I.  

CHAIR ROBERT FITZPATRICK CALLED THE MEETING TO ORDER AT 12:47 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members Present:  
Chair Robert Fitzpatrick, Laura Bush, Marissa Phillips,  
Steve Slauson, John Allen Slocomb, and John White  
Members Absent:  
Joe Clyde Adams, Phyllis Grandgeorge, Malcom Ifoezeh,  
Charlotte Morris-Carter and Elaine Wade  
Board Staff Present:  
Tara Mosley and Kim Moulder  
Visitors:  
Donna Weese and Paul Dunn, Dynamic Workforce Solutions and Michelle Kennedy, Goodwill Industries

II.  

CHAIR ROBERT FITZPATRICK REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.  
All members completed and signed the Conflict of Interest.

III.  

PUBLIC COMMENTS.  
None.

IV.  

COMMENTS  
Tara Mosley informed the Operations Committee that the Board was informed by Cara Wheeler from Texas Workforce Commission (TWC) that the Board was out of compliance at the April meeting due to not having enough Community Based Organizations (COB) represented.  As a result, the Board will not have minutes from the meeting in April and any action acted upon must go through ratification in order to be approved. The Board has added 2 new Board members, with one representing a COB. The Board roster is now in compliance.

V.  

APPROVAL OF MINUTES  
A. Ratification of Approval of the November 14, 2017 Minutes  
Motion:  
John Allen Slocomb made a motion to approve the November 14, 2017, minutes for ratification.
Second:  
Marissa Phillips  
In Favor:  
All  
Opposed:  
None  
Abstained:  
None  
Motion:  
Carries

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VI. DISCUSSION AND POSSIBLE ACTION

A. Action Item 18-04 Ratification of Complaints Hearing and Appeals Policy Update

Tara Mosley presented the Ratification of Complaints Hearing and Appeals Policy to be updated to reflect required changes and processes.

Motion: John Allen Slocomb made a motion to approve the Ratification of Action Item 18-04.

Second: Marissa Phillips

In Favor: All

Opposed: None

Abstained: None

Motion: Carries

B. Action Item 18-06 Ratification of Training Provider Applications

Tara Mosley presented the Ratification of Training Provider Applications to be approved and informed the Committee that the targeted occupations are on the Demand Occupation List.

Motion: John White made a motion to approve the Ratification of Action Item 18-06.

Second: John Allen Slocomb

In Favor: All

Opposed: None

Abstained: Laura Bush

Motion: Carries

Laura Bush Declared a Conflict of Interest for Action Item 18-06.

C. Action Item 18-07 Ratification of Work Experience and Work Activity Policy Update

Tara Mosley presented the Ratification of Work Experience and Work Activity Policy Update to change the Workforce Experience payment process.

Motion: John Allen Slocomb made a motion to approve the Ratification of Action Item 18-07.

Second: Laura Bush

In Favor: All

Opposed: None

Abstained: None

Motion: Carries
D. Action Item 18-11 Training Provider Applications

Tara Mosley presented the new Training Provider Applications to be approved and informed the Committee that the targeted occupations are on the Demand Occupation List.

**Motion:** Laura Bush made a motion to approve Action Item 18-11.

**Second:** Marissa Phillips

**In Favor:** All

**Opposed:** None

**Abstained:** None

**Motion:** Carries

VII. REPORTS

A. Workforce Center Operator Oversight Summary

Tara Mosley presented the Workforce Center Operator Oversight Summary. The Workforce Contract Management Summary Report for the month of April shows that 145 Employers participated in Outreach across the Workforce Development Area and they had 574 Job postings. In April, we had 106 Trade customers and we received word from TWC that all Buck Creek employees who will be laid off are going to be eligible for Trade assistance. Also, in April we had six customers working through the Flood grant and that grant will end in June. We had 56 customers working through the Harvey Grant (NDWG).

Tara touched based on Performance. The contractor is currently meeting 17 of the 18 performance measures as of March. The measure not being met is the Choices Full Work Rate. Current performance is at 41.03%, which is 82.06% of target. TWC has put us in a TAP for not meeting this measure for 4 consecutive months. The Board has worked with the contractor and there is a plan in place with benchmarks to help meet this goal by September.

Tara presented the Childcare Management Summary Report. Currently at 39% Year to Date (YTD) in operations so they are underspent and a plan is in place to help get these expenditures up. In Direct Care Expenditure there has been a budget amendment and the new budget is $5,872,412, which means the YTD expenditures are at 53% instead of 64%.

Tara touched on the Performance Goals for Childcare. Their goal is 97% - 102% (1,582-1,600), and in March we had 1,530 enrollments, currently we have 1,582 which is within the range.
TWC completed the monitoring for both Workforce and Childcare and there were no issues or concerns.

B. Dynamic Workforce Solutions Report
Paul Dunn and Donna Weese presented a slideshow presentation.
TWC monitoring had no findings, observations, issues or concerns. Texas Model was implemented, and delivery of services to the rural areas and training courses are available on the Board Website. Dynamic Futures is scheduled for June in Trinity County. Industry Sector Model is on schedule. Dynamic is meeting 17 out of 18 of TWC Performance measures. Local Performance Measure Youth Out of School (Youth O/S) 20% expenditures rate is not currently being met. Dynamics Solutions pays $7.25 hour to youth and they are leaving for higher paying jobs. We are working with the Board about prevailing wages. Dynamics is on track with Dislocated Workers, Adult and Youth and enrollments are improving. The Quality Plan is consistent with TWC monitoring. The December 2017 error rate was 7.19% and March 2018 recorded a 4.79% error rate. Year to Date Finance Operations Choices budget is overspent, staff is being redirected to help with recruitment in Adult, Dislocated Worker and Youth.

Laura Bush asked a question of “What is Prevailing Wages?” Paul Dunn explained that prevailing wages are established by the employer for each trade and occupation. The current pay rate at that employer is considered the prevailing wage.

C. Goodwill Contractor Services Report
Michelle Kennedy presented the Goodwill contractor report. Goodwill has 1582 enrollments as of today. Goodwill has implemented 160 training and mentoring hours to providers. Two providers went from a 2 Star to a 4 Star. June 16, 2018, Goodwill is having a quality training for providers titled “Provider Survivor Camp”. The class will be from 8 a.m. to 12 p.m. at the Lufkin Civic Center. They will have one in August in Nacogdoches with the location to be announced later.

VIII. PRESIDING OFFICER TO ADJOURN THE WORKFORCE OPERATIONS COMMITTEE MEETING.
Chairman Fitzpatrick adjourned the meeting at 1:20 p.m.
Workforce Solutions - Deep East Texas
Operations Committee Meeting Minutes
210 N John Redditt Drive
Lufkin, TX 75904
May 22, 2018

Duly passed and approved on this 9 day of April, 2019.

[Signature]
Robert Fitzpatrick, Chairman

Attest:

[Signature]
Tara Mosley, Workforce Development Director

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