



# WORKFORCE DEVELOPMENT BOARD, SDA-83, INC.

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WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

OCTOBER 15, 2024  
6:00 P.M.

Courtyard Marriott  
4915 Pecanland Mall Drive  
Monroe, LA

The Workforce Development Board SDA-83, Inc., Meeting was called to order at 6:00 P.M., by Mr. Steve Henderson, Chairperson. Invocation was given by Mr. Gerry Mims.

Members present: Mr. Steve Henderson, Chairperson, Mr. Dan Wallace, Ms. Kaila Boire, Mr. Joseph Bareswill, Mr. Fred Eubanks, Mr. Gerry Mims, Mr. Matt Green, Ms. Rosie Brown, Mr. Scott Cox, Mr. Jacques Lasseigne, Mr. Trevor Barber and Mr. Zachary Winston. Absent: Mr. Ben Gallant, Ms. Amanda McManus, Ms. Brandy Willis, Ms. Bethany Stanley, Ms. Lauren Rogers, Ms. Jinger Greer, Mr. Tim Tettleton, Mr. Ken Green, Dr. Calvin Williams, Ms. Kelsey Vallee and Mr. Dean Baugh.

Guests present: Mr. Kendall Thompson, President, East Carroll Parish Police Jury, Ms. Lula Jenkins, Senior Career Coordinator, WDB-83 and Ms. Savanna Hatten.

Staff present: Mrs. Terri Mitchell, Mrs. Shae Cheatham, Mrs. Katie McCarty, and Ms. Judy Milton.

Mr. Steve Henderson called on Mrs. Terri Mitchell for the Executive Director's Report.

Mrs. Mitchell called on Ms. Lula Jenkins to introduce Ms. Savanna Hatten for the Success Story.

Ms. Lula Jenkins, WDB-83 Senior Career Coordinator, introduced Ms. Savanna Hatten, WIOA/HOPE participant. Ms. Hatten stated that she was very thankful for the help she is receiving from WDB-83, which is allowing her to complete her RN degree in December 2024.

1. Minutes – July 30, 2024 Workforce Development Board Meeting – A motion to approve the minutes of this meeting was made by Ms. Rosie Brown and seconded by Mr. Scott Cox. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
2. State of LA Contract – Mrs. Mitchell stated the new grant agreement would cover the period from April 1, 2024 through June 30, 2026. She stated the total amount of this agreement is \$ 1,208,669.00 and recommended approval. A motion for approval was made by Mr. Jacques Lasseigne and seconded by Ms. Kaila Boire. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

3. PY24/25 Budget: Admin/Program – Mrs. Mitchell discussed the 2024-2025 fiscal budget with funds available for WIOA, BCBS, NELA Hope, 318 Rise, NELA Earn, Ticket to Work, DRA Ran Grant, and HPOG Impact with total funds available of \$ 3,366,954. She discussed the parish breakdowns and asked for approval. A motion to approve this budget was made by Ms. Rosie Brown and seconded by Ms. Kaila Boire. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

Budget to Actual – Mrs. Mitchell discussed the Fund Utilization Report and the Budget Review (Actual to Budget), which includes the Budget, Actual Expenditures and Variance for the Admin Budget, Program Budget, NELA Hope, 318 Rise and NELA Earn and requested approval to make line item changes that are within budget. After discussion, a motion for approval was made by Mr. Jacques Lasseigne and seconded by Mr. Scott Cox. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

4. Resolution for 125 Plan – Mrs. Mitchell stated a Resolution was needed to adopt the Section 125 Cafeteria Plan effective December 1,2024. She stated this is an annual Resolution. A motion for approval was made by Mr. Gerry Mims and seconded by Ms. Rosie Brown. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.
5. Performance – Mrs. Mitchell presented the latest Annual Performance Summary Report for PY23.
6. Insurance – Blue Cross Blue Shield – Mrs. Mitchell stated that Blue Cross was increasing monthly premiums effective December 1<sup>st</sup>. After discussing the different rate/deductible options, a motion was made by Ms. Rosie Brown and seconded by Mr. Scott Cox to accept the proposal with the same plan/current deductible. The motion included WDB-83 increasing the amount to \$ 900.00/month for employee only coverage and \$ 980.00/month for employee/children coverage. Abstained: Mr. Dan Wallace, Opposed: None, All in Favor: All. MOTION PASSED.
7. Lease – Monroe Office – Steve informed the Board that a lease agreement for a new location is being considered and reviewed by legal counsel. No action necessary at this time.
8. HEROES – HUG Organization for Partners – Mrs. Mitchell stated that a request had been received for an MOU from this organization. HEROES is “Helping Everyone Receive Ongoing Effective Support”. HUGS “Helping U Grow” Program is to coordinate assets of the community to ensure that persons living with HIV/AIDS have the resources they need. She stated that an MOU was not necessary as clients could be referred to our services and reciprocated to their programs as well without an MOU.

9. Board Survey Results

Mr. Steve Henderson called on Mrs. Shae Cheatham for the Employer/Business Services Report.

Mrs. Cheatham gave an update on business services.

Mrs. Alberta Green was not present for the One Stop Operator Report.

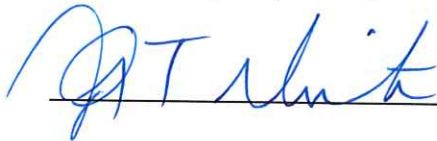
Mr. Steve Henderson called on Mrs. Katie McCarty for the WIOA Title I Services Update.

Mrs. Katie McCarty gave an update on the American Job Centers activities.

Mr. Steve Henderson called for a motion to adjourn the meeting. A motion was made by Mr. Scott Cox and seconded by Mr. Gerry Mims. Abstained: None, Opposed: None, All in Favor: All. MOTION PASSED.

The meeting adjourned at 7:10 P.M.

Transcribed by Judy Milton, Planning Assistant

  
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Approved at January 21, 2025 Meeting

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Steve Henderson, Chairperson, WDB-83

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