



Local Workforce Development Board and
Board of Commissioners
Meeting #25-02
Central Mississippi Planning and Development District
1020 Centre Pointe Boulevard
Pearl, MS 39208

Thursday, December 11, 2025
10:30 a.m.

AGENDA

- | | | |
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| I. | Welcome and Introductions | Benny Hubbard, LWDB Chair
Daryl McMillian, BOC Chair |
| II. | ACTION: Approval of Minutes
Exhibit A: BOC Minutes of September 25, 2025 Exhibit
B: LWDB Minutes of September 25, 2025 | Benny Hubbard, LWDB Chair
Daryl McMillian, BOC Chair |
| III. | REPORT: Director's Report | Robin Parker, CMPDD |
| IV. | REPORT: Workforce In Action Panel | Panel of Students & Career Coaches |
| V. | ACTION: Board Nomination | Michael Curran, CMPDD |
| XI. | REPORT: SCMW WIOA LWDB Meeting Schedule
Exhibit C: PY26 LWDB Meeting Schedule | Robin Parker, CMPDD |



**SOUTH CENTRAL
MISSISSIPPI WORKS**

Exhibit A: BOC Minutes of September 25, 2025

MINUTES

**SOUTHCENTRAL MISSISSIPPI WORKS
Board of Commissioners #25-01
Copiah – Lincoln Community College – Thames Center
1084 Lake Road | Wesson, MS 39191
Thursday, September 25, 2025 | 1:00 p.m.**

The Board of Commissioners (BOC) for Southcentral Mississippi Works (SMW) met on Thursday, September 25, 2025, at Copiah–Lincoln Community College in Wesson, MS. The meeting convened at 1:00 p.m. with BOC Chair Daryl McMillian presiding.

Local Workforce Development Board Members in Attendance

Member	Present	Represented by	Member	Present	Represented by
Justin Lofton	✓		Melvin Graves		
Karl Banks	✓	Greg Higginbotham	Angela Hutchins	✓	
Sid Scarbrough			Kenyon Jackson	✓	
Danny Craft	✓		Shawn Jackson	✓	
Kimber Jones	✓		Kelvin King	✓	
Robert Graham	✓		Daryl McMillian	✓	
Doug Falvey			Stanley Stephens		
Doug Popwell	✓		Willie Wright	✓	

SCMW Staff in Attendance

Member	Present
Robin Parker	✓
Michael Curran	
Tina Tolar	✓
LouSonya Woodland	✓
Angie Miles	✓
Jane Foreman	✓

I. Welcome and Introductions

The meeting was called to order at 1:00 p.m. by BOC Chair Daryl McMillian, who welcomed all attendees. As a quorum was not present, the commissioners in attendance agreed to proceed with the agenda as planned. All votes were subsequently conducted via an online form.

II. ACTION: Approval of Minutes of BOC March Meeting

Chair Daryl McMillian directed the Local Workforce Development Board members to review *Exhibit A: Minutes of the March 13, 2025 Meeting*.

Motion: Supervisor Kelvin King moved to approve the minutes as presented in Exhibit A.

Second: The motion was seconded by Supervisor Kenyon Jackson.

Vote: The motion was unanimously approved by the board.

III. REPORT: Director's Report

Dr. Robin Parker provided updates on several key initiatives, including details about the upcoming Grand Opening of the Digital Access Center, scheduled for October 14, 2025. She then invited Dr. Wendy Smith to share progress on the center's development at Southwest Mississippi Community College.

Dr. Parker continued with an overview of ongoing internship partnerships, highlighting collaborations with Raytheon, Nissan, and several other employers. She also reported the successful completion of two cohorts of the Information Infrastructure Pre-Apprenticeship Program (I2PA).

In addition, Dr. Parker noted the continued success of the *Reconnect* training courses and announced plans to expand offerings in Natchez and across the Southwest region.

Finally, she shared that South Central MS Works was recognized with the **2025 Workforce Program of the Year** award for the *Reconnect* initiative at the Accelerate MS Conference.

IV. ACTION: Approval of Procurement

Board members reviewed a proposed procurement for services with Build MS, also known as the Mississippi Construction Education Foundation. This procurement includes the addition of an extra career coach to support workforce development efforts.

Motion: Supervisor Kelvin King moved to approve the procurement as presented.

Second: The motion was seconded by Supervisor Kenyon Jackson.

Vote: The motion was unanimously approved by the board.

V. ACTION: Approval of PY25 Budget Amendment

Board members reviewed *Program Year 2025 Amended Budget*, which includes the addition of Build MS and increased funding allocations for WIOA Training Programs and Services.

Motion: Supervisor Kelvin King moved to approve the budget amendment as presented.

Second: The motion was seconded by Supervisor Kenyon Jackson.

Vote: The motion was unanimously approved by the board.

VI. REPORT: SCMW WIOA LWDB Meeting Schedule

Dr. Robin Parker presented *Program Year 2025 Meeting Schedule* to the board, outlining the remaining meetings for the year. She noted that the next scheduled meeting will be held at the **CMPDD office in Pearl on December 11, 2025.**

There being no further business, the meeting adjourned at approximately 2:00 p.m.

Recorded By: Tina Tolar

Approved By: _____

Date Approved: _____

Attachment A: Summary of Online Voting Results
September 2025 Board of Commissioners Meeting

Due to the absence of a quorum during the meeting, all motions were voted on electronically via an online form. The following commissioners submitted votes between September 25 and September 29, 2025. Each motion received unanimous approval.

Commissioner Name	County	Motion 1: Approve June 5 Minutes	Motion 2: Award Sector Career Coach Contract	Motion 3: Approve Modified Budget
Daryl McMillian	Copiah	Approved	Approved	Approved
Danny Craft	Simpson	Approved	Approved	Approved
Kelvin King	Jefferson	Approved	Approved	Approved
Robert Graham	Hinds	Approved	Approved	Approved
Kenyon Jackson	Wilkinson	Approved	Approved	Approved
Kimberly Jones	Claiborne	Approved	Approved	Approved
Willie Wright	Yazoo	Approved	Approved	Approved
Doug Popwell	Walthall	Approved	Approved	Approved
Angela Hutchins	Adams	Approved	Approved	Approved
Greg Higginbotham (for Karl M. Banks)	Madison	Approved	Approved	Approved
Shawn Jackson	Warren	Approved	Approved	Approved
Justin Lofton	Pike	Approved	Approved	Approved

Motion Details:

- **Motion 1:** Approval of June 5, 2025, Board of Commissioners Meeting Minutes (Exhibit A, pp. 3–8)
- **Motion 2:** Award of Sector Career Coach Contract to Build Mississippi (Exhibit B, p. 9)
- **Motion 3:** Approval of Modified Budget for Build Mississippi, allocating \$78,200 (Exhibit C, p. 10)

All motions passed unanimously.



**SOUTH CENTRAL
MISSISSIPPI WORKS**

B: LWDB Minutes of September 25, 2025

MINUTES

SOUTHCENTRAL MISSISSIPPI WORKS Local Workforce Development Board Meeting # 25-01

**Copiah – Lincoln Community College – Thames Center
1084 Lake Road Wesson, MS 39191
Thursday, September 25, 2025 10:30 a.m.**

The Local Workforce Development Board (Local Workforce Development Board) for Southcentral Mississippi Works (SMW) met on Thursday, September 25, 2025, at Copiah Lincoln Community College in Wesson, MS. The meeting convened at 10:32 a.m. with Local Workforce Development Board Chair Bennie Hubbard presiding.

Local Workforce Development Board Members in Attendance

Member	Present	Represented by	Member	Present	Represented by
Tara Barnes			Katelyn Langford		
Chris Bass			David Livingston		
Sara Bridge			Sharolyn Magee	✓	
Jill Busby	✓		Larkin Simpson		
Shakira Cain	✓		Mary Sims-Johnson		
Garrick Combs	✓		Debra Smith		
Arthur Evans	✓		Kemsye Smith		
Myrle Grate			Jim Stephens	✓	
John Graves			Daren Vandevender	✓	
Cheryl Henry	✓		Earl Washington	✓	
James Hester	✓		Tuwanna Williams	✓	
Benny Hubbard	✓				
Francis Jackson					

SCMW Staff in Attendance

Member	Present
Robin Parker	✓
Michael Curran	
Tina Tolar	✓
LouSonya Woodland	✓
Angie Miles	✓
Jane Foreman	✓

The following guests attended the meeting:

Lori Harrell, Career Coach - CMPDD
Mindy Lofton, Career Coach - CMPDD
Jackie Martin, CLCC
Angela Hayes, HCC
Erin Gowen, HCC
Jeanette Moncure, HCC
Beverly Trimble, HCC
Daphane James, MDES
Trae Muse, MDES
Tracy Oscar, MDES
Cherish Johnson, MDES
Christy Morris, SMCC
Angel Addison – Johnson, SMCC
Carld Wisch, Job Corps
Youlanda Benjamin, Job Corps
Debbie Zeigler, Job Corps
Krystle Culver, Accelerate MS

I. Welcome and Introductions

The meeting was called to order at 10:35 a.m. by Local Workforce Development Board Chair Bennie Hubbard, who welcomed all attendees. Dr. Dewayne Middleton extended greetings on behalf of Copiah–Lincoln Community College, expressing appreciation for the board’s continued collaboration with the college.

II. ACTION: Approval of Minutes of Local Workforce Development Board March Meeting

Chair Bennie Hubbard directed the Local Workforce Development Board members to review *Exhibit A: Minutes of the March 13, 2025 Meeting*.

Motion: Ms. Cheryl Henry moved to approve the minutes as presented in Exhibit A.

Second: The motion was seconded by Mr. Earl Washington.

Vote: The motion was unanimously approved by the board.

III. REPORT: Director’s Report

Dr. Robin Parker provided updates on several key initiatives, including details about the upcoming Grand Opening of the Digital Access Center, scheduled for October 14, 2025. She then invited Dr. Wendy Smith to share progress on the center’s development at Southwest Mississippi Community College.

Dr. Parker continued with an overview of ongoing internship partnerships, highlighting collaborations with Raytheon, Nissan, and several other employers. She also reported the successful completion of two cohorts of the Information Infrastructure Pre-Apprenticeship Program (I2PA).

In addition, Dr. Parker noted the continued success of the *Reconnect* training courses and announced plans to expand offerings in Natchez and across the Southwest region.

Finally, she shared that South Central MS Works was recognized with the **2025 Workforce Program of the Year** award for the *Reconnect* initiative at the Accelerate MS Conference.

IV. Report: Career Coach Update

Coaches from four schools in Ecosystem 7 provided updates, sharing success stories and highlighting their efforts to foster meaningful connections within the workforce development system.

One notable example featured a coach who supported a student exploring the Lineman Program at Copiah–Lincoln Community College. The coach guided the student through the application process and clarified the program’s requirements. As a result of this support, a representative from the college agreed to visit the school and speak directly with students—an engagement that was scheduled to take place during the time of the board meeting.

V. ACTION: Approval of Procurement

Board members reviewed *Exhibit B*, a proposed procurement for services with Build MS, also known as the Mississippi Construction Education Foundation. This procurement includes the addition of an extra career coach to support workforce development efforts.

Motion: Ms. Jill Busby moved to approve the proposed procurement as outlined in *Exhibit B*.

Second: The motion was seconded by Dr. Shakira Cain.

Vote: The motion was unanimously approved by the board.

VI. ACTION: Approval of the Stevens Amendment Compliance Policy

Board members reviewed *Exhibit C: Stevens Amendment Compliance Policy #34*. The purpose of this policy is to establish clear guidance for complying with the Stevens Amendment requirements, ensuring that all public communications and materials developed or issued by the Local Workforce Development Area (LWDA), its subrecipients, and contractors appropriately disclose federal funding sources and amounts, as required by law.

Motion: Mr. Arthur Evans moved to approve the proposed policy as presented in *Exhibit C*.

Second: The motion was seconded by Mr. Jim Stevens.

Vote: The motion was unanimously approved by the board.

VII. ACTION: Approval of the Eligibility Policy

Board members reviewed *Exhibit D: Eligibility Policy*, which outlines the services available at WIN Job Centers and specifies eligibility criteria for Adults and Dislocated Workers in accordance with Section 3 of the Workforce Innovation and Opportunity Act (WIOA), as well as Youth eligibility under Section 129. The policy also addresses Work Authorization Requirements in compliance with **Training and Employment Guidance Letter (TEGL) 20-01**.

Motion: Dr. Shakira Cain moved to approve the proposed policy as presented in *Exhibit D*.

Second: The motion was seconded by Mr. Earl Washington.

Vote: The motion was unanimously approved by the board.

VIII. ACTION: Approval of PY25 Budget Amendment

Board members reviewed *Exhibit E: Program Year 2025 Amended Budget*, which includes the addition of Build MS and increased funding allocations for WIOA Training Programs and Services.

Motion: Mr. Darren Vandevender moved to approve the proposed budget amendment as presented in *Exhibit E*.

Second: The motion was seconded by Mr. Earl Washington.

Vote: The motion was approved by the board. Representatives from the MS Department of Employment Security, Copiah–Lincoln Community College, Southwest Mississippi Community College, and Hinds Community College abstained from the vote.

IX. REPORT: SCMW WIOA LWDB Meeting Schedule

Dr. Robin Parker presented *Exhibit F: Program Year 2025 Meeting Schedule* to the board, outlining the remaining meetings for the year. She noted that the next scheduled meeting will be held at the **CMPDD office in Pearl on December 11, 2025**.

There being no further business, the meeting adjourned at approximately 11:43 a.m.

Recorded By: Tina Tolar

Approved By: _____

Date Approved: _____

Exhibit C: PY26 LWDB Meeting Schedule

South Central Mississippi Works

Local Workforce Development Board Nominations

December 2025

Casey Anderson - Executive Director of MS Forestry Association in Hinds County (Replacing David Livingston)

Chris Bass - Owner of ACEC of MS in Rankin County (Renominated)

Arthur Evans - Director of Copiah County Economic Development (Renominated)

Cheryl Henry - Assistant Director of Adult Education at Southwest MS Community College in Pike County (Renominated)

Benny Hubbard - Owner of Hubbard Financial Services in Rankin County (Renominated)

Francis Jackson - President of Midsouth Lease and Sales, Inc. in Copiah County (Renominated)

Mary Sims-Johnson - Executive Director at Madison County Citizens Service Agency in Madison County (Renominated)

Earl Washington – President of US Coating Specialties and Supplies, LLC. in Hinds County (Renominated)

Tuwanna Williams – Executive Director of Workforce Education at Copiah Lincoln Community College in Copiah County (Renominated)