I. SECRETARY JOHN ALLEN SLOCOMB CALLED THE MEETING TO ORDER AT 2:46 P.M. AND HE ANNOUNCED THAT A QUORUM WAS PRESENT.


Members Absent: Lisa Balty, Tim Ditoro, Garvey Jackson, and Elaine Wade

Staff Present: Mark Durand, Kim Moulder, Sarah Milligan, Joshua Laskoskie, Katherine Crocker, Ron Risenhoover, and Renee Barry

Visitors: Donna Weese, Tara Mosley, Paul Dunn, Rhonda McGrath, Michelle Kennedy, and Michael Smith,

II. SECRETARY JOHN ALLEN SLOCOMB REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

Secretary John Allen Slocomb asked that all members sign a conflict of interest declaration, regardless if they have a conflict or not.

III. WELCOME OF GUESTS

Secretary John Allen Slocomb welcomed all guests and thanked them for attending the Board meeting.

IV. OFFICER ELECTIONS

Tyane Dietz recognized the other members of the nominating committee. The nominating committee recommended to the Board the following members: Lisa Balty for Chair, Wayne Haglund as Vice Chair and Kelli Marshall as Secretary. Ms. Dietz asked if there were any nominees from the Board. There were no other nominations.

Motion: Board Member Tyane Dietz made a motion to vote on the following recommendations made by the appointed nominating committee.

Second: Board Member Ellen Mills

In Favor: All

Opposed: None

Abstained: None

Motion: Carries

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Ms. Balty, who was elected Chair, was not in attendance due to a prior work engagement, therefore, newly elected Vice-Chair Wayne Haglund presided over the remainder of the meeting.

V. PUBLIC COMMENTS
None

VI. BOARD MEMBER COMMENTS
Tyane Dietz reported that she and Tim Ditoro along with several other members from Angelina County travelled to Waco in December to tour the Demand for Trades School. The school offers trade skills such as manufacturing, construction, and plumbing to local high school students. The group is possibly looking at a similar program in this area on a smaller scale at the beginning.

VII. CONSENT AGENDA
Approval of the November 14, 2017 Minutes.

Motion: Board Member Joe Clyde Adams made a motion to approve the minutes of the November 14, 2017 Board meeting.
Second: Board Member John Allen Slocomb
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

VIII. EXECUTIVE DIRECTOR'S REPORT
- Mark Durand, Executive Director reported technology equipment has arrived to support the Rural Services Strategy in the counties that do not have Workforce Centers. The first class will be offered in February in San Augustine.
- Texas Workforce Commission will offer a Texas Business Council workshop in Nacogdoches at the Fredonia Hotel January 19, 2018.
- Ron Risenhoover will be attending Procurement training February 5-7, 2018 in Austin.
- Ron Risenhoover, Sarah Milligan and Chelsea Martin will attend Contract Management training in late February.
- Ed Taylor and Associates will be performing fiscal and program monitoring review in March for preparation of Childcare and Workforce Center services.
- Performance measures reflect Deep East Texas is meeting 16 of 18 TWC measures. The two measures not met are CHOICES and Q2 Post-Exit for Youth. Plans are in place by Workforce Contractor to reach performance goals.

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Workforce Solutions - Deep East Texas
Board Meeting Minutes
415 S. First Street, 3rd Floor
Lufkin, TX 75901
January 9, 2018

IX. BRIEFING ITEMS
A. Introduction of New Board Staff – Mark Durand
   Executive Director Mark Durand introduced new Board Staff Ron Risenhoover as
   Program Director, Katherine Crocker as Finance Director, and Interim Finance
   Director-Renee Barry.

B. Final Draft of TWC Monitoring Report – Mark Durand
   Executive Director, Mark Durand, reported that the Board had responded and
   submitted documentation to the TWC findings of monitoring report #17.17.001
   Audit Resolution request.

C. Request for Qualifications (RFQ) for Realtor in Polk County – Mark Durand
   Executive Director, Mark Durand, informed the Board that a Request for
   Qualifications (RFQ) has been released to procure a Realtor for Polk County. The
   Polk County Workforce Center lease expires November 30, 2018.

D. Website Overview – Mark Durand
   Josh Lasokisie and Mark Durand provided a demonstration of the new website.

E. Child Care Services Presentation – Michelle Kennedy
   Michelle Kennedy, Child Care Services, Program Director, made a presentation to
   inform Board members about the eligibility and requirements for child care
   customers to receive services.

F. Workforce Services Presentation – Paul Dunn and Rhonda McGrath
   Dynamics Workforce Solutions made a presentation highlighting the strategies of
   administering services to the rural counties. They also explained their
   performance and outcomes during the first quarter of FY’18.

G. Financial Reports for October and November
   Interim Finance Director Renee Barry discussed the financial reports for October
   and November.

H. Expenditures of PAC Youth Incentive Funds – Mark Durand
   Executive Director Mark Durand presented a spreadsheet of PAC Incentive Youth
   Funds expenditures. It was noted that the cost of 15 Laptop Computers was
   incorrect. He informed the Board that he would revise and submit to Board in
   February meeting.

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X. DISCUSSION AND POSSIBLE ACTION OF EXECUTIVE/FINANCE AGENDA

A. Action Item 18-01 Angelina County Workforce Center
Item tabled by Executive/Finance Committee until further information is obtained from Realtor and Board staff to make an informed decision on location of Angelina County Workforce Center.

B. Action Item 18-02 Training Provider Applications
Kelli Marshall presented the Board as a motion from the Executive/Finance Committee to approve the training programs of Angelina College and Lamar Institute of Technology. Wayne Haglund, Laura Bush and Dr. Joseph Shannon declared conflicts of interest.

Motion: Executive Finance Committee made a motion to approve both for Training Provider Applications.
Second: Board Member Kelli Marshall
In Favor: All
Opposed: None
Abstained: Wayne Haglund, Dr. Joseph Shannon and Laura Bush
Motion: Carries

XI. PRESIDING OFFICER TO ADJOURN THE WORKFORCE DEVELOPMENT BOARD MEETING.
Vice Chair Wayne Haglund adjourned the meeting at 4:21 p.m.

Duly passed and approved on this 13th day of February, 2018.

Lisa Baltz, Chair

Attest:

Kim Moulder, Staff Service Specialist

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