moore, Nicholas Olsen, Candle Sattler, and Craig Sheppert.

Zoom Attendance: Nada Attaway, Bridgette Clark, Jacques Las-seigne, Joni Nelson, David "Rocky" Rockett, Amanda Simpson, Jayda Spillers, and Brian Teegardin.

Other Guest Attending: Robin Berry, Bruce Busada, Randel Elliott, Christopher Occhipinti, and Lori Webb.

Approval of Minutes from the December 10, 2021 Meeting: Chairperson Wheeler informed the Board that the minutes were emailed out to all the Board members to be reviewed before the meeting. Chairperson Wheeler asked if anyone had any questions or changes to bring forward and there were none. Mr. Clifton Starks made a motion to accept the December 10, 2021, Meeting Minutes, with a second by Mr. Bruce Roberts. With no further discussion, the motion was called and approved unanimously by all the Board members. There were no abstentions or oppositions.

#### Budget and Operating Statements:

Chairperson Wheeler asked Mrs. Sattler to discuss the budget and operating statements. Mrs. Sattler asked the Board to turn to page eight and nine in their booklets to view the budget and operating statement. Mrs. Sattler stated that on the Operating Budget they had a total of \$5.6 million, spent \$1.8 million, leaving around \$3.7 million as of the end of January. Chairperson Wheeler asked Mrs. Sattler if there was going to be any revisions to the budget. Mrs. Sattler answered no that their budget was locked in and would be fine till the end of the program year, which was when they would revise the budget. Mrs. Sattler went over the Adult, Dislocated Worker, and Youth budget breakdowns in detail.

#### Program Manager's Report:

Chairperson Wheeler asked Mr. Olsen to give the program manager's report. Mr. Olsen asked the Board to turn to page 10 in their booklets to view his report. Mr. Olsen talked about how the previous quarter he had been inviting representatives from different training providers to give presentations at their weekly WIOA meetings, to keep communications up. Mr. Olsen stated that they had meetings with their partners NLTC, Durham Transport, and MedCerts, which allowed them to present and WIOA staff was able to ask questions. Mr. Olsen thanked Mr. Busada, stating that at the previous meeting the Board had questions for the State and Mr. Busada assisted in getting those questions answered. Mr. Olsen stated that the question, "When a youth graduated high school, when were they considered an out of school youth", was answered with as soon as they graduated, which was a favorable answer. Mr. Olsen stated that the question, "Could they write a contract with an organization to cover one single parish, or would they have to cover all 10 parishes", was answered with they could cover a single parish, which was also a favorable answer. Mr. Olsen talked about how they ended up having to restructure their youth department based on low enrollment numbers. Mr. Olsen stated that they went from two youth specialist covering five areas, to five youth specialists covering two areas. Mr. Olsen explained that the change in the youth department was being received well both externally and internally. Mr. Olsen stated that they did unfortunate loose some of their staff due to the changes in the youth department, but the new hires were doing a great job. Chairperson Wheeler made a statement that he believed the restructuring was going to be a positive change to the youth program, and how at previous meetings the need to improve their youth department was brought up multiple times, so he was excited to see how the new system was going to work. Mr. Olsen mentioned that he attended a meeting with the Ben D. Johnson Center (BDJ), BPCC, and CLTCC for the purpose of talking about how BDJ could improve their program and getting the participants of their program up to a livable wage. Mr. Olsen stated he felt the meeting with BDJ went well and they were still engaging in some back-and-forth discussion, but he wanted to update the Board on where they were so far. Mr. Olsen agreed and asked if anyone else had any questions or comments and no one did.

#### Adjournment:

There being no further business, Mr. Wheeler adjourned the meeting at 12:33 p.m.

#### Certification:

I, Julie Moore, Operations & Communications Manager, do hereby certify that the above and foregoing are the Minutes of the Seventh Planning District Consortium Workforce Development Board dated March 18, 2022. A quorum of members were present.

# BUDGET AND OPERATING STATEMENT

## DIVISION OF WORKFORCE DEVELOPMENT 2021-2022 BUDGET AS OF APRIL 30, 2022

### Revenue

	Budget	To Date	Balance
PY20/FY21	2,292,526	1,566,544	725,982
PY21/FY22	3,348,209	1,123,150	2,225,059
TOTAL	5,640,735	2,689,694	2,951,041

### Expenditures

Personnel			
Salaries	1,274,992	852,233	422,759
Fringe	465,467	375,805	89,662
TOTAL	1,740,459	1,228,805	512,421
Operating			
One-Stop Operator	98,000	73,749	24,251
Office Rent & Maint.	197,818	159,924	37,894
Equipment	21,269	22,359	(1,090)
Furniture	19,154	0	19,154
Office Supplies	65,780	50,012	15,768
Printing, Postage, Phone	54,560	38,669	15,891
Travel	26,410	36,637	(10,227)
Advertising	4,000	0	4,000
Professional Fees	168,989	122,520	46,469
Professional Dev.	6,496	0	6,496
Professional Member	1,723	610	1,113
Miscellaneous	8,374	4,840	3,534
TOTAL	672,573	509,320	163,253
Training			
Classroom Training	1,916,531	783,936	1,132,595
Work Based Training	670,627	63,378	607,249
Youth Incentives	97,242	33,425	63,817
Support Services	543,303	39,107	504,196
TOTAL	3,227,703	919,846	2,307,857
GRAND TOTAL	5,640,735	2,657,204	2,983,531

# BREAKDOWN ON TRAINING EXPENDITURES

## DIVISION OF WORKFORCE DEVELOPMENT AS OF APRIL 30, 2022

ADULT			
TRAINING	BUDGET	TO DATE	BALANCE
Classroom Training	754,481	522,298	232,183
On the Job Training/Apprenticeship	134,820	0	134,820
Support Services	119,436	26,161	93,275
Total	1,008,737	548,459	460,278

DISLOCATED WORKER			
TRAINING	BUDGET	TO DATE	BALANCE
Classroom Training	466,656	120,921	345,735
On the Job Training/Apprenticeship	65,750	0	65,750
Support Services	87,243	4,867	82,376
Total	619,649	125,788	493,861

YOUTH			
TRAINING	BUDGET	TO DATE	BALANCE
Classroom Training	695,394	140,717	554,677
Work Experience	470,057	63,378	406,679
Youth Incentives	97,242	33,425	63,817
Support Services	336,624	8,079	328,545
Total	1,599,317	245,599	1,353,718



# PROGRAM MANAGER REPORT



**WIOA Program Manager**  
Nicholas Olsen

## **Program Manager Report**

Our WIOA team participated in a companywide personality test, and then participate in a day of training related to the different personalities and how to work better with each other. Since the training, I have asked those who work in an office with multiple people to discuss the different styles of communication to further interpersonal growth, and cohesion in the offices. We will continue to discuss professional growth using the personality tests.

The new Youth Team formation continues to improve and progress forward. Our team meets once a week on Microsoft Teams to discuss policy and procedures, and any new best practices to put forth. We also meet once a month in person to build the team dynamic, which has proven to be time well spent in moving our goals further. At the beginning of the quarter when we met in person, we discussed the implementation of a youth orientation. At our last meeting we finalized the implementation of this orientation which we believe will have a stronger impact on meeting our performance measures moving forward.

I attended various in person and online meetings with industry and postsecondary partners furthering our partnership and discussing possible new opportunities. I met with the Natchitoches School Board and members of DeSoto Parish School Board to discuss the advantages of partnering with WIOA ISY and OSY program. Mark Colwick and I met with LRS to discuss further OJT opportunities which will hopefully be able to take shape in the next quarter. I met with a business representative from Plain Dealing to discuss in roads for youth opportunities. Our new youth staff member for that area and I will hopefully be exploring opportunities with them this summer.

# ASSISTANT PROGRAM MANAGER REPORT



**WIOA Assistant Program Manager**  
**Robin Dunlop**

## **Staffing and Case Management:**

At this time, all WIOA staffing positions have been filled and all WIOA staff members have completed initial new hire training. Program Specialists and I are working with new hires regularly to provide ongoing training and assistance as needed. Two Career Specialists, covering our highest volume areas (Lincoln/Bienville and Natchitoches/Sabine) focus specifically on applicants seeking to obtain a CDL. So far, this has allowed our Career Specialists the ability to provide more adequate, personalized, and specific services to participants in those areas. In addition to increasing productivity, this has prevented those same Career Specialists from becoming fatigued and overburdened with strenuous caseloads.

## **Training:**

It is our goal to continuously increase the effectiveness and efficiency of the WIOA program. Therefore, the WIOA management team has recognized the need for more in-depth training for all WIOA staff members. We have implemented monthly training sessions to be held in the Bossier Parish American Job Center, which began May 13th. These training sessions are intended to increase knowledge and awareness of specific policies and procedures, as well as provide a platform for staff members to collaborate and share best practices to build unity and organization across our 10-parish region.

# WIOA PERFORMANCE

## LWDA 70 PERFORMANCE MEASURES

The WIOA indicators calculated through PY 21-Q3 is reflected in the performance report provided by FutureWorks.

Most Recent Data Submitted: 4/20/2022

Most Recent Registration Date: 4/19/2022

Most Recent Exit Date: 4/7/2022

ALL PARTICIPANTS	EMPLOYMENT Q2		EMPLOYMENT Q4		CREDENTIAL		MEASURABLE SKILL GAINS	
	ACTUAL 57.11%	1084/1898	ACTUAL 55.85%	1351/2419	ACTUAL 66.31%	124/187	ACTUAL 67.33%	169/251
ADULT	100.31%		106.26%		102.44%		114.44%	
	ACTUAL 72.22% 65/90	GOAL 72.00%	ACTUAL 74.38% 90/121	GOAL 70.00%	ACTUAL 69.15% 65/94	GOAL 67.50%	ACTUAL 68.67% 103/150	GOAL 60.00%
DISLOCATED WORKER	87.65%		88.07%		115.99%		133.91%	
	ACTUAL 68.37% 67/98	GOAL 80.00%	ACTUAL 66.06% 72/109	GOAL 75.00%	ACTUAL 82.35% 42/51	GOAL 71.00%	ACTUAL 82.22% 37/45	GOAL 61.40%
YOUTH	83.88%		86.11%		79.86%		112.99%	
	ACTUAL 66.67% 38/57	GOAL 80.00%	ACTUAL 64.58% 31/48	GOAL 75.00%	ACTUAL 47.92% 23/48	GOAL 60.00%	ACTUAL 50.85% 30/59	GOAL 45.00%
WAGNER PEYSER	92.21%		87.97%					
	ACTUAL 56.25% 1017/1808	GOAL 61.00%	ACTUAL 55.42% 1293/2333	GOAL 63.00%				

# LABOR MARKET INFORMATION

**HiRE DATA**  
07/01/2021 - 05/26/2022

SUMMARY	TOTAL
<b>INDIVIDUAL AND TOTAL SERVICES</b>	
Individuals that Registered	17,898
Individuals that Logged In	20,370
Distinct Individuals Receiving Services	7,837
Services Provided to Individuals	67,650
Staff Assisted Referrals to Providers	15

<b>LABOR EXCHANGE SERVICES</b>	
Individuals Virtual Recruiters Created	1,210
Resumes Added	1,600
Internal Job Orders Created	5,223
Internal Job Referrals	10,279
External Job Referrals Created	21,315

<b>EMPLOYER SERVICES</b>	
Services Provided Employers	6,035

<b>WAGNER PEYSER PROGRAMS (WP) INFORMATION</b>	
WP - Completed Applications	4,256
WP - Participants	2,300
WP - Exited Cases	2,133

<b>WORKFORCE INNOVATION &amp; OPPORTUNITY ACT (WIOA) PROGRAM INFORMATION</b>	
WIOA - Completed WIOA Applications	211
WIOA - Closed Never Enrolled Applications	94
WIOA - Participants	185
WIOA - Exited	226
TAA - Total Applications	8
TAA - Total Participants Created	5
TAA - Exits Created	9

# LABOR MARKET INFORMATION

## CONTINUED

### PY 20-21 NEW ENROLLMENTS

JULY 2020 - 13 | AUGUST 2020 - 23 | SEPTEMBER 2020 - 22 | OCTOBER 2020 - 32 | NOVEMBER 2020 - 24  
 DECEMBER 2020 - 14 | JANUARY 2021 - 22 | FEBRUARY 2021 - 19 | MARCH 2021 - 28  
 APRIL 2021 - 19 | MAY 2021 - 16 | JUNE 2021 - 30

### PY 21-22 NEW ENROLLMENTS

JULY 2021 - 6 | AUGUST 2021 - 28 | SEPTEMBER 2020 - 10 | OCTOBER 2021 - 13 | NOVEMBER 2021 - 13  
 DECEMBER 2021 - 12 | JANUARY 2022 - 25 | FEBRUARY 2022 - 5 | MARCH 2022 - 21 | APRIL 2022 - 22

### ACTIVE PARTICIPANT ENROLLMENTS IN LWDA 70 PY 20-21 AS OF MAY 26, 2022

Bienville American Job Center (Satellite) - 16	Bossier American Job Center - 52	Balance of Caddo American Job Center - 19	DeSoto/Red River American Job Center - 62
Lincoln American Job Center - 59	Natchitoches American Job Center - 49	Sabine American Job Center - 32	Webster/Claiborne American Job Center - 36

### SNAPSHOT OF LWDA 70 REGIONAL LABOR MARKET AREA AS OF MAY 26, 2022

Jobs Available	Monthly Job Count	Candidates Available	Candidates Per Job
9,263	15,491	16,658	1.8

### ADVERTISED JOB CERTIFICATIONS TABLE

Rank	Advertised Certification Group	Advertised Certification Sub-Category	Job Opening Match Count
1	(AHA) CPR & First Aid Certifications	Nursing	3,022
2	Nursing Credentials and Certifications	Nursing	2,863
3	Commercial Driver's License (CDL)	Ground Transportation	797
4	Social Worker Credentials & Certifications	Social and Human Services	161
5	National Board for Respiratory Care (NBRC)	Med. Treatment & Therapy	96
6	American Ins. of CPAs (AICPA) Certs.	Financial Specialists	82
7	Nat. Reg. of Emerg. Med. Tech. (NREMT)	Fire Rescue	62
8	State Licensed Counselors	Counseling	55
9	Northwest Lineman College Certifications	Utilities Install and Repair	54
10	(ASCP) Certifications	Laboratory and Research	54

The table above shows the top advertised certification groups found in job openings advertised online in Seventh Planning Dist Consortium LWIA, LA in April 2022.



# LABOR MARKET INFORMATION

## CONTINUED

### EMPLOYERS BY NUMBER OF JOB OPENINGS TABLE

Rank	Employer Name	Job Openings
1	CHRISTUS Health	552
2	Caddo Parish School Board	299
3	Oshsner Health System	266
4	Willis-Knighton Health System	218
5	Sonic Corp.	192
6	Carrols Corporations	162
7	McDonald's Corporation	134
8	LHC Group, Inc.	112
9	Bossier Parish Schools	104
10	Louisiana Department of State Civil Service	97

The table above shows the employers with the highest number of job openings advertised online in Seventh Planning Dist Consortium LWIA, LA on May 25, 2022.

### INDUSTRIES BY ADVERTISED JOBS TABLE

Rank	Industry	Job Openings
1	Health Care and Social Assistance	2,074
2	Accommodation and Food Services	883
3	Educational Services	655
4	Retail Trade	640
5	Admin. & Support and Waste Man. and Remediation Services	469
6	Manufacturing	320
7	Professional, Scientific, and Technical Services	285
8	Transportation and Warehousing	274
9	Wholesale Trade	212
10	Unclassified	2,381

The table above shows the industries with the highest job openings advertised online in Seventh Planning Dist Consortium LWIA, LA on May 25, 2022.

### EMPLOYMENT WAGE STATISTICS

	Number of Employees	Average Hourly Wage	Average Weekly Wage	Average Annual Wage
LWDA 70	214,876	\$23.73	\$949	\$49,348
Louisiana	1,850,482	\$28.55	\$1,142	\$59,384

### LABOR FORCE, EMPLOYMENT, AND UNEMPLOYMENT DATA

	Civilian Labor Force	Employed	Unemployed	Unemployment Rate
LWDA 70	169,875	164,629	5,246	3.1%
Louisiana	2,097,026	2,016,359	80,667	3.8%

# LABOR MARKET INFORMATION

## CONTINUED

### LOUISIANA'S UNEMPLOYMENT INSURANCE CLAIMS FOR WEEK ENDING 03/05/2022

The initial unemployment insurance claims for the week ending May 15, 2022, increase to 1,739 from the week ending May 7, 2022, total of 1,692. For a comparison, during the week ending May 15, 2021, 6,327 initial claims were filed.

The unemployment insurance continued claims for the week ending May 15, 2022, increase to 9,646 from the week ending May 7, 2022, total of 9,525. For a comparison, during the week ending May 15, 2021, 51,726 initial claims were filed.

### WEEKLY CLAIMS DATA

	Current	Prior Week	Prior Year
Week Ending Dates	5/14/2022	5/7/2022	5/15/2021
<b>Program</b>			
Initial Claims	1,739	1,692	6,327
Continued Claims	9,646	9,525	51,726
Insured Unemployment Rate	0.6	0.6	2.8
<b>UCFE Program</b>			
Initial Claims	0	4	3
Continued Claims	57	52	106
<b>UCX Program</b>			
Initial Claims	1	3	2
Continued Claims	15	13	21
<b>Total Claims, All Programs</b>			
Initial Claims	1,740	1,699	6,332
Continued Claims	9,718	9,590	51,853

#### Definitions:

*UI - Regular Unemployment Insurance applicable to unemployed workers in employment covered under the Louisiana employment security law.*

*UCFE - Unemployment Compensation for Federal Civilian Employees.*

*UCX - Unemployment Compensation for ex-service members.*

*Initial Claim - A new claim filed to open a claim for unemployment compensation.*

*Continued Claim - Each week claimed subsequent to the filing of the initial claim for a week of Unemployment Compensation.*

*Provided by Louisiana Workforce Commission*

# BUSINESS SERVICE REPRESENTATIVE REPORT



**WIOA Business Service Representative**  
**Mark Colwick**

As part of implementing our new strategy to develop industry sector partnerships, Business Services started combining work-based training models, particularly registered apprenticeships, with OJT. Our initial endeavor has been involved in partnering with the Shreveport Electrical Joint Apprenticeship & Training Committee (JATC) as well as electrical contracting employers in our area. First-year applicants to the JATC program would apply for WIOA to determine their eligibility for OJT as well as supportive services (books, materials, toolkits, etc.). Upon achieving WIOA eligibility and being selected for the JATC program, the applicants become apprentices and are placed with electrical contractors with which Business Services has subsequently secured OJT contracts. Since the JATC registered apprenticeship program combines OJT with academic instruction, these apprentices have the opportunity to “earn as they learn” by being compensated for working on the job while receiving related classroom instruction over a five-year period. With anticipated success of aligning the JATC registered apprenticeship program with OJT, Business Services expects to cultivate a talent pipeline of electricians annually since the JATC program will continuously have a new cohort of first-year applicants.

In addition to uniting with the JATC program, Business Services has also begun to collaborate with our training providers, namely career colleges and truck driving schools where our WIOA participants are enrolled, to identify employers that could potentially be a match for our OJT program. Our goal is to locate job placement opportunities upon graduation for our participants, which are also their students, and connect them to employers while utilizing our OJT program.

Moving forward, Business Services plans to make apprenticeships a part of a talent development systems approach for other industry sectors to provide long-term sustainability of our programs, specifically OJT. We will also continue to participate in community events and career fairs to advocate our programs and to explore additional OJT possibilities with employers.

ACTIVE CONTRACTS				
PARISH	COMPANY	JOB TITLE	OJT POSITION	WAGE/HOUR
Caddo	Trust Technology Consultants, LLC	Technician 1	1	\$15.00
PROCESSING CONTRACTS				
PARISH	COMPANY	JOB TITLE	OJT POSITION	WAGE/HOUR
Caddo	Benteler Steel	ET Auto. Technician	1	\$25.75
Caddo	Caddo Elect. Con., LLC	Con. Wireman/App.	1	\$15
Caddo	Camus Electric Co., Inc.	Con. Wireman/App.	1	\$15
Caddo	Feazel Elect. Con., Inc.	Con. Wireman/App.	1	\$15
Bossier	Wilhite Electric Co., Inc.	Con. Wireman/App.	1	\$15
Bossier	Imperial Trading Co.	Dist./Warehouse Assoc.	1	\$18

# YOUTH REPORT



**Youth Program Specialist: Shelley Petro**

**Report Period: 4th Quarter**

**Parishes Served: Bossier/Caddo**

## **PY'21 Performance**

<b>New Enrollments:</b> 4
<b>Dates Covered for New Enrollments:</b> 3/1/22 – 5/24/22
<b>Total Participants Enrolled PY21:</b> 19
<b>Total Participants Exited PY21:</b> 10
<b>Total in WEX PY 21:</b> 0
<b>Total in Follow up:</b> 17
<b>Total Active Participants Per Parish:</b> Bossier (27)   Caddo (9)

## **Outreach/Network Events**

Meeting with Mrs. Sharon Fields-Lair, LWC, to discuss reaching youth in communities
Families in Need of Services (FINS) Meeting at the Caddo Juvenile Court - partnership
LSUS Job Fair - recruiting event
Attended Juvenile Court with the Families in Need of Services (FINS) - partnership
Caddo Career and Technical Center - Job Fair - recruiting event

# YOUTH REPORT



**Youth Program Specialist: LaShanta Bradford**

**Report Period: 4th Quarter**

**Parishes Served: Webster/Claiborne**

## PY'21 Performance

<b>New Enrollments:</b> 0
<b>Dates Covered for New Enrollments:</b> 3/1/22 – 5/25/22
<b>Total Participants Enrolled PY21:</b> 6
<b>Total Participants Exited PY21:</b> 0
<b>Total in WEX PY 21:</b> 3
<b>Total in Follow up:</b> 9
<b>Total Active Participants Per Parish:</b> Webster (12)   Claiborne (5)

## Outreach/Network Events

03/04/2022 - Fast Forward Technical Assistance Meeting at Bossier Parish School of Technology & Innovation
03/09/2022 - Meeting with Mrs. Sharon Fields-Lair, LWC, to discuss reaching youth in communities
03/16/2022 - Camp Minden YPC Recruitment
03/29/2022 - Job Fair & Career Expo at Northwest Louisiana Technical College (Minden)
04/14/2022 - Caddo Career & Technology Job Fair at Caddo Career & Technology Center
05/12/2022 - Recruitment at Northwest Louisiana Technical College (Minden) for CDL
05/23/2022 - WEX internship meeting at Claiborne Memorial Medical Center



# YOUTH REPORT



**Youth Program Specialist: Morgan LaCaze**  
**Report Period: 4th Quarter**  
**Parishes Served: Natchitoches/Sabine**

## PY'21 Performance

<b>New Enrollments:</b> 2
<b>Dates Covered for New Enrollments:</b> 3/1/22 – 5/23/22
<b>Total Participants Enrolled PY21:</b> 12
<b>Total Participants Exited PY21:</b> 0
<b>Total in WEX PY 21:</b> 2
<b>Total in Follow up:</b> 25
<b>Total Active Participants Per Parish:</b> Natchitoches (16)   Sabine (14)

## Outreach/Network Events

03/09/2022 - Meeting with Mrs. Sharon Fields-Lair, LWC, to discuss reaching youth in communities
04/21/2022 - Natchitoches Job Fair at Ben D Johnson educational center
04/28/2022 - Met with Natchitoches Parish School Board Superintendent and director of Counselors
05/04/2022 - Met with Mayor & city officials to discuss partnering for the Natchitoches City Summer Job program
05/10/2022 - Met with Chelsea Calhoun (counselor of Natchitoches Parish Technical and Career Center) to discuss the benefits of the WIOA program for her students
05/17/2022 - Natchitoches City Summer Job program orientation

# YOUTH REPORT



**Youth Program Specialist: Evis Everhart**  
**Report Period: 4th Quarter**  
**Parishes Served: DeSoto/Red River**

## **PY'21 Performance**

<b>New Enrollments: 3</b>
<b>Dates Covered for New Enrollments: 3/1/22 – 5/24/22</b>
<b>Total Participants Enrolled PY21: 15</b>
<b>Total Participants Exited PY21: 0</b>
<b>Total in WEX PY 21: 0</b>
<b>Total in Follow up: 9</b>
<b>Total Active Participants Per Parish: DeSoto (14)   Red River (1)</b>

## **Outreach/Network Events**

03/09/2022 - Meeting with Mrs. Sharon Fields-Lair, LWC, to discuss reaching youth in communities
04/27/2022 - WIOA Student Opportunity Meeting at Mansfield High school
05/19/2022 - Caddo and Bossier Career Fair

# YOUTH REPORT



**Youth Program Specialist: Natalie O'Rourke**

**Report Period: 4th Quarter**

**Parishes Served: Lincoln/Bienville**

## **PY'21 Performance**

<b>New Enrollments: 1</b>
<b>Dates Covered for New Enrollments: 3/1/22 – 5/24/22</b>
<b>Total Participants Enrolled PY21: 9</b>
<b>Total Participants Exited PY21: 0</b>
<b>Total in WEX PY 21: 0</b>
<b>Total in Follow up: 6</b>
<b>Total Active Participants Per Parish: Lincoln (12)   Bienville (3)</b>

## **Outreach/Network Events**

03/09/2022 - Meeting with Mrs. Sharon Fields-Lair, LWC, to discuss reaching youth in communities

# PROGRAM MONITOR REPORT



**WIOA Senior Program Monitor**  
**Craig Sheppert**



**WIOA Program Monitor**  
**Linda Hines**

## **WIOA Participants Attending Louisiana Technical Colleges in Region 7 – Report issued March 15, 2022**

There are four Louisiana Technical Colleges located in our region: Bossier Parish Community College, Central Louisiana Technical Community College with campuses in Natchitoches and Many, Northwest Louisiana Technical Community College with campuses in Shreveport, Minden, and Mansfield, and Louisiana Delta Community College in Ruston.

In Program Year 2020, we issued Individual Training Accounts to forty WIOA participants to attend a variety of vocational training programs at these campuses. In March, Linda and I did a review of these forty participants' training completion and activity status based on information we found in their HiRE entries.

We found that fourteen participants had successfully completed their training, thirteen were still active in training, twelve had dropped out from their training (that's a noncompletion rate of 30%), and one participant's training completion status was undetermined.

Of these forty participants, seven were Youth working toward completing a high school equivalency diploma, or the HiSET. Four of these seven Youth had obtained their high school equivalency diploma with three continuing their education by enrolling in a vocational training program. Two Youth had dropped out from their HiSET classes with one still actively attending classes.

We also looked at the employment status of eight participants who had successfully completed their training and had case closures in HiRE. We found that four of these eight participants were employed at the time of their case closure – all with training related jobs.

Last, we looked at post-exit follow-up activities for six participants who had been exited from the WIOA program. We found that no follow-up activity or contacts had been made for only two of these six participants. One of the purposes of post-exit follow-up is to try and obtain information on the participant's employment status or to see if they need assistance in finding employment.

# PROGRAM MONITOR REPORT

## CONTINUED

### **Dislocated Worker Program Eligibility – Unlikely to Return to Previous Industry or Occupation of Employment – Report Issued March 23, 2022**

One of the eligibility criteria for an applicant to receive training services through the Dislocated Worker program is to be receiving or have exhausted unemployment insurance benefits and to be unlikely to return to their previous industry or occupation of employment which is, in most cases, the job they were terminated or laid-off from.

Linda and I decided to take a closer look at how our case managers were going about evaluating that an applicant was unlikely to return to their previous industry or occupation of employment. To do this, we selected files for thirteen of our Dislocated Worker participants to see if a standard form had been completed for each participant. The form was designed some time ago to collect information from the applicant concerning their job of dislocation, or the job they were laid-off or terminated from, and if job openings for the same or similar occupation could be found in Louisiana Star Jobs. We found that the form had been completed for all but one of the thirteen Dislocated Worker participants.

The information recorded in the forms varied considerably depending primarily on which of our case managers completed the form. However, we noted that for six of the thirteen participants, job openings similar to the job they were laid-off or terminated from were identified in Louisiana Star Jobs. In these instances, most of the participants stated that they wanted to pursue a different career or occupation and were seeking WIOA financial assistance to do so.

### **Second Post-Exit Quarter Employment Status for Dislocated Worker Participants**

As you know, we provide Board members with information on how we are doing in meeting our negotiated goals for the WIOA performance measures. One measure that we have not done well with for the first two quarters of this program year is the Dislocated Worker Employment Q2 measure – the percentage of our Dislocated Worker participants who are employed during their second post-exit quarter.

Through FutureWork Systems, a private company that contracts with the Department of Labor, we receive information each month on how we are doing in meeting our performance goals. One useful feature available through FutureWork Systems' website is a "Predictive Roster". The Predictive Roster is kind of a way of giving us a "heads up" – it identifies participants who will be included in a performance measure's calculations at a future date – either for the current program year or the following program year.

Through a Predictive Roster, Linda and I identified twenty-six Dislocated Worker participants whose outcome for the Employment Q2 measure will be reported during the last quarter of this program year.

We then looked in HiRE to see if these twenty-six participants' second post-exit quarter follow-up had been completed by a staff member. If contact can be made with a participant, information can be obtained on their employment status – have they been working during the second post-exit quarter. If they are, hopefully this employment will also appear on a wage record.

Here's what Linda and I found: No follow-up contact activity had been completed for seven participants. Through follow-up contacts and other sources, twelve participants were found to be employed during their second post-exit quarter. For the remaining seven participants, a staff member was unable to make contact despite several efforts or contact was made with the participant and they were found to be unemployed.

We reviewed these results with Candle, Nicholas, and Robin to determine if any additional follow-up activities should be undertaken for the twenty-six Dislocated Worker participants.



# ONE-STOP OPERATOR REPORT



**One-Stop  
Operations Manager**  
**Robin Berry**

High priority goals this quarter included continued outreach and event coordination for partners of the One-stop, furthering the interaction of community partners, working to engage partners with the American Job center programs, working with the Workforce Development Board Director regarding reallocation of the Memorandum of Understanding, and negotiating the Infrastructure Funding Agreement (IFA).

Outreach and Events included:

- Bossier Parish Library Outreach
- Ben D. Johnson Think Tank Meeting
- Sabine Parish Site Visit
- Active Recovery Open House
- Minden Chamber Career Fair/Webster Site Visit
- Caddo Career & Technology Center Career Fair
- Bossier Veteran & Spouse Job Fair
- Caddo Office Site Visit
- Resource Fair Bossier Parish Library
- Natchitoches/Sabine Job & Resource Fair
- Families In Need of Services-Caddo
- Desoto Parish Schools Meeting
- Natchitoches Parish Schools Meeting
- Youth Summer Employment Program-City of Natchitoches Meeting
- Caddo Parish Truancy Court Meeting
- WIOA Recruiting Event-Mansfield High School
- LWDA 70 Community Partner Meeting
- BPCC IFA Meeting
- Judge Natalie Howell Meeting at the One-stop
- Caddo/Bossier Career Fair
- Natchitoches Community Partner Meeting
- Unite Us Training at the One-stop

Bossier Parish Community College will soon begin hosting Career Readiness Workshops at the Bossier American Job Centers. These workshops will include topics such as Resume Writing and Interviewing Skills. Dates are to be determined.

Desoto Parish School Board partnered with the American Job Center and Louisiana Workforce Commission for a WIOA Recruiting Event. This fruitful event resulted in multiple applications.

Joint efforts resulted in the City of Natchitoches partnering with WIOA for the Summer Work Experience Program. Youth will have the opportunity to gain skills and earn wages while participating in this program.

Goals for this upcoming quarter include:

I plan to cross-train staff in coordination with community partners to streamline service delivery and create referrals.

Increase foot traffic in the American Job Center by hosting community events and training seminars.

I plan to continue collaborating with partners, comply with the Workforce Development Board, assist with outreach efforts, and implement our region's quality and continuous improvement principles.

# **RAPID RESPONSE SERVICES**

Rapid Response is an early intervention outplacement service offered to workers affected by major layoffs and plant closings. Rapid Response provides early intervention seminars to inform affected employees on how to access a variety of valuable services. The goal of the program is to transition workers into re-employment as quickly as possible. These include reemployment services, retraining services, readjustment services, and other appropriate assistance to workers affected by layoffs. Rapid Response services are offered as a group activity at no cost to the employer or the participating employees.

For further information, you may contact the State Rapid Response Coordinator Andre France (225)342-2918, or Local Rapid Response Coordinator Steve Posey at 318-741-7193, or [sposey@lwc.la.gov](mailto:sposey@lwc.la.gov).

## **LOUISIANA WARN NOTICES** **As of May 12, 2022**

Company Name	Notice Date	Layoff Date	Employees Affected	Industry
Ready Responders, Inc 1320 Magazine St. Ste 203 New Orleans, LA 70130	1 3/10/22	2/18/22	12	Healthcare
Morrison Healthcare Food Services 309 Jackson St. Monroe, LA 71201	3/23/22	5/31/22	79	Food Service Contractors
Crothall Healthcare 180 West Esplanade Ave Kenner, LA 70065	4/7/22	6/7/22	61	Janitorial Services
Baton Rouge International School 1015 Auto Plex Drive Baton Rouge, LA 70809	4/8/22	7/31/22	70	Education



# WIOA SUCCESS STORIES



## **Francisco Bell**

Mr. Bell initially visited the office to request assistance to obtain a Class A CDL license. Mr. Bell stated that he wanted job security, employment where he could travel and higher income than minimum wage.

After eligibility determination as a WIOA Adult, Mr. Bell was provided services of an Initial Assessment, Comprehensive Assessment through TABE, Individualized Employment Plan, and Supportive Service for travel reimbursements to training. All of the services led Mr. Bell to completing training successfully and gaining occupational skills.

Services rendered at the AJC allowed Mr. Bell to attend training at Diesel Driving Academy and receive the skills needed to pass tests then obtain his Class A CDL. The new license opened doors for Mr. Bell to complete his goal of gaining employment as an Over The Roaddriver, with travel opportunities and a self-sufficient income.

Mr. Bell stated that he benefited visiting the AJC because he felt his WIOA Career Specialist saw that he was serious about a new career path. Mr. Bell says that WIOA enrollment allowed him to achieve what he has always wanted to become ever since he was 18 years old.



# WORKFORCE EVENTS AND AREA UPDATES

## JOB FAIRS, RECRUITING EVENTS, AND OTHER UPDATES

### **Save the Children Recruiting Event**

The Louisiana Workforce Commission hosted a recruiting event on March 30, 2022 from 9:00am to 2:00pm at the Natchitoches American Job Center. This event helped people find their next career in childcare. Available positions included: Head Start Teacher, Early Head Start Teacher, Family Service Coordinator, Child safeguarding Advisor, Teacher Assistant, Program Aide, and Custodian.

### **Bossier City Veterans Job Fair**

Louisiana Workforce Commission hosted a job fair at the Bossier Civic Center on April 12, 2022 from 10:00am to 2:00pm. The Mobile Workforce Center came to Bossier City for a Veterans Job Fair. The MWC provided workforce assistance and resources.

### **Inner Parish Security Corporation (IPSC) Recruiting Event**

The Louisiana Workforce Commission, and American Job Center Network hosted a Recruiting Event on April 28, 2022 from 9:00am to 12:00pm at the Caddo American Job Center. IPSC was hiring for multiple full-time and part-time positions and included benefits, LA Guard License was required.

### **Flying Heart Brewing & Pub Hiring Event**

The Louisiana Workforce Commission and the Natchitoches American Job Center hosted a hiring event on May 3, 2022 from 10:00am to 2:00pm at the Natchitoches American Job Center. Positions that were available at Flying Heart Brewing & Pub were: kitchen - \$10.00, dishwasher - \$9.50, support staff (busser/host/food runner) - \$9.50, bar (night and day for starters) - \$5.00 plus tips, and servers - \$2.25 plus tips.

### **Elite Business Resources Job Fair**

The Louisiana Workforce Commission hosted a Job Fair on May 3, 2022 from 9:00am to 12:00pm at 2121 Fairfield Ave., Suite 100, Shreveport, LA 71104.

### **Caddo & Bossier Career Fair**

The Louisiana Workforce Commission, The Coordinating & Development Corporation, American Job Center Network, and LSUS Shreveport hosted a career fair on May 19, 2022 from 10:00am to 2:00pm. People came to meet with employers from a variety of industries, including: Bossier Sheriff Office, Gordon Inc., Coca Cola Bottling Company United, PeopleReady, Fibrebond, Cactus Wellhead, International Paper, Brentwood Hospital, Winn Correctional Center, and more!

### **Answering Behavioral Interview Questions**

The Louisiana Workforce Commission and Hope Central are hosted a Virtual Webinar on May 31, 2022 from 11:00am to 12:00pm. Behavioral interview questions ask candidates to share examples of specific situations they've been in where they had to use particular skills. This webinar taught people how to prepare for behavioral interview questions with ease.

### **Preparing Teenagers for Summer Work**

The Louisiana Workforce Commission and Hope Central are hosting a Virtual Webinar on June 29, 2022 from 1:00pm to 2:00pm. They will discuss programs, jobs, and career paths to help teens learn new skills and earn money during the summer months and beyond.

# WORKFORCE TRAINING PROGRAMS

## Adult and Dislocated Worker Program

CDC provides classroom training services for adults, youth, and dislocated workers through the American Job Centers located in each parish of our ten-parish area. Customers use an Individual Training Account (ITA) to determine the type training and which training provider best fits their needs. WIOA funds pay for all the costs associated with their training, including tuition, books, supplies, and uniforms.

## Youth Program

The intent of the WIOA Youth Program is to coordinate and facilitate services for disadvantaged youth ages 17-24 to help them maximize their potential through education, leadership training, and work experience while also providing mentoring and follow-up services. We are currently focusing on our Youth Work Experience Program and serving youth who have dropped out of high school and that are unemployed. WIOA provides resources for these youth to complete the HiSET Program and obtain entry level employment.

## On-the-Job Training Program

Region's 7's LWDA's utilize On-the-Job Training (OJT) program as the methods of service delivery to local businesses. The OJT Program addresses the needs of businesses for short-term experiential training. The Region 7 LWDA's also offer customized training tailored to specific industry requirements. Business Service Representatives are in contact with local businesses and is very familiar with the services offered through Region 7's LWDA's. The Business Representative is an excellent source of referral for WIOA clients for the OJT or customized training components. The region utilizes Workkeys and other interest and aptitude assessments as the common assessment instruments for WIOA clients. The region has attempted to make the assessment process as customer-friendly as possible by offering the assessment every day as needed. This allows the client to fit the process to their schedule thus making for an efficient and streamlined assessment. It assists an employee who may not possess the skills needed for a job with a chance to learn a new job while earning an income. It also allows an employer a chance to train an employee with less expense to the employer.





# OTHER WORKFORCE TRAINING PROGRAMS



## **Region 7 and Shreveport Area Electrical JATC Apprenticeship Program:**

In 2015, both Local Workforce Development Areas in Region 7 began discussions with staff from Shreveport's JATC Electrical Apprenticeship Program (IBEW Local 194) on how WIOA funds might be used to help pay the training expenses of new apprentices. After several meetings, a coordination plan was developed that was successfully implemented. A WIOA eligibility pre-screening form was developed by LWDA 70 and LWDA 71 and was made available to applicants accepted for the Electrical Apprenticeship program. Completed pre-screening forms were forwarded to the administrative offices of LWDA 70 and 71. Through this process, new apprentices were identified as being eligible for WIOA adult and dislocated worker training services. WIOA funds have been used to purchase standard tool kits, textbooks, personal protective equipment, and workbooks for these apprentices at a cost of approximately \$1,000 each. WIOA funds will also be used to reimburse the new apprentices for the purchase of work boots needed for when they complete the classroom component of their training and begin their jobs as apprentice electricians. Through the work of staff from LWDA 70, LWDA 71, and the Shreveport Area Electrical JATC, WIOA participants are being prepared to enter careers as electricians, a demand occupation in Region 7 offering an average income of \$42,000 a year.

## **Legacy Youth Workforce Development Program:**

Ben D. Johnson Education Center Legacy Youth Workforce Development Program in Natchitoches conducts a 12-week program with 4-week externship that provides classroom learning and hands-on training. The training includes culinary skills, SERV Safe certification, customer service, job readiness, and support and referrals, to resources to help youth overcome barriers to employment. To learn more visit [www.bdjcenter.org/lywdp](http://www.bdjcenter.org/lywdp).

## **Incumbent Worker Training Program (IWTP):**

The Incumbent Worker Training Program (IWTP) is a partnership between the Louisiana Workforce Commission (LWC), business and industry, and training providers. It is designed to benefit business and industry by assisting in the skill development of existing employees and thereby increasing employee productivity and growth within the company. These improvements are expected to result in the creation of new jobs, the retention of jobs that otherwise may have been eliminated, and an increase in wages for trained workers. The program is funded by unemployment insurance tax contributions.

# ANNUAL PERSONAL FINANCIAL DISCLOSURE

## General Information:

You are required to file a Tier 2.1 Personal Financial Disclosure Statement if you are a member (or designee) of a board or commission that has the authority to expend, disburse, or invest \$10,000 or more of funds in a fiscal year, members of the State Civil Service Commission and the Louisiana Stadium and Exposition District Board of Commissioners, and the executive director or person holding the equivalent position of each state and statewide retirement system.

## Board or Commission shall mean:

- A board or commission (and like entity) created by law or executive order that is made a part of the executive branch, or that is placed in an executive branch department or in the office to the governor or lieutenant governor by law or executive order.
- A board, commission (and like entity) created by the constitution, by law, by a political subdivision, or jointly by two or more political subdivisions as a governing authority of a political subdivision within the state or local government.

## Board or Commission shall not mean:

- The governing authority of a parish.
- Any board or commission that governs a political subdivision created by a single parish governing authority of a parish with a population of 200,000 or less, or any sub-district of such a political subdivision.
- The governing authority of a municipality.
- Any board or commission that governs a political subdivision created by a single municipal governing authority of a municipality with a population of 25,000 or less, or any sub-district of such a political subdivision.
- A board of directors of a private nonprofit corporation that is not created by law.

You are required to file a financial disclosure statement on or before **May 15** of each year, you hold office, AND by **May 15** of the year following the termination of the holding of such office. You are only required to complete schedules that are applicable to your personal financial status. If additional copies of the schedules are needed, copies are available at [www.ethics.la.gov](http://www.ethics.la.gov).

If you hold another office that requires you to file a financial disclosure statement, you are only required to file one financial disclosure statement. The financial disclosure statement shall be filed under the highest tier. Tier levels (highest to lowest): Tier 1, Tier 2, Tier 2.1, Tier 3. You may not request an extension to file your personal financial disclosure statement. If your holding of office ends in January, you may file your “final” personal financial disclosure statement for the days served in January, if the disclosure statement is filed on or before May 15 of the year in which your service ends. By filing this “final” personal financial disclosure statement, you are not required to file the year following the termination of the holding of such office.

## Louisiana Board of Ethics:

**Post Office Box:** 4368 Baton Rouge, Louisiana 70821  
For additional information, call our office at (225) 219-5600 or visit our website <http://www.ethics.la.gov/>, and view the *Disclosure-Frequently Asked Questions* section or the information sheets provided under *General Information – Publications*.

Acceptable methods for filing a personal financial disclosure statement:

**Fax:** (225) 381-7271

**Mail:** Board of Ethics, Post Office Box 4368, Baton Rouge, Louisiana 70821

**Commercial or Hand-delivery:** 617 North Third Street, LaSalle Building, Suite 1036, Baton Rouge, LA 70802

**Upload via agency website:** [www.ethics.la.gov](http://www.ethics.la.gov) (PDF file format only)

**Electronic Filing:** Instructions for electronic filing are on the agency website: <http://www.ethics.la.gov/>

To print a copy of The Personal Financial Disclosure Form go to: <http://ethics.la.gov/Pub/FinDiscl/F417f.pdf>



# END OF YEAR - ETHICS TRAINING

Beginning January 1, 2012, anyone deemed a “public servant” will be required, on an annual basis, to receive an hour of education and training on the ethics codes. Local Workforce Development Board members are public servants.

As a Workforce Development Board Member, you are required by law to take the ethics training on-line by December 31, 2022.

Ethics training seminars have been established online. For those needing to complete ethics code training, you can go to: [laethics.net/EthicsTraining/login.aspx](http://laethics.net/EthicsTraining/login.aspx), and watch three 20-minute sessions on Louisiana ethics laws.

This is very important and failure to comply with the training could result in a serious fine up to \$1,500.





# REGIONAL REPORT

## **Louisiana businesses see growth, opportunity from Incumbent Worker Training Program**

BATON ROUGE, La. – Businesses in Louisiana have been getting help training and retaining their employees for decades with the Louisiana Workforce Commission’s Incumbent Worker Training Program (IWTP).

“We started in the Incumbent Worker Training Program back in 1999 as a result of needing to develop new people within our industry to meet the demand of what was going on in the Shreveport/Bossier market at that time,” said Tim Keeley, CEO of Martin Specialty Coatings in Shreveport. “There was a huge expansion with the addition of casinos and other things into our market, and there just wasn’t enough skilled labor.”

IWTP is a partnership between LWC, employers both big and small, and training providers. It allows businesses to upskill their workers, which helps create new jobs, increase wages, and grow their business as a result.

“I’ve worked here seven years, and I’ve participated in almost every training program we’ve ever had,” said Justin Hawkins, one of Martin Specialty Coatings’ employees. “You can’t build a bridge on nothing. The training has helped my career so much because it’s a platform of skills that I never had before I came here, and you get all that for free.”

Employees who participate in IWTP get customized training at no cost to them. Most businesses are already paying for the program with a social charge that is paid along with Unemployment Insurance Tax contributions.

“The training program has helped me to go from just a regular job to a career,” said Daniel Johnson, who is also one of Martin Specialty Coatings’ employees receiving training. “When I first came here, I didn’t know anything about this line of work. I was a security supervisor, so I was kind of afraid to learn. But when I got into it, I work with great people who will take you under their wing, and the training here is good.”

Employers who want to enroll in IWTP must have been in business in the state for at least three years and be in full compliance with Louisiana’s UI Tax laws. For more information on the eligibility requirements and how to apply for the program, employers can go to <https://laworks.net/iwtp>.

“Without this training, we wouldn’t be able to work for the companies that we work for,” said Keeley. “We work for a lot of large corporations – a lot of major healthcare facilities. They have certain requirements and standards of applications for individuals, and we tailor that down to the training we provide for them, whatever that level is.”

Small businesses also have opportunities to get help upskilling their employees through ITWP. The Small Business Employee Training (SBET) program reimburses employers up to \$3,000 per trainee per state fiscal year for things like tuition and textbooks that come with a standardized training program they choose.

## **Louisiana unemployment rate reaches lowest point ever recorded**

BATON ROUGE, La. – Preliminary data released today by the Bureau of Labor Statistics (BLS) reports a not seasonally adjusted unemployment rate for April 2022 of 3.5 percent, which is the lowest rate ever recorded in the series history dating back to 1976. The seasonally adjusted unemployment rate of 4.1 percent is grouped among the lowest three monthly rates recorded.

“Louisiana has been no stranger to challenges these last two years but we keep coming out on the other side better and stronger,” said Louisiana Workforce Commission Secretary Ava Cates. “Not only have we come back from pandemic highs but we have hit a record low in our state’s unemployment history. Whether it’s working the front lines of the pandemic or cleaning up after a disaster, the workforce continues to grow and strengthen.”

The seasonally adjusted unemployment rate for April 2022 has declined over the year for 14 consecutive months after peaking in April 2020. Louisiana’s seasonally adjusted unemployment rate declined 0.1 percentage points from March 2022 and shows a 2.0 percentage point decline from April of last year. The labor force participation rate, which measures people ages 16 - 64 working or looking for work, continues to increase and is currently 58.9 percent, growing 0.3 percentage points from March 2022 and gaining 3.4 percentage points from April 2020.

Louisiana has also gained 200,600 jobs in seasonally adjusted non-farm employment since April 2020 and has gained over-the-year for 13 consecutive months. The state’s seasonally adjusted total non-farm employment for April 2022 is 1,910,100 jobs, a gain of 3,600 jobs from the revised March 2022 estimate of 1,906,500 jobs. When compared to April 2021, seasonally adjusted total non-farm employment increased by 45,500 jobs.

# WIOA STAFF



**Brenda Clarke**  
Program Specialist  
1973



**Terri Remedies**  
Program Specialist  
1984



**Sue Butler**  
W. D. Assistant II  
1994



**Linette Culpepper**  
Career Specialist  
2018



**Craig Sheppert**  
Senior Program  
Monitor  
2018



**Robin Dunlop**  
Assist. Program  
Manager  
2020



**Linda Hines**  
Monitor  
2020



**Chaquana  
Harper-Wells**  
Career Specialist  
2021



**Syreetta Evans**  
Career Specialist  
2021



**Chris Taylor**  
Program Specialist  
2021



**Mark Colwick**  
Business Services  
Representative  
2021



**Jamie Brown**  
Eligibility  
Coordinator  
2021



**Natalie O'Rourke**  
Youth Program  
Specialist  
2021



**Brad Roberson**  
Career Specialist  
2021



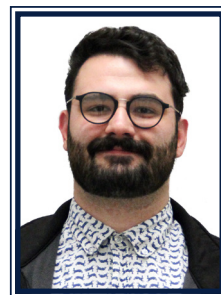
**Rachel Milner**  
Youth Eligibility  
Coordinator  
2021



**Morgan LaCaze**  
Youth Program  
Specialist  
2022



**LaShanta Bradford**  
Youth Program  
Specialist  
2022



**Daniel Veuleman**  
Career Specialist  
2022



**Mary Bedford**  
Career Specialist  
2022



**Zena Hansel**  
Career Specialist  
2022



**Evis Everhart**  
Youth Program  
Specialist  
2022



**Shelley Petro**  
Youth Program  
Specialist  
2022



# THE COORDINATING & DEVELOPMENT CORPORATION

## A FORCE THAT WORKS

For education, employers, employees, economic development, private and public sectors, and our community!

### American Job Centers

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# NOTES



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