I. CHAIR LISA BALTY CALLED THE MEETING TO ORDER AT 1:52 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members Present: Lisa Balty, Tyane Dietz, Robert Fitzpatrick, Wayne Haglund, Garvey Jackson, Gene Lee, Ellen Mills, and John Allen Slocomb

Members Absent: Jerry Huffman, Kelli Marshall, and Robin Moore

Board Staff Present: Mark Durand, Tara Mosley, Laura Purvis, and Gini Blackwell

Visitors: Billy Reddick, Project Director, Dynamic Workforce Solutions

CHAIR LISA BALTY REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

Chair Lisa Balty asked that all members sign a conflict of interest declaration regardless if they have a conflict or not.

WELCOME OF GUESTS:

Mark Durand introduced Billy Reddick with Dynamic Workforce Solutions and Gini Blackwell, the new Finance Director for Workforce Solutions Board.

II. Discussion/Action Item Approval of Minutes- September 11, 2018

- Motion: Tyane Dietz made motion to approve minutes as presented
- Second: Garvey Jackson
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes
III. Public Comments

- None

IV. Information Items

- None

V. Discussion and Possible Action

a. Action Item 18-28 Training Provider Applications – Tara Mosley presented the nine (9) training programs by three (3) different training providers for consideration of approval. Tara explained that New Era and the 360 Academy are both new programs. The Committee asked if there were any other training providers that offered Six Sigma and Windows courses? Tara explained that Angelina provides Windows and Texas A&M offers the Six Sigma Business training. The Committee discussed tabling New Era and 360 Academy until follow up data is available for job placement in these courses.

- Motion: Lisa Balty, made a motion to approve all four (4) Angelina College (Lufkin) Programs
- Second: Ellen Mills
- In Favor: All
- Oppose: None
- Abstain: Wayne Haglund
- Motion: Passes

Wayne Haglund declared a conflict of interest.

b. Action Item 18-29 Personnel Policies and Procedures Revisions- Mark Durand presented the committee recommended changes to the personnel policies. Several changes are word deletions, additions, or spelling corrections. Mark explained that the employee insurance premiums decreased for CY’19. Currently, the Board pays 100% of the employees Health, Dental, and Long Term Disability. Mark requested the committee to add vision to the benefit plan. The cost of vision is $20.00 per employee per month, the carrier would be Eyetopia. Mark also requested the Board to approve the elimination of the two (2) floating holidays. Currently, the staff receives 10 holidays and two (2) floaters plus accrual of vacation and sick leave. Committee asked how many holidays the contractor staff receive. Dynamic Workforce Solutions receives eleven (11) and Goodwill Industries nine (9). Lisa Balty commented that the Nacogdoches Economic Development Corporation (NEDCO) performed a wage and benefits survey of the employers in Nacogdoches and Angelina County and 80% of the employers surveyed offered 6-10 holidays to their employees. Action Item 18-29 with all requested revisions attached.

- Motion: Lisa Balty made a motion to approve Action Item 18-29 as presented
- Second: Tyane Dietz
- In Favor: All

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c. **Open Session Action, if any, as a result of Closed Session**

- None

**VI. Discussion and Acceptance of Financial Reports**

- Financial Reports for September 11, 2018
- Budget vs Actual
- Grant Report

Gini Blackwell presented the September 2018 financial reports. Two items noted in the narrative are general administrative expense and professional fees and service. Lisa Balty asked why the Grant report reflects five (5) asterisks next to the High Demand Job Training Grant and there is no explanation at bottom of page. Gini noted that she would follow up and report at next committee meeting.

**VII. Adjourn**

Chair, Lisa Balty, adjourned the meeting at 2:37 p.m.

Duly passed and approved on this 19th day of February 2019

Lisa Balty, Chair

Attest

Tara Mosley,
Workforce Development Director

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