I. CHAIR LISA BALTY CALLED THE MEETING TO ORDER AT 2:40 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT:


Members Absent: TJ Colwell, Karen Hatton, Garvey Jackson, Laurie King, Kelli Marshall, Quincy Martindale, Robin Moore, Marisa Phillips, Dr. Joseph Shannon, and John Allen Slocomb

Board Staff Present: Mark Durand, Tara Mosley, Gini Blackwell, Karen Stubblefield, Melissa Oaks

Visitors: LaTreaser Cartwright, Paul Dunn, Marilyn Hartsook, Teresa Maryska, Monica Peters-Clark, Billy Reddick

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 of whether they have a conflict.

WELCOME OF GUESTS:

Mark Durand welcomed new Board Member Rebekah Burkhalter. He introduced the Dynamic Workforce staff Paul Dunn, Monica Peters-Clark, LaTreaser Cartwright, and Billy Reddick; Teresa Maryska with the Texas Veterans Commission (TVC); Marilyn Hartsook, a consultant; and Workforce Solutions Board staff Tara Mosley, Melissa Oaks, and Karen Stubblefield, the new Business Development/Planner.

II. Discussion/Action: Approval of Minutes – November 13, 2018

Motion: Ellen Mills made the motion to approve the minutes as presented.
Second: Joe Clyde Adams
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

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III. Public Comments
None

IV. Information Items
A. Committee Assignments
Lisa Balty referenced the new committee assignments for the 2019 year. She said a letter from
Mr. Durand will be sent out shortly to those members with new assignments explaining their new
responsibilities.

V. Board Members’ Comments on Activity in their Respective Areas
Eddie Hopkins announced that a new company called Provalus is coming to Jasper. The company’s
first training boot camp started yesterday with 11 individuals. The company expects to open with 25-30
employees and expand to 200 in five years. A building is being renovated to accommodate the
new business. Executive Director Mark Durand announced that Eddie Hopkins was named Jasper
Citizen of the Year in January. He also reported that Robert Fitzpatrick has been recognized for his
service to youth, and that Gene Lee had recently participated in a reality television series featuring
his daughter. The show will air March 28 on USA Network.

VI. Executive Director’s Report
Mark Durand summarized the intensive focus by staff members Chelsea Martin and Deborah
Homman to increase the number of TRS providers in the region. They expect to have as many as 26
centers by the end of March, and they have increased the number of children by 200 since October
2018 with the goal to reach a total of 800 children enrolled by the end of the year. The staff is also
enhancing training opportunities offered to the TRS centers, such as CPR (cardiopulmonary
resuscitation) certification. On March 6-7, TWC will be conducting a TRS training at Angelina
College. The annual TRS banquet, scheduled for April 6 at the First United Methodist Church in
Nacogdoches, will highlight quality and curriculum. The board is invited to be present at the session
and to help with door prizes.

See attachment for the full report.

VII. Committee Reports
A. Operations Committee Reports
1. Committee Activity
Robert Fitzpatrick reported there was not a quorum for the Operations Committee, therefore
Action Item 19-02 would be put before the board for consideration.

2. Briefing Item
   a. E. Taylor and Associates Goodwill Monitoring
Mark Durand reported that E. Taylor and Associates conducted on-site monitoring of child
care services in December 2018. One finding noted in the disbursement testing of
supplies. Goodwill was utilizing estimates in the average purchase price. The process was
changed in December and the response accepted. The finding was resolved on follow-up
from E. Taylor and Associates.
3. Discussion/Possible Action
   a. Action Item 19-01 Training Provider Applications
      Workforce Development Director Tara Mosley discussed training courses to be added to
      the list of eligible training provider list.

      Motion: Tyane Dietz made a motion to accept the Angelina College and Texas
      A&M University Corpus Christi courses.
      Second: Joe Clyde Adams
      In Favor: All
      Oppose: None
      Abstain: Tim Ditoro, Laura Bush, Wayne Haglund
      Motion: Passes

      Tim Ditoro, Laura Bush, and Wayne Haglund declared a conflict of interest.

   b. Action Item 19-02 UI Job Search Requirements
      Mark Durand discussed the updated job search requirements based upon the region’s
      unemployment rate. The preliminary rate is 4.91% which means three (3) job searches
      per week must be conducted based on the methodology approved by the Board in
      February 2012. The final unemployment rate will be known later in March.

      Motion: Gregg Durham made a motion to accept the plan as presented.
      Second: Kotosha Jeffery
      In Favor: All
      Oppose: None
      Abstain: None
      Motion: Passes

B. Executive/Finance Committee
   1. Committee Activity
   2. Briefing Items
      a. Workforce Board Appointments and Reappointments – Mark Durand presented the
         list of eleven (11) individuals who were approved as new or reappointed members to the
         Deep East Texas Local Workforce Development Board. Reappointed members include:
         Joe Clyde Adams, Lisa Balty, Laura Bush, Gregg Durham, James Gentry, Garvey
         Jackson, Kotosha Jeffrey, Gene Lee, and Marisa Phillips. The two new members are
         Karen Hatton, president of Lone Star Parts in Woodville, representing the Private Sector
         Industry for Tyler County, and Rebekah Burkhelter, Coordinator of Adult Education and
         Literacy for Panola College Shelby County Center in Carthage, representing the Adult
         Basic and Continuing Education Sector. Mr. Durand noted that there were now 28 board
         members with one more open position to be named shortly by TWC. Mr. Fitzpatrick has
         agreed to be the Veteran representative to the board. The board is in compliance.

      b. Grants and Community Partnerships – With the board’s goal to attract more grants to
         the region, Mr. Durand reviewed four (4) new grants that are in the application process.
         The Workforce Specialist Pilot Program would place three (3) specialists in five school
districts to expose students in grades 6-12 to career and educational opportunities in their counties. The participating school districts are Hudson ISD, Jasper ISD, Lufkin ISD, Nacogdoches ISD, and San Augustine ISD. Announcement of the grant awards are expected no later than May. Lamar Institute of Technology and Jasper ISD have applied for the Dual Credit Career and Technical Education-Equipment Only RFA to buy equipment for information technology skills courses. Panola College submitted its Dual Credit Career and Technical Education-Equipment Only RFA for a maintenance technology certification program in Shelby County schools. These two projects align with the High Demand Occupations listing for the Deep East Texas WDA, and WSDET has submitted letters of support. Through the fourth grant, Carl Perkins Reserve Grant, San Augustine ISD will offer Certified Nursing Assistant (CNA) training.

c. Houston County Workforce Center – Change in Lessor – Mr. Durand informed the committee that the lessor for the Houston County Workforce Center changed from Angelina College to the building owner, Crockett Economic and Industrial Development Corporation, because Angelina College vacated the property. Under the interlocal agreement effective January 1, 2019, WSDET pays 12% of the building’s utility cost only. Lisa Balty noted that the TWC Monitors gave kudos to the Board for the structure of the agreement.

3. Discussion/Possible Action

a. Action Item 19-03 Two-Year Strategic Plan Modification

Mark Durand introduced Marilyn Hartsook, who had been engaged by WSDET through the Consulting and Technical Writing RFA to revise the 2017-2020 Strategic Plan as directed by the WD Letter 19-18 issued by TWC. Ms. Hartsook summarized the changes to the various sections, including the strategic and operational elements and the attachments. The draft plan is posted to the website at www.detwork.org/two-year-strategic-plan-modification through March 15, 2019, for public review and comment. Lisa Balty thanked Ms. Hartsook for taking on the project.

Motion: The Executive/Finance Committee recommended approval of the Action Item 19-03.
Second: Laura Bush
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

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

None

4. Discussion and Acceptance of Financial Reports

a. Finance Director Gini Blackwell presented the October, November and December 2018 financial reports that were accepted by the Executive/Finance Committee. Lisa Balty observed that new formatting has helped the board to better understand the information presented.
VIII. Adjourn

Chair Lisa Balty adjourned the meeting at 3:47 p.m.

Duly passed and approved on this 9th day of April 2019

Lisa Balty, Chair

Attest

Karen Stubblefield
Business Development