



**NEW ORLEANS**  
**WORKFORCE DEVELOPMENT BOARD**

NOWDB Full Board  
JOB1 Business and Career Solutions Center  
1307 Oretha Castle Haley – New Orleans, LA  
May 13, 2025 | 11:00AM  
Meeting Summary

**Attendance**

**Members Present**

Gregory Curtis  
Chris Bardell  
Desiree Stelly Bordenave  
Danielle Garrett  
Angelle Hava  
Floyd James  
Claire Jecklin  
Rachel Mackey  
Andrew O'Brien, Sr.  
Peter Pappas  
Jerry Repka  
Stacey Shepperson  
Allen Square  
Rodney Wallis  
Arlanda Williams  
Allyson Wilson

**Members Absent**

Melissa Hopson  
Mikal Anderson  
Dottie Belletto  
Charlene Bonck  
Thelma French  
Jeffrey Martin  
Jeffrey Schwartz  
Runiaja Vicksbrown

**Staff and Guest**

Tyra Johnson Brown  
Tammie Washington  
Neia Limar  
Sabrina Johnson  
Karmen McKinley  
Lori Boissiere  
Leonard Zanders

Board Members who attended the meeting virtually: none

**I. Chairman Welcome**

11:11am Chairman Curtis welcomed everyone to the meeting. He began the meeting by requesting a report update from the Director of Youth Initiative Programs, Karmen McKinley. Director McKinley announced that registration for the Mayor's Summer Youth Employment Program (MSYEP) is officially closed. The registration process was successful and nearly 1,600 applications were received. A payroll file for 1,058 youth was submitted this morning. The program surpassed its goal to employ 1,000 youth for the summer. Workplace assignments will be sent out on May 15<sup>th</sup> to notify youth of their worksite placements and employers will be provided with a roster of

their summer employees. An all call for additional business was made. An employer orientation took place in early April and youth participant orientation sessions took place on May 3<sup>rd</sup> and May 10<sup>th</sup> and a make-up session will take place on May 31<sup>st</sup>. A question was raised regarding a breakdown of demographic information on the MSYEP participants. Ms. McKinley advised that the information will be made available for the next board meeting.

**II. Roll Call**

Board Manager Neia Limar advised Chairman Curtis that a quorum had been met.

**III. Approval of the NOWDB Full Board Draft Meeting Minutes from March 19, 2025**

Motion by: Andrew O'Brien

Second by: Rodney Wallis

No Opposition

The motion was approved by unanimous decision.

**IV. Chairman Update**

Chairman Curtis referenced the calendar of 2025 NOWDB scheduled meetings that was provided to board members inside their packets. He encouraged all board members to make every effort to attend all meetings. He also reminded board member to complete the required Conflict of Interest Statements, Ethics training and Financial Disclosure Forms for the State. A breakdown and discussion was had about the Regional and Local Plan PY 2024 – 2027 for New Orleans Workforce Development Area (LWDA 12). A motion was presented for the NOWDB to approve the plan.

**V. Approval of the REGIONAL AND LOCAL PLAN PY 2024 – 2027 for LWDA 12**

Motion by: Claire Jecklin

Second by: Andrew O'Brien

No Opposition

The motion was approved by unanimous decision.

**VI. Staff Updates/Program Oversight Report**

Office of Housing Policy and Community Development Director, Tyra Johnson Brown, reported on the Job1 Operator RFP. She advised that the previous RFP was canceled to eliminate any language that referenced Diversity, Equity and Inclusion. After working with the City's attorneys, a new RFP has been created and will be released no later than next Monday, May 19<sup>th</sup>. She informed board members that the mandated bi-annual Louisiana Workforce Commission (LWC) Board Certification packet had been successfully completed and was submitted to the State ahead of the May 1<sup>st</sup> deadline. She concluded her report with an update regarding the monitoring review conducted by the LWC on January 29<sup>th</sup> & 30<sup>th</sup>. Although the draft of the final report is pending, no major issues were found during the onsite visit and all minor questions were addressed and resolved.

**Youth Committee Report**

Youth Committee Chair Claire Jecklin began by acknowledging the tremendous growth and success of the MSYEP while commending Director McKinley and her small staff of two employees for their incredible work. She emphasized the positive impact of the Youth Expo that took place on April

16<sup>th</sup>. She also reported that the need for additional business and employers in the Lower 9<sup>th</sup> Ward was mentioned at a neighborhood townhall meeting and requested that board members reach out to Director McKinley if they know of anyone who could employ youth for the summer. She advised that the ongoing recruitment of new business partners for MSYEP has been happening via media, businesses, schools and agencies. She added that a discussion was had around the availability of federal funds and that the WIOA Program Manager/OWD Deputy Director, Tammie Washington, was able to clarify those questions. Ms. Jecklin concluded her report by noting Dr. Fateama Fulmore being formally sworn in as the Superintendent of Schools.

### **Finance Committee Report**

Finance Chair, Floyd James, reported that the Finance Committee met in May 1<sup>st</sup>. He reported that the committee reviewed the fiscal in detail through March 31, 2025. He noted that the overall expenditure rate for Adult, Dislocated Worker and Youth programs is 59.33% through March 31, 2025, with 8% of the grant life remaining on the carryover and 58% grant life remaining on current PY24 allocation. He confirmed that the trending is the same as in previous years with no sign of any anomalies. He advised that staff also reviewed and discuss the training financial log in detailed explaining that the logs experience lag time between obligation and expenditures and that by the June 2025 report the distance between the obligated total and expended total will close the gap significantly. Staff also discussed the newly awarded Pathway 4 grant which has begun enrolling clients and looking forward to increasing enrollment throughout this quarter. He concluded his report with the note that the Equus team will provide more details on the progress of the grant. Chairman Curtis raised a question regarding the percentages and dates. Chair James clarified that the report represents data only through March 31<sup>st</sup>.

### **Operator Report**

Director Zanders reported on the Adult and Dislocated programs. The trend in the adult training placements has exceeded the target of 85 trainings. 162 trainings have been processed as of April 30<sup>th</sup>. He acknowledged the Office of Workforce Development for supporting by facilitating the transfer of funds and noted that the introduction of ARPA funding which will support future trainings. He also highlighted the Committed to Change (CTC) Work Readiness class, of which 85 individuals have completed this four-week program. He continued with a report on Business Solutions. He advised the group that Job1 will be partnering with the City of New Orleans Low Barrier Shelter to assist in bringing employment opportunities to the community within the shelter. There is a Career & Training Advance Manufacturing Fair scheduled for next week. He added that the Young Adult Expo is the highlight of the programmatic year for the Youth Works Program. In April, a total of 293 work permits were issued. Additionally, the Pathway Home IV/RESTORE as of April 30<sup>th</sup> Job1 has 101 participants enrolled in this program with an overall goal of 150 participants by the end of this calendar year. Director Zanders shared a promotional video that highlighted the success of the Young Adult Expo held on April 16<sup>th</sup>. The next job fair will be held on May 21<sup>st</sup> from 10AM – 1PM at 1307 Oretha Castle Haley Blvd., New Orleans, LA 70013.

Board member, Peter Pappas, added to the conversation with an update on the Business Engagement Survey that was sent out to participating businesses and employees. A discussion was had around how to garner more responses.

Board member, Claire Jecklin, raised a question regarding how to respond to inquiries related to the change in leadership within the Mayor's Office of Workforce Development (OWD). Chairman Curtis advised that OWD staffing decisions are made by the City of New Orleans and that it would be an inappropriate topic for members of the board to engage in. NOWDB members have a fiduciary and programmatic responsibility to the Louisiana Workforce Development Board.

Board member, Floyd James, asked if "fiduciary lines of sight" continued to be in place to maintain the board's effectiveness. Chairman Curtis advised Mr. James that part of the role of being a board member is to provide more knowledge and insight as key stakeholders in New Orleans. Director Tyra Johnson Brown added confirmation that the momentum of the initiatives and programs of OWD would continue as before.

Board member, Peter Pappas, provided a reminder that one of the objectives of the board is to change the image of being reactionary to the employment needs of local citizens and become the primary place for initial resources and training.

**VII. Public Comments**

There were no comments from the public.

**VIII. Open Discussion**

**Motion to Adjourn**

Motion by: Andrew O'Brien

Second by: Allyson Wilson

No Opposition

The motion was approved by unanimous decision.

Meeting adjourned at 11:56am.