I. CHAIRMAN ROBERT FITZPATRICK CALLED THE MEETING TO ORDER AT 12:33 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members Present: Chairman Robert Fitzpatrick, Vice-Chair John Slocomb, Laura Bush, Gregg Durham, Patrick Ervin, Malcolm Ifoezeh, Robin Moore and Marisa Phillips

Members Absent: Phyllis Grandgeorge, Elaine Wade, and John White

Staff Present: Mark Durand, Kelly Davis, Chelsea Martin, and Keith Johnson

Visitors: Michelle Kennedy, Terry Kassabaum, Donna Weese, LaTreaser Cartwright, Rhonda McGrath, Paul Dunn, Teresa Maryska, and David Stua

II. CHAIRMAN FITZPATRICK REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

III. PUBLIC COMMENTS
Visitor David Stua commented that he frequented the Angelina Workforce Center and the staff has always been professional, nice, and helpful. He then informed the Board that he had an incident with a gentleman at the Angelina Workforce Center that was uncomfortable with Mr. Stua's knife that was holstered on his belt. He stated that Mr. Lewis, Angelina Workforce Center Site Manager, asked him if he would please not bring his knife into the facility. Mr. Stua was wanting to know the policy for knives on the premises, so that it may be followed properly.

IV. CONSENT AGENDA
Approval of the July 11, 2017 Minutes.

Motion: Member Patrick Ervin made a motion to approve the minutes of the April 11, 2017 Operations Committee meeting as written.

Second: Vice-Chair John Allen Slocomb

In Favor: All

Opposed: None

Abstained: None

Motion: Carries
V. DISCUSSION AND POSSIBLE ACTION
A. Action Item 17-26 Training Provider Performance Measures
   Executive Director Mark Durand read the background of the action item and explained the reasoning approval was needed for the performance measures.
   Motion: Member Robin Moore made a motion to approve the Training Provider Performance Measures.
   Second: Member Gregg Durham
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries

B. Action Item 17-27 Training Provider Applications
   Executive Director Mark Durand read the background for training provider applications. He referenced the spreadsheet attached and explained that all providers meet TWC’s minimum requirements.
   Motion: Member Gregg Durham made a motion to approve the Training Provider Applications.
   Second: Member Marisa Phillips
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries

C. Action Item 17-18 Angelina County Workforce Center Building
   Executive Director Mark Durand explained that extending the lease was recommended by the realtor to allow more time to find an appropriate building to integrate the Workforce Center as well as Vocational Rehabilitation. He informed the Board that the current landlord is willing to extend the lease by six months at the current rate.
   Motion: Member Robin Moore made a motion to approve extending the lease.
   Second: Vice-Chair John Allen Slocomb
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries
D. **Briefing Item 17-29 Independent Mediator RFP 17-04**
   Executive Director explained that RFP 17-04 has had an appeal filed. The appeal process requires and independent mediator to meet with both parties. He informed the Board that Margie Cintron would be the independent mediator for the RFP 17-04 Appeal.

E. **Briefing Item 17-30 Request for Qualification for Insurance Broker**
   Executive Director Mark Durand explained to the Board that due to monitoring procedure, TWC requires that we submit an RFQ for Insurance Brokers so that we get the best qualified broker to help with our insurance needs.

F. **Briefing Item 17-31 Request for Qualifications for Legal Services.**
   Executive Director Mark Durand explained to the Board that, like Insurance Brokers, we are also required to find qualified Legal Service as well. He also explained that we currently do not have any legal representation and there have been a few occurrences that required legal direction.

VI. **REPORTS**
   A. **1863 Contract Report**
      Executive Director Mark Durand explained that due to time constraints, the report had not been submitted in time for meeting.

   B. **1863 Contractor Services Report**
      Donna Weese and LaTreaser Cartwright gave reports on their respective counties. Both discussed several exciting things happening around the communities. Donna Weese shared an uplifting success story.

   C. **Goodwill Contract Report**
      Childcare Contract Manager Chelsea Martin gave her report on the current numbers for the Childcare Program.

   D. **Goodwill Contractor Services Report**
      Michelle Kennedy reported her numbers for the Childcare Program and Executive Director Mark Durand stated that there was a significant need for this program.

This institution is an equal opportunity provider and employer. Auxiliary aids and services are available, upon request, to individuals with disabilities.
VII. PRESIDING OFFICER TO ADJOURN THE WORKFORCE DEVELOPMENT BOARD MEETING.
Chairman Fitzpatrick adjourned the meeting at 1:18 p.m.

Duly passed and approved on this 12th day of September, 2017.

[Signature]
Chairman, Robert Fitzpatrick

Attest:

[Signature]
Kelly Davis, Executive Coordinator

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