



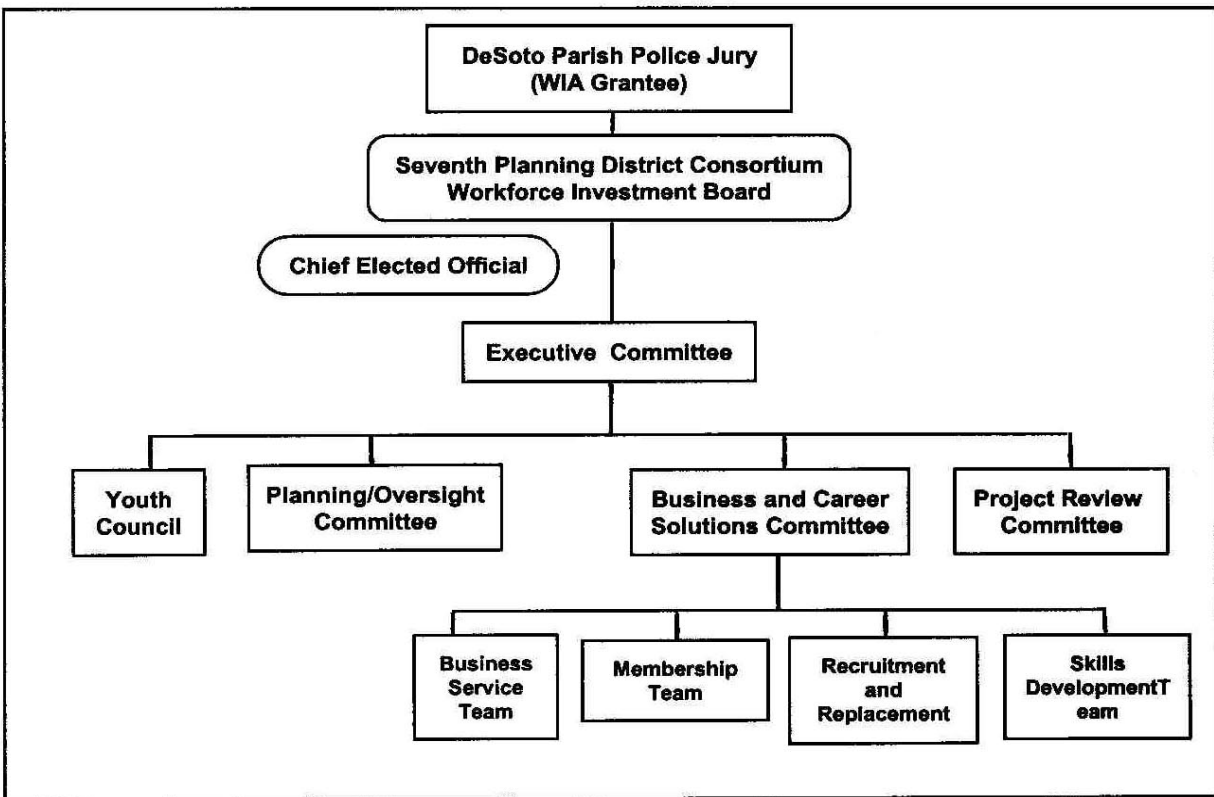
Seventh Planning District Consortium WORKFORCE INVESTMENT PLAN PY 05- PY 06

E. Local Governance

a. Local Workforce Investment Board

1. Describe the organization and structure on the Local Board

The organizational chart (below) describes the organization and structure of the Seventh Planning District Consortium Workforce Investment Board under which the Local Board operates.



2. Identify the organizations or entities represented on the Local Board (See next two pages)

APPOINTMENTS TO THE LOCAL WORKFORCE INVESTMENT BOARD (WIB)

Seventh Planning District Consortium

LOCAL WORKFORCE INVESTMENT AREA (LWIA)

LWIA # 70

Revised Date: May 2, 2006

No.	Sector Public/Private	Name and Term of Membership	Address	(Area Code) Phone Number/E-Mail	Title	Employer / Agency
1	Private	J. R. Johnson, Sr. Begins: 10/01/01 Ends: 09/30/10	P. O. Box 276 Gibsland, LA 71028	(318) 843-6228 (318) 843-9961 (FAX) jrjohnson@gibslandbank.com	Chairman of the Board	Gibsland Bank & Trust
2	Private (100-500 Employees)	Charles Maranto Begins: 10/01/03 Ends: 09/30/08	5031 Hazel Jones Road Bossier City, LA 71111	(318) 213-2838 or Home: (318) 741- 5032 318) 213-2870 (FAX) Cell: (318) 208-0965	Human Resources Recruiter	Cellxion, Inc.
3	Private	Dan Caldwell Begins: 10/01/04 Ends: 09/30/09	P. O. Box 992 Vivian, LA 71082	(318) 375-3217 (318) 375-2887 (FAX) dcaldwell@cctofvivian.com	President	Citizens Bank of Vivian, LA
4	Private (Less than 100 Employees)	William "Mike" McKean Begins: 10/01/01 Ends: 09/30/10	913 W. Main St. Homer, LA 71040	(318) 927-9367 (318) 927-9367 (FAX) mck@prysm.net	Owner	Presto Oil Change
5	Private	Fred Baragona Begins: 10/01/04 Ends: 09/30/09	P. O. Box 929 Ruston, LA 71273-0929	(318) 255-5020, X-4625 (318) 255-6623 (FAX) (Cell) 278-2582 fred.baragona@lmch.org	Director of Human Resources	Louisiana United Methodist Children and Family Serv
6	Private (Minority Business)	* J. W. Scarborough Begins: 10/01/01 Ends: 09/30/10	P. O. Box 164 Natchitoches, LA 71458	(318) 357-8273 (318) 357-8071 (FAX) (318) 332-0721 (CELL) No E-mail	Owner	S & S Flowers
7	Private	David Coffey Begins: 10/01/03 Ends: 09/30/08	1024 Cutoff Road Coushatta, LA 71019	(318) 932-1800 (318) 932-1807 (FAX) No E-mail	Owner	Rivertown Market
8	Private	Eugene Fremaux, II Begins: 10/01/04 Ends: 09/30/09	270 Marthaville Road P. O. Box 134 Many, LA 71449	(318) 256-0332 (318) 256-0389 (FAX) fremeaux@bellsouth.net	Owner	Eugene W. Fremaux, II, CPA
9	Private	Ray Huddleston Begins: 10/01/01 Ends: 09/30/10	P. O. Box 149 Haynesville, LA 71038	(318) 624-9898 (318) 624-9384 (FAX)	Senior Vice-President	Citizen's Bank & Trust Co.
10	Private	* G. Kent Gibson Begins: 10/01/04 Ends: 09/30/09	704 Main Street Minden, LA 71055	(318) 371-2265 (318) 371-2298 (FAX) gkent@cbt.net	Chief Executive Officer	Citizen's Bank & Trust
11	Private	Jim Conerly Begins: 10/01/03 Ends: 09/30/08	405 Hancock Bossier City, LA 71112	(318) 746-1703 No FAX jimconerlyassoc@aol.com	President	Jim Conerly & Associates
12	Private (Woman Owned & Minority Business)	LaFaye Jackson Begins: 10/01/03 Ends: 09/30/08	4043 Hwy 79 Homer, LA 71040	(318) 927-2439 (318) 927-2483 (FAX) No E-mail	Owner	Memorial Funeral Home
13	Private (Woman Owned & Minority Business)	* Mariah Underwood Begins: 10/01/04 Ends: 09/30/08	4001 Lakeshore Drive Shreveport, LA 71109	(318) 631-3752 (318) No Fax	Owner	Mariah's Crib to Teen
14	Private (500 Plus) Employees)	* Betsy Warren Begins: 10/01/04 Ends: 09/30/09	P. O. Box 21106 Shreveport, LA 71156	(318) 673-3134 (318) 673-3011 (FAX) (318) 422-4075 (Cell) bwarren@aep.com	External Affairs Coordinator	AEP/Southwestern Electric Power
15	Private	* Jim May Begins: 10/01/04 Ends: 09/30/08	730 Daw Road Mansfield, LA 71052	(318) 872-1310 (318) 871-1875 (FAX) Cell: 560-6620 jimmy52@bellsouth.net	Owner	Jim May Real Estate

APPOINTMENTS TO THE LOCAL WORKFORCE INVESTMENT BOARD (WIB)

Seventh Planning District Consortium
LOCAL WORKFORCE INVESTMENT AREA (LWIA)

LWIA # 70

Revised Date: May 2, 2006

No.	Sector Public/Private	Name and Term of Membership	Address	(Area Code) Phone Number/E-Mail	Title	Employer / Agency
16	Public (K-12 and Adult Education)	Michael Graham Begins: 10/01/04 Ends: 09/30/09	3039 Hwy 154 Elm Grove, LA 71051	(318) 987-2750 or (318) 932-4913 (318) 932-5344 Cell: (318) 469-0849 No E-mail	Instructor	Red River Parish School Board
17	Public (Post-Secondary Education)	Angela Rymer Begins: 10/01/03 Ends: 09/30/08	P. O. Box 78527 Shreveport, LA 71137- 8527	(318) 676-7811, Ext. 105 (318) 676-7805 (FAX) arymer@tat.ltc.net	Dean of Student Services	LTC - Shreveport- Bossier Campus
18	Public (CSBG)	Sharon Harris Begins: 10/01/04 Ends: 09/30/09	415 Trudeau St. 71457 P. O. Box 799 Natchitoches, LA 71458	(318) 357-2220 (318) 352-0629 (FAX) nppjocs@cox-internet.com	Executive Director	Natchitoches Parish Office of Community Service
19	Public (Community Based Organization - Veteran)	Mike Cox Begins: 10/01/01 Ends: 09/30/10	4300 Old Brownlee Road Bossier City, LA 71111	(318) 742-0948 (318) 742-0948 (FAX) bpsomike@juno.com	Adjutant	Disabled American Veterans Chapter 30
20	Public (Labor)	Roosevelt Smalley Begins: 10/01/04 Ends: 09/30/09	3924 Greenwood Road Shreveport, LA 71109	(318) 631-4254 (318) 632-2099 (FAX) No E-mail	President	Central Trades and Labor Council AFL- CIO
21	Public (Labor)	Roy Myers Begins: 10/01/04 Ends: 09/30/09	7067 Shirley Francis Drive Shreveport, LA 71129	(318) 671-9390 (318) 671-9393 (FAX) clu764@shreve.net	Business Agent	Central Trades and Labor Council AFL- CIO
22	Public (Economic Dev. and WIA Title I)	James "Buck" Trussell Begins: 10/01/01 Ends: 09/30/10	P. O. Box 37005 Shreveport, LA 71133- 7005	(318) 632-2022 (318) 632-2099 (FAX) btrussell@shreve.net	Marketing/ Industrial Development Vice-President	The Coordinating and Development Corporation
23	Public (One-Stop Partner) (J.S., UI, T.A.A.)	Jacques Lasseigne, Jr. Begins: 10/01/03 Ends: 09/30/08	P. O. Box 3510 Shreveport, LA 71133- 3510	(318) 676-7789 (318) 676-5694 (FAX) jlasseigne@ldol.state.la.us	Regional Manager	Louisiana Department of Labor
24	Public (One-Stop Partner (Older Worker) and Community Based Organization)	Lynda K. Harper Begins: 10/01/04 Ends: 09/30/09	966 Hwy 80, Suite B Haughton, LA 71037	(866) 814-5581 (504) 273-0553 (FAX) Cell: (318) 393-1904 scharper@aol.com	Area Manager	AARP Senior Community Service Employment Program (SCSEP)
25	Public (One-Stop Partner) (Vocational Rehabilitation)	Kenneth Ebarb Begins: 10/01/01 Ends: 09/30/10	1525 Fairfield Ave. Suite 708 Shreveport, LA 71101	(318) 676-7155 (318) 676-7176 (FAX) kebarb@dss.state.la.us	Regional Manager	Louisiana Rehabilitation Services
26	Public (One-Stop Partner (HUD))	Bill Hensley Begins: 10/01/03 Ends: 09/30/08	P. O. Box 5666 Bossier City, LA 71171	(318) 549-1556 Ext. 13 (318) 549-3810 (FAX) No E-Mail Cell: (318) 564-4978	Executive Director	Housing and Urban Development
27	Public (Economic Development)	* Hines "Chip" Rogers Begins: 10/01/04 Ends: 09/30/09	142 Lake Road Mansfield, LA 71052	(318) 871-2391 (318) 871-2393 (FAX) H - 318-872-4753 Cell: 318-471-7395 hrogers@la.gov	Northwest Louisiana Director	Louisiana Department of Economic Development
28	Public (Job Corps)	* Charles Singleteary Begins: 10/01/03 Ends: 09/30/08	2815 Lillian Street Shreveport, LA 71109	(318) 629-7544 (318) 226-1084 (FAX) singleteary.charles@jobcorps.org	Center Director	Shreveport Job Corps Center
29	Public (Indian and Native American Programs)	Lindsey Huffman Begins: 10/01/03 Ends: 09/30/08	P. O. Box 744 Jena, La 71342	(318) 992-0495 (318) 992-8530 (FAX) lindseylove00@hotmail.com	Field Service Representativ e	Inter-Tribal Council of LA, Inc.

* Completing previous member's term

3. Describe the process used by the Chief Elected Official(s) to appoint Local Board Members. How did the Chief Elected Official(s) select Board members, including business representatives who have optimum policy-making authority? Describe how the Board's membership enables you to achieve your vision described above.

Seventh Planning District Consortium Workforce Investment Board connects with the local area Chambers of Commerce, the major industries and employers within its region and those public entities that play a major role in WIA 70's economic and employment picture. Recommendations for nominations have been, and are, made by the local area Chambers of Commerce, the economic development agencies, educational institutions, other training providers, service provider employer connections, and by other members of the WIB.

WIA 70's WIB Director meets with the individuals who have been recommended to discuss the WIB's vision and mission and meeting schedules; to determine if the individual is responsible for policy making and hiring within their organization; and to ascertain whether he/she would be an active and positive addition to the WIB. The WIB Director then makes recommendations to the Chief Local Elected Official for nominations and the Chief Local Elected Official confirms or rejects the nominations. Each member is assigned a term of service as a member of the WIB.

The WIB is constituted to create diversity in membership representing businesses, key workforce partners, stake-holding organizations, and private individuals. With the WIB's emphasis on demand-side strategies, business service, and recognizing business as a primary customer, we currently have 29 members, 15 of whom are representatives from the private sector.

This ratio helps to create a culture on the WIB that prioritizes beneficial service intervention with employers. Within this constituency, small businesses and business members who are prominent in economic development organizations are represented.

Members from the education community (including post-secondary education), labor unions, economic development members, and rehabilitation services, assure that the WIB maintains a dual focus on the training and education programs for people most in need to become better equipped to find employment which will provide them with a sustainable wage and the appropriate benefits to increase both individual and community prosperity and growth.

4. Describe how the Board carries out its functions as required in Section 117§112(b)(6), §1117(b).

The function of the Seventh Planning District Workforce Investment Board through its WIB staff, one-stop operators, and youth service providers, carries out its functions as required in Section 117§112(b)(6), §1117(b).

The Seventh Planning District Consortium Workforce Investment Board is charged with providing coordination, strategic planning and oversight of the one-stop system at the local level. The role of the WIB is to convene partners, facilitate conversations, and to

insure an integrated framework for how WIA 70 will participate in regional planning and develop the local delivery system.

One goal of the Seventh Planning District Consortium Workforce Investment Board is to create a coordinated framework for service delivery that includes a variety of strategies that are planned and responsive to customer needs. The development of multiple strategies that balance the needs of the job seeker and the business customer will address the training and skill building needs of these customers both for the present and the future. These strategies will enable the system to always be ready to respond regardless of the economic climate.

The Louisiana Department of Labor has specifically charged WIA 70's Workforce Investment Board with the responsibility to provide coordination, strategic planning and oversight around five (5) key elements to insure success of the local system. These key elements are:

- ◆ Maximize efficiency by eliminating the duplication of services through the creation of standard sets of services and by expanding unique services with Louisiana Works One-Stop Centers.
- ◆ Coordinate delivery of current services and collectively create additional services that have been identified as valuable by businesses and job seekers.
- ◆ Develop a common framework for service delivery regardless of the funding stream and include multiple strategies to insure the success of the business and job seeker customer.
- ◆ Identify strategies to insure the consistent delivery of a “core” set of services that are promised and delivered to both customer groups - businesses and job seekers.
- ◆ Establish integrated locations that are easily identifiable as Louisiana Works One-Stop locations so businesses and job seekers can gain access to all workforce development services, no matter where they are in the state.

5. How will the Local Board insure that the public (including individuals with disabilities) has access to Board meetings and information regarding Board activities, including membership and meeting minutes.

All WIB meetings are held in accessible buildings. Any individual with a hearing impairment may request an interpreter if sufficient notice is provided to the WIB before the meeting is held. Notices of quarterly meetings of the WIB are provided in advance to all members, participating partners, and upon request to people who are added to the WIB's distribution list.

The WIB meets quarterly and meetings are posted in at least one newspaper as a “public notice” (*The Times*).

Summaries/Minutes of WIB quarterly meetings are sent automatically to all WIB members, to people attending the meeting, to those on the distribution list, or by e-mail

and/or hard copy on request. Summaries of committee meetings are given at each quarterly meeting and are available on request.

Members of the WIB receive copies of all summaries and minutes at both WIB and committee levels.

6. Identify the circumstances that constitute a conflict of interest for any Local Board member or the entity that he/she represents, and any matter that would provide a financial benefit to that member or his or her immediate family.

A conflict of interest would arise when a WIB member, any member of that individual's immediate family or the individual's partner, or an organization which employs, or is about to employ any of the above, has a financial or other interest in the firm or organization selected for an award, grant or contract by the WIB.

No member of the WIB shall cast a vote or attempt to influence the body on any matter that has direct bearing on services to be provided, or which would financially benefit such member or any organization with which such member is affiliated. WIB members shall make every attempt to avoid personal conflict of interest in awarding financial assistance and in the conduct of procurement activities involving funds under the Act.

In order to avoid conflict of interest or the appearance of such conflict, each member shall disclose any potential conflict of interest to the appropriate committee, thereby complying with the By-Laws as adopted by the WIB membership. Minutes of meetings shall record the abstentions of members who are prohibited from voting due to conflict of interest. These prohibitions shall apply to regular, special, and committee meetings of the WIB.

Duties of the members: It shall be the duty of all WIB members to:

1. Excuse themselves from their official WIB duties if there is a conflict of interest.
2. Advise the WIB of any potential conflicts of interest.
3. Ask the WIB for an opinion if they have any doubts that a specific situation involves a Violations of the Conflict of Interest Code. If, after an investigation, the WIB believes that this Code has been violated it can recommend to the Chief Local Elected Official that the individual who has violated the Code be removed as a member of the WIB. The Chief Elected Official has the authority to remove a member of the WIB for a violation of this Code, even if the WIB has not made such a recommendation.

7. What resources does the LWIA provide to the Board to carry out its functions, i.e., staff, funding, etc?

The DeSoto Parish Police Jury, which is the grant recipient for WIA 70 has designated The Coordinating and Development Corporation (CDC) as the Fiscal Agent for the WIB. The CDC makes available to the WIB, the staff necessary to carry out its functions. The Senior Vice-President for the CDC Division of Workforce Development serves as the

WIB Director. The CDC Comptroller and accounting staff keeps the WIB abreast of its financial responsibilities. The Division's Administrative Assistant handles all of the WIB's secretarial duties including coordination of meetings, training, and other obligations. The Division's Monitor assists the WIB in its function of oversight and monitoring duties. The Board has also been given functional management of the Wagner-Peyser funded staff. Staff assignments can be generated by the Board.

b. Individual Training Accounts (ITAs)

1. What is the LWIA policy on ITAs?

The WIB's policy regarding the use of Individual Training Accounts (ITAs) is to provide maximum customer choice in the selection of the training provider.

With limited exceptions, the Individual Training Account (ITA) shall be the primary method for accessing training services, except for employer-based training. Training services will be directly linked to occupations that are in demand.

Training Services may be made available to individuals including hurricane evacuees who:

- ◆ Have met the eligibility requirements for Intensive Services and have received at least two (2) intensive services; have been determined to be unable to obtain or retain employment through such services.
- ◆ Have been determined, after an interview, evaluation, or assessment, and case management, to be in need of training services and to have the skills and qualifications to successfully complete the selected training program.
- ◆ Achieve a minimum passing grade of "C" to be eligible for continued funding under the ITA system.

Any participant who discontinues the training activity prior to completion may be ineligible for re-enrollment. However, the re-enrollment of any participant will be reviewed on a case-by-case basis.

2. Describe innovative training strategies used by the LWIA to fill skills gaps. Include in the discussion the LWIA's effort to broaden the scope and reach of ITAs through partnerships with business, education, economic development, and industry associations and how business and industry involvement is used to drive this strategy.

The Occupational Forecasting Conference creates the "Top Demand Occupations List" as a tool for developing long-term strategies in providing appropriate training to meet the needs of a skilled labor force related to the targeted cluster industries, as identified by the Department of Economic Development.

LDOL and the Workforce Commission have developed innovative strategies to address the workforce needs of businesses in these targeted industries. An example is based

on information supplied by the Louisiana Health Works Commission, that trained health care workers are identified as a critical shortage area. LDOL and the Workforce Commission amended the ETPL process to address this shortage and develop a process to address other industries facing skill gaps.

WIA 70 has determined that, in addition to an inadequate number of eligible training providers in these shortage areas, there are also situations where there is a pattern of more applicants than openings, particularly in programs being implemented through the Health Works Commission initiatives.

LDOL has developed a policy and procedure to allow all of Louisiana's WIAs to leverage resources by participating in class size training projects in programs with insufficient providers.

WIA 70's training strategies may include:

- Strengthen collaborations and activities with the established education and training partners and create stronger ties with the economic development agencies in an effort to better provide workers with skills that hold a common thread among all occupations that represent the full range of career opportunities in our economy;
- Use information about projected job growth to re-design service delivery to meet the needs of employers and job seekers using a hybrid of the present service delivery strategies and the traditional OJT model;
- Create stronger connections to employers if the services provided will be designed to meet the needs of employers as well as job seekers;
- Design and execute a plan to market WIA 70's services to businesses; and
- Eliminate duplication and reduce costs through improved consolidation and coordination of Federal and State workforce dollars and programs will infuse a greater percentage of WIA Title I funds to direct training activities. There is considerable overlap in the services provided through the Workforce Investment Act (WIA) and the Wagner-Peyser Act (Job Service). Through consolidation, duplicative efforts can be eliminated and cost savings realized and/or services improved. Efforts are already underway to identify and eliminate duplicative activities.

3. Discuss the LWIA's plan for committing WIA Title I funds to training opportunities in high growth, high demand and economically vital occupations.

LDOL is working with WIA 70 to implement ITA policies that promote training in high skill, high demand, high growth occupations where appropriate. As these are identified by LDOL or the regional WIBs, as demand occupations, we will work to develop and secure classes to meet this demand.

4. Describe the LWIAs policy for limiting ITAs (e.g. dollar amount or duration).

The WIB may impose limitations due to lack of funds which affects the dollar amount and/or duration of ITAs, and may limit their use in training programs, which are directly linked to occupations that are in demand in the local area.

Such limitations will not be implemented in a manner which undermines WIA 70's requirement to maximize customer choice in the selection of an eligible training provider.

5. Describe the LWIAs current or planned use of WIA Title I funds for the provision of training through apprenticeship.

WIA 70 plans to increase the use of those entities who offer apprenticeship training that are currently on the Eligible Training Provider List, and will encourage other entities that offer apprenticeship training to apply so they can be added to the Eligible Training Provider List for Program Year 2005-2006.

Studies have shown that employers who invest in apprenticeship training have lower employee turnover rates, increased employee productivity, enhanced employee problem-solving capabilities and adaptability, and improved employee relations. In apprenticeship training programs, the employer and employee are equally committed to achievement. Apprenticeship programs, for example, demonstrate that increased on-the-job training, and related classroom instruction has a strong correlation with increased earnings. As job skill levels increase, so do salaries.

6. Identify the criteria used by the LWIB in awarding grants for youth activities including criteria that the LWIB will use to identify effective and ineffective youth activities and providers of such activities.

The selection of youth service providers is done by the WIB based upon the recommendations of the Youth Council. Potential service providers of youth projects will be required in any requests for proposals to include certification of targeted industry advice and input on training design and training based on industry standards where applicable. This certification will provide the WIB with business and industry input into the training curriculum. Each proposal is reviewed and is given a numerical ranking by the staff based on the following criteria:

- Adequate financial resources or the ability to obtain them;
- The ability to meet the program design specifications at a reasonable cost, as well as the ability to meet youth performance standards;
- A satisfactory record of past performance (in job training, basic skills training, or related activities), including demonstrated quality of training; reasonable drop-out rates from past programs, the ability to provide or arrange for appropriate support services as specified in the ISS, retention in employment and earning rates of participants;
- A satisfactory record of integrity, business ethics and fiscal accountability;

- The necessary organization, experience, accounting and operational controls;
- The technical skills to perform the work;

7. Describe the competitive and non competitive process that will be used to award contracts for activities under Title I of WIA, including how potential bidders are being made aware of the availability of contracts. Provide a description of (or include as an attachment) the procedure policies and procedures in place for the procurement of goods and services including the award of grants and contracts for activities and services other than ITAs, OJT, and customized training. The policy should include a description of how the recommendations of the Youth Council will be taken into consideration in the award of grants or contracts to eligible providers of youth activities. Procurement policies and procedures must be consistent with 20 CFR Part 95 and Part 97 as applicable.

The competitive and non-competitive processes that will be used at the local level to award grants and contracts for activities under Title I of WIA are prescribed under “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments” which is codified in USDOL regulations at 20 CFR part 95.

Potential bidders are made aware of the availability of contracts through public notice in regional and local newspapers and by WIA 70 maintaining a potential bidders list of organizations that are interested in providing WIA services. (See Table of Contents - Appendices E.b.7. Procurement Policies and Procedures).

The selection of youth service providers is done by the WIB based upon the recommendations of the Youth Council. Potential service providers of youth projects will be required in any requests for proposals to include certification of targeted industry advice and input on training design and training based on industry standards where applicable. This certification will provide the WIB with business and industry input into the training curriculum. Each proposal is reviewed and is given a numerical ranking by the staff based on the following criteria:

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- A satisfactory record of integrity, business ethics and fiscal accountability;
- The necessary organization, experience, accounting and operational controls;

- The technical skills to perform the work.