Workforce Solutions - Deep East Texas
Board Meeting Agenda
Angelina County Workforce Center
210 N. John Redditt Drive
Lufkin, TX 75904

May 22, 2018 2:30 P.M.

Conflicts of Interest Reminder: No staff or Workforce Board member may take part in reviewing, discussing, or any other action on any proposal submitted by an agency or individuals, if that staff or Workforce Board member is an officer, employee, director, or any member of the staff or Workforce Board member’s family is the same, or has direct or indirect interest in a proposal, including through family or business relationships.

Items may not be considered in the order they appear.

I. Call to Order
   A. Verify Quorum
   B. Conflict of Interest
   C. Welcome of Guests

II. Action Item: Ratification of Approval of Minutes – February 13, 2018

III. Public Comments

IV. Information Items
   A. Review of April 10, 2018 Meeting

V. Board Member Comments on Activity in their Respective Areas

VI. Executive Director’s Report (handout)
   A. Contracts/Agreements
   B. Performance
   C. Contacts and Coordination Efforts
   D. Rules and Legislation Update
   E. Funding
   F. Other Activity and Administrative Matters not requiring action by the Board

VII. Committee Reports
   A. Operations Committee
      1. Committee Activity
      2. Discussion/Possible Action
         a. Action Item 18-04 – Ratification of Complaints Policy Update
         b. Action Item 18-06 – Ratification of Training Provider Applications
         c. Action Item 18-07 – Ratification of Work Experience and Work Activity Policy Update
         d. Action Item 18-11 – Training Provider Applications

Lisa Balty, Chair
Mark Durand
Robert Fitzpatrick, Chair
B. Business Services Committee Reports

1. Committee Activity
2. Discussion/Possible Action
   a. Action Item 18-08 – Ratification of High Demand Occupation Grant
   b. Action Item 18-12 – Nominations for 2018 Texas Workforce Awards

C. Executive/Finance Committee

1. Committee Activity
2. Discussion/Acceptance of Financial Reports
   a. Ratification of Financial Reports for January 2018
      1. Statement of Financial Position
      2. Budget vs. Actual
      3. Grant Report
   b. Ratification of Financial Reports for February 2018
      1. Statement of Financial Position
      2. Budget vs. Actual
      3. Grant Report
   c. Financial Reports of March 2018
      1. Statement of Financial Position
      2. Budget vs Actual
      3. Grant Report
3. Discussion/Possible Action
   a. Action Item 18-09 – Ratification of Angelina Co. WFC Lease Extension
   b. Action Item 18-10 – Ratification of IT Security Policy
   c. Action Item 18-13 – Annual Audit
   d. Action Item 18-14 – Angelina County Workforce Center Lease Renewal
   e. Action Item 18-15 – Budget Amendment
   f. Possible Closed Session Pursuant to Government Code 551.074 (a)(1)
      Discussion Regarding Employment Issues of a Confidential
      Nature Relevant to Executive Director Position
   g. Open Session Action, if any, as a result of Closed Session
   h. Any time-sensitive item(s) brought for action by the Executive Committee due to
      another Committee’s inability to meet and take action
   i. Any action on workforce center facilities or leases, needed to maintain access, safety,
      health, services, and financial and legal accountability, including relocation and
      closure.

VIII. Adjourn

Lisa Balty, Chair

CLOSED SESSION

If during the course of the meeting, any discussion of any item on the agenda should be held in closed session, the
Board shall convene in such closed session in accordance with the Texas Open Meetings Act, Texas Government Code
Sections 551.071 to 551.074, 551.076, 551.084, and 551.129. All final votes, actions, or decisions shall be taken in
open session.