I. CHAIRMAN ROBERT FITZPATRICK CALLED THE MEETING TO ORDER AT 12:31 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members Present: Chairman Robert Fitzpatrick, Vice-Chair John Slocomb, Laura Bush, Patrick Ervin, John White and Marisa Phillips

Members Absent: Phyllis Grandgeorge, Elaine Wade, Robin Moore, Gregg Durham, and Malcolm Ifoezeh

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

Visitors: Michelle Kennedy, Maria Kassabaum, Tara Mosley, Luis Garza, LaTreaser Cartwright, Rhonda McGrath, and Paul Dunn

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

Chairman Fitzpatrick asked that all members complete and sign a conflict of interest declaration.

III. PUBLIC COMMENTS

None

IV. CONSENT AGENDA

Approval of the August 08, 2017 Minutes.

Motion: Vice-Chair John Allen Slocomb made a motion to approve the minutes of the August 08, 2017 Operations Committee meeting.

Second: Committee Member Patrick Ervin

In Favor: All

Opposed: None

Abstained: None

Motion: Carries

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V. DISCUSSION AND POSSIBLE ACTION

A. Ratification of Action item 17-21 One Stop Operator
Executive Director Mark Durand explained that due to a violation of the Open Meetings Act, Action Item 17-21 that was voted on in the July meeting was void and had to be ratified. He stated that the Board has received the same information as in the previous meeting. He went over the evaluator’s scores, each proposals strengths and weaknesses, and the lead reviewers recommendation.

Motion: Committee Member Laura Bush made a motion to table the item to go to full board.
Second: Committee Member John White
In Favor: All
Opposed: None
Abstained: Committee Member Patrick Ervin
Motion: Carries

B. Action Item 17-33 Training Provider Initial Applications
Sarah Milligan explained the one training provider application that was received this month.

Motion: Committee Member Patrick Ervin made a motion to not approve the Training Provider Applications.
Second: Committee Member Laura Bush
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

C. Action Item 17-34 WIOA Policy Update
Workforce Services Coordinator Sarah Milligan explained that the policy update was mandated by TWC.

Motion: Vice-Chair John Allen Slocomb made a motion to accept the WIOA Policy Update
Second: Committee Member Patrick Ervin
In Favor: All
Opposed: None
Abstained: None
Motion: Carries
D. Action Item 17-35 Contingency Plan
Executive Director Mark Durand explained that the contingency plan was required by TWC. This policy will help with continuity of business for the workforce centers as well as child care.

Motion: Vice-Chair John Allen Slocomb made a motion to approve the Contingency Plan.
Second: Committee Member Marisa Phillips
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

VI. REPORTS

A. 1863 Contract Report
Workforce Services Coordinator Sarah Milligan explained that due to limitations of reporting dates, these reports were not available.

B. 1863 Contractor Services Report
LaTreaser Cartwright gave a Power Point presentation with the Board. She discussed their monthly numbers and shared a few success stories. Amy David presented her numbers for the TANF participants.

C. Goodwill Contract Report
Executive Director Mark Durand explained the Contract Management Summary Report.

D. Goodwill Contractor Services Report
Michelle Kennedy reported her numbers for the Childcare Program. She also stated that they met with Technical Assistance from TWC last week and it went well. She stated that the meeting was very informative and they learned a lot of new things.
VII. PRESIDING OFFICER TO ADJOURN THE WORKFORCE DEVELOPMENT BOARD MEETING.
Chairman Fitzpatrick adjourned the meeting at 1:23 p.m.

Duly passed and approved on this 14th day of November, 2017.

Chairman, Robert Fitzpatrick

Attest:

Kelly Davis, Executive Coordinator

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