Workforce Solutions Deep East Texas
Operations Committee Meeting

February 14, 2017 at 12:30 P.M.
415 South First Street, 3rd Floor
Lufkin, Texas 75901

MINUTES

Members Present:
Robert Fitzpatrick, Chair
Laura Bush
Gregg Durham
Patrick Ervin
Robert Fitzpatrick
John Slocomb
John White

Members Absent:
Phyllis Grandgeorge
Malcolm Ifoezeh
Robin Moore
Marissa Phillips
Elaine Wade

Staff Present:
Sarah Milligan
Terry Campbell
Angie Laird, Recording Secretary

Visitors:
Maria Kassabaum
Tara Mosley
Michelle Kennedy

Call to Order
Robert Fitzpatrick, Chair called the meeting to order at 12:50 P. M. A quorum was verified and members were reminded of Conflict of Interest policy.

Discussion/Action

Approval of Operations Minutes of October 13, 2015
John Allen Slocomb made a motion to approve the minutes of October 13, 2015. Patrick Ervin seconded. Motion carried.

Public comments
No comments were delivered.

Information Items
No comments were delivered

Discussion/Possible Action

17-01 Training Provider Applications
Sarah Milligan presented the training provider applications as attached. John Allen Slocomb made a motion to decline the applications. Laura Bush seconded. Motion passed. The committee discussed that the two providers were more expensive and out of area.
**17-02 UI Job Search Requirements**
Sarah Milligan presented the UI search requirements. Sarah explained that the number of required UI searches is based on the unemployment rate for the area.
John Allen Slocomb made a motion to accept. John White seconded the motion. Motion carried.

**17-03 Child Care Quality Plan BRIEF ONLY**
Terry Campbell presented the plan for distributing the Child Care Quality funds as attached. Committee members discussed the options and will be briefed once a final plan is in place.

**17-08 Houston County Request for Renewal of Lease**
Laura Bush declared a Conflict of Interest, both orally and in writing.
Terry Campbell presented the request to extend the lease for another three years. Lease is with Angelina College, staff have had no issues with the facility.
Gregg Durham made a motion to accept the request. Patrick Ervin seconded. Motion carried.

**17-09 Procurement of Angelina County Workforce Center**
Terry Campbell presented the request as attached. Terry explained that Voc. Rehab would be collecting with the workforce center and that this would essentially double the space requirements of the center. Discussions regarding the costs, expenses, and expectations of TWC. John Allen Slocomb made a motion to accept. Laura Bush seconded. Motion carried.

**17-10 Procurement of Monitoring Services**
Terry Campbell presented as attached.
Patrick Ervin made a motion to accept. Gregg Durham seconded. Motion carried.

**Contractors Reports**
1863 Contractor Report
The 1863 Contractor report was presented by Sarah Milligan, and she entertained questions.

**1863 Contractor Services Report**
Maria Kassabaum presented the 1863 Contractor Services report stating that 1863 is spending a lot of time working with and on Trade. Maria said there is significant amount of retraining customers. Maria stated that the Soft Skills program has had over 750 people complete it. Maria stated that the staff are planning area events for youth for the spring.

**NCI Contractor Report**
Marilyn Hartsook was not available to present.

**NCI Contractor Services Report**
Michelle Kennedy was introduced to the committee as the new Child Care Director for Goodwill. Michelle stated that having all the staff in one location has been very beneficial to business. Michelle said that they have been able to discuss best practices and streamline customer service. Michelle stated that when the TWC enforced hold was lifted that her staff was able to work through the wait list and place everyone in care within the required time.
frame. Michelle said they were still working on numbers but knew they had exceeded the target and felt that through attrition the year end numbers would make the TWC required target number.

After no further business, the meeting was adjourned at 1:28 P. M.

Transcribed By:

Angela Laird

Date: 7/11/17

Approved by:

Robert Fitzpatrick, Chair

Date: 07-11-17