Workforce Investment Council
Executive Committee Meeting
Tuesday, May 10, 2011
9:30 a.m.
Louisiana Chemical Association
301 Main St., Ste. 2040
Baton Rouge, La

Members of the Executive Committee Present:
Jacqueline Beauchamp
Kathy Bobbs
Art Favre
Joe May
Mike Mitternight
Charles Moniotte
Mike Palamone
Jorge Tarajano
Buck Vandersteen

Members of the Executive Committee Absent:
Curt Eysink
Louis Reine
Eddie Rispone, Chairman

I. Call to Order

Chairman Eddie Rispone was not in attendance. The meeting was chaired by Kathy Bobbs who called the meeting to order

II. Approval of Minutes

A draft of the minutes from the March Executive Council meeting was given to each member for their review and approval. A motion was made to approve the minutes. That motion passed.

III. Consideration of Election Procedures for WIC Chairman and Vice Chairman

Claudieidra Minor presented a memorandum to the council that addresses the procedures for the election of the Chairman and vice Chairman for the Workforce Investment Council. The memorandum stated that the chairman and vice chairman were appointed initially by the Governor but the members must elect them thereafter, every other year. The chairman shall be elected from among the members representing business and industry appointed by the governor. The council was also advised that the meetings were open to the public and any type of proxy voting or secret ballots is prohibited by public bodies. All votes will be recorded in the minutes, journal and other official written proceedings of the body and will be a part of public record. The council was also given the option of adopting policy or promulgating the rules with regard to nomination, election and term of officers. The Chair and Vice Chair shall be elected at the last meeting of every other fiscal year by majority vote to serve as presiding officer of the council. According to the statute, majority vote is defined by the number of members appointed not the number of members present at a meeting. Therefore the majority vote is 21 members (40 members total plus 1). All elected officers shall be for a period of two (2) years and shall begin on July 1 of the year of election with all terms ending on June thirtieth. A council member may serve for as many terms as elected. In the event a chairman or vice chairman is not elected a temporary chairman can be elected by majority vote. Several suggestions regarding this voting procedure was put forward by the council.
They include:

a. A nominating committee be chosen for the selection of the Chair and Vice Chair.
b. Someone be in charge of contacting the nominees and outline the duties and responsibilities of the positions.
c. Changing the statue to redefine what’s required for a quorum.
d. Allow the temporary Chair the ability to conduct meetings

A motion to accept the Election Procedures with a revision to add a nominating committee, allow the temporary Chair to conduct meetings if necessary and correct a typo on the memorandum. The motion was 2nd and passed.

IV. Consideration of Procedure to Remove WIC Member for Failure to Meet Attendance Requirement

Claudeidra Minor addressed the council with regard to a procedure to remove WIC members for failure to meet attendance requirements. The law states that council members must attend one half of the regularly scheduled meetings in any calendar year. The procedure to adopt states that when a member fails to attend the regularly scheduled meetings the council will notify the member in writing that they are considering recommending to the Governor that the council member be removed from the office immediately at the next scheduled meeting or that a special meeting be called for that purpose. At that meeting the council member will have the opportunity to present his/her reason why the council should not recommend removal. The council will then vote on whether or not to recommend removal from the Governor’s office. By majority vote the attendance record shall be furnished to the Governor’s office along with a written request by the council signed by the Chairman for removal. These provisions only apply to those members appointed by the Governor. Several suggestions regarding this procedure were put forth by the council. They include:

a. The language in the law should be modified to state that if a member fails to meet the attendance requirement a letter will automatically be sent to the Governor recommending removal without any other necessary processes.
b. After three (3) absences the council should notify the nominating association of the member’s absences in the case of those members that were appointed by the Governor. All other members (and their designees) will be notified in writing and made aware of their absence record. After four (4) absences the Governor’s office will be notified of the absences and a request to remove will be made.
c. If this rule is adopted by the council it should be retroactive to January of the current year.

A motion was made to accept the policy as amended by the suggestions above. It was 2nd and passed.

V. Presentation and Discussion of Requirements for Certification Inclusion on the IBC Focus List and Industry-Based Certification Application.

Charles Moniotte, Chairman of the IBC addressed the council with regard to the items that should be included on the focus list and the IBC application. He informed the council that a cover letter was being developed. The cover letter would include a definition of the IBC, give the purpose and outline the criteria for inclusion on the Focus List. Once the cover letter and requirements were completed it would be reviewed by the IBC Council then brought before the full WIC for approval. Suggestions were made that the application should include recognition of validity and also be clear in that it has no ties to the licensing process. All of the suggestions will be taken into consideration and included in the final draft for the full Workforce Investment Council.

VI. Suggested Agenda Items for WIC May 17, 2011 Meeting

The following items were suggested to be included on the agenda for the May 17th, WIC meeting:

a. IBC Presentation/Approval
b. LSR State Plan Approval
c. LWC State Plan Approval
d. Election procedure consideration/approval
e. Recommended changes to removal procedures review and approval
f. Presentation by ULL on their Workforce Simulator

Meeting was adjourned