



CHIEF ELECTED OFFICIAL
Casey Jones

WORKFORCE DEVELOPMENT BOARD CHAIRPERSON
John Stephens

WDB DIRECTOR
Gay Smith

**Sixth Planning District Consortium
Local Workforce Development • Area Sixty**

P. O. Box 1605 • Jena, LA 71342
Phone: 318-992-8264 • Fax: 318-992-8750

Minutes 12-4-2024

I. Call to Order

- Mr. John Stephens called the meeting to order at 10:35 AM.

II. Roll Call

- Ms. Gay Smith conducted the roll call. Since a quorum was not met, the meeting proceeded as an executive committee meeting, as stated by Chair John Stephens.

III. Approval of Re-Certified and New Board Members

A. Re-Certifications (Effective July 3, 2024 – July 3, 2027):

- Lowell Hubbard
- Billy Rucker

B. New Appointments (Effective December 4, 2024):

- **Dana Skinner:** Assistant Director of Nursing, representing the healthcare sector at The Columns Rehabilitation & Health Care Center (Effective December 4, 2024 – December 4, 2027)
- **Denise Stringer:** HR Representative for the manufacturing sector at Garan Manufacturing (Effective December 4, 2024 – December 4, 2027)
- **Kimberly Liner:** Assistant Director of Adult Education at CLTCC (Effective December 4, 2024 – December 4, 2028)
- **Motion:** Brian Teegardin moved to approve the re-certification of members and new appointments.
- **Second:** Rhonda Owen Willett
- **Outcome:** Motion carried unanimously.

IV. Approval of Executive Committee Meeting Minutes (September 30, 2024)

- The September 30, 2024 meeting minutes, which were mailed out prior to the meeting, were reviewed.
- **Motion:** Billy Rucker moved to accept the minutes.
- **Second:** Rickie Thompson
- **Outcome:** Motion carried unanimously.

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V. Finance Reports: WIOA & WDB 60 (July 1, 2024 – Present)

A. Board Report Overview – Presented by Ms. Gay Smith

- **Motion:** Allyson Fannin moved to approve the Board Report.
- **Second:** Rhonda Willett
- **Outcome:** Motion carried unanimously.

B. Finance Report – Presented by Ms. Dorothy Oliver

- **Motion:** Rickie Thompson moved to approve the WIOA Finance Reports.
- **Second:** Lowell Hubbard
- **Outcome:** Motion carried unanimously.

VI. Approval of the 2024 – 2025 Negotiated Performance Levels

- Staff requested approval of the negotiated performance levels for Program Years 2024 and 2025 for WIOA Title I programs.
- **Motion:** Brian Teegardin moved to approve the negotiated performance levels.
- **Second:** Billy Rucker
- **Outcome:** Motion carried unanimously.

VII. 2025 Meeting Schedule

- Meetings will be held on the 3rd Wednesday of the second month of each quarter at 10:30 AM. (Meeting venues are subject to change based on availability.)
- **Motion:** Lowell Hubbard moved to approve the meeting schedule.
- **Second:** Allyson Fannin
- **Outcome:** Motion carried unanimously.

VIII. WIOA Program Report

- The WIOA program reports were presented by Mindy Maloy.
- **Motion:** Rickie Thompson moved to accept the WIOA reports.
- **Second:** Allyson Fannin
- **Outcome:** Motion carried unanimously.

IX. Additional Items

A. Additional Business:

- No additional business was discussed.

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B. Mileage Sheets:

- Ms. Gay Smith reminded members to submit their travel mileage sheets.

X. Adjournment

- The meeting was adjourned at 11:35 AM.
- **Motion:** Rickie Thompson moved to adjourn the meeting.
- **Second:** Brian Teegardin
- **Outcome:** Motion carried unanimously.

Approved by:
Ron Carr, Secretary

Prepared by:
GS/rc

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