I. **MEETING CALLED TO ORDER AT 2:35 P.M. BY CHAIRMAN JIMMY MIZE.**

II. **CHAIRMAN MIZE ANNOUNCED THAT A QUORUM WAS PRESENT.**

**Members Present:** Chairman James Mize, Vice-Chair Lisa Balty, Secretary John Slocomb, Robert Fitzpatrick, Wayne Haglund, Garvey Jackson, Joe Clyde Adams, Laura Bush, TJ Colwell, Tim Ditoro, Gregg Durham, Patrick Ervin, Malcolm Ifoezeh, Kotosha Jeffery, Robin Moore, Dr. Joseph Shannon, Elaine Wade, John White, Kari Ellis, and James Gentry

**Members Absent:** Tyane Dietz, Phyllis Grandgeorge, Jerry Huffman, Laura King, Kelli Marshall, Ellen Mills, Marisa Phillips, and Gene Lee

**Staff Present:** Mark Durand, Terry Campbell, Chelsea Martin, Kelly Davis and Angie Laird

**Visitors:** Maria Kassabaum, Tara Mosley, Paul Dunn, Rhonda McGrath, Marilyn Hartsook, Erica Cook, and Michelle Kennedy

III. **CHAIRMAN MIZE REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.**

IV. **APPROVAL OF THE APRIL 11, 2017 MINUTES.**

- **Motion:** Board Member Joe Clyde Adams made a motion to approve the minutes of the April 11, 2017 Board meeting.
- **Second:** Board Member Dr. Joseph Shannon
- **In Favor:** All
- **Opposed:** None
- **Abstained:** None
- **Motion:** Carries

V. **PUBLIC COMMENTS**

None.

VI. **INFORMATION ITEMS**

Chairman Mize introduced the new Board Members, Kari Ellis and James Gentry.

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VII. BOARD MEMBER COMMENTS
Member Robin Moore announced that there would be a new clinic opening in North Lufkin soon at 1316 Lakeview St. The clinic will be open Monday through Friday from 8:00 a.m. to 5:00 p.m. She also stated that they are hiring local residents.

VIII. EXECUTIVE DIRECTOR'S REPORT
Executive Director Mark Durand presented his monthly report as attached. Member Gregg Durham asked if the new employees hired were replacements for old positions, or new positions created. Mr. Durand explained that they were not new positions that they had been budgeted.

IX. DISCUSSION AND POSSIBLE ACTION OF EXECUTIVE AGENDA
A. April Financial Reports
B. May Financial Reports
Finance Director Terry Campbell briefed the Board Members on the current financial reports, as attached, for the months of April and May. Chairman Mize asked Ms. Campbell to discuss the percentage remaining on the budget for new Board Members.

C. Action Item 17-25 Surveillance Policy
Board Member Wayne Haglund discussed his issue with it being called a policy when it is only a consent form. He asked that policy be stricken and it be called a Surveillance Consent Form. Board Members asked that an actual policy be written and presented at next Board meeting.

Motion: Executive Finance Committee made a motion to pass with policy stricken.
Second: Vice-Chair Lisa Balty
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

D. Action Item 17-17 Monitoring Procurement Award 17-02
Finance Director Terry Campbell explained that only one proposal was received for RFP 17-02, which was from Ed Taylor, current monitor.

Motion: Executive Finance Committee made a motion to award RFP 17-02 to Ed Taylor.
Second: Board Member Robert Fitzpatrick
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

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X. DISCUSSION AND POSSIBLE ACTION OF OPERATIONS AGENDA

A. Action Item 17-19 Eligible Training Providers
   Board Member Robert Fitzpatrick discussed the report. He explained that the Operations Committee recommended to table New Era, but to pass Trinity Valley.
   
   Motion: Operations Committee made a motion to pass report with Trinity Valley and table New Era.
   Second: Board Member Joe Clyde Adams
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries

B. Action Item 17-16 Child Care Policy
   Board Member Robert Fitzpatrick discussed reason for policy change was to allow 30 days to dispute payments instead of an unlimited amount of time.
   
   Motion: Operations Committee made a motion to pass Child Care Policy.
   Second: Board Member Gregg Durham
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries

C. Action Item 17-18 Angelina County Workforce Center Building
   ITEM TABLED

D. Action Item 17-24 Ed Taylor Monitoring Reports
   Finance Director Terry Campbell discussed the findings of Ed Taylor’s monitoring reports as attached.

E. Action Item 17-22 1863 Technical Assistance Plan (handout)
   Executive Director Mark Durand discussed the 1863 Technical Assistance Plan for procurement.
   
   Motion: Operations Committee made a motion to pass 1863 Technical Assistance Plan.
   Second: Board Member Robin Moore
   In Favor: All
   Opposed: None
   Abstained: None
   Motion: Carries

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Workforce Solutions - Deep East Texas
Board Meeting Minutes
July 11, 2017

F. Action Item 17-21 One Stop Operator (handout)
Executive Director Mark Durand explained the Proposal Evaluation Summary Report for RFP 17-04 as attached. He stated the strengths and weaknesses of Dynamic Workforce Solutions, as well as 1863 Solutions. He informed the Board Members that Dynamic Workforce Solutions – TX, LLC received the higher score between the two proposals that were submitted. He also stated that the reviewers recommendation was based on their scoring, per the Lead Reviewer.

BOARD RECESS AT 3:15P.M.
BOARD CONVENED INTO CLOSED SESSION AT 3:15P.M.
BOARD RE-CONVENED INTO REGULAR SESSION AT 3:40P.M.

Motion: Operations Committee made a motion to enter into negotiations with Dynamic Workforce Solutions – TX, LLC.
Second: Board Member Gregg Durham
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

G. Action Item 17-23 Goodwill Contract Review (handout)
Executive Director Mark Durand explained the Goodwill Contract Review

Motion: Operations Committee made a motion to pass the Goodwill Contract Review.
Second: Board Member Gregg Durham
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

XI. ACTION ITEMS
None.

XII. PRESIDING OFFICER TO ADJOURN THE WORKFORCE DEVELOPMENT BOARD MEETING.
Chairman Mize adjourned the meeting at 3:43 p.m.

Duly passed and approved on this 8th day of August, 2017.

Attest:
Lisa Balty, Vice Chairman

Kelly Davis, Executive Coordinator

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