I. CHAIR LISA BALTY CALLED THE EXECUTIVE/FINANCE COMMITTEE MEETING TO ORDER AT 12:38 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members Present: Lisa Balty, Tyane Dietz, Robert Fitzpatrick, Ellen Mills, Wayne Haglund, Garvey Jackson, Kelli Marshall and Jerry Huffman

Members Absent: Robin Moore, Gene Lee and John Allen Slocomb

Staff Present: Mark Durand, Tara Mosley, Melissa Oaks, Renee Barry and Laura Purvis

Visitors: Paul Dunn

CHAIR LISA BALTY REMINDED THE COMMITTEE MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

Chair Lisa Balty asked that all members sign a conflict of interest declaration, regardless if they have a conflict or not.

II. Action Item: Approval of Minutes – May 22, 2018

- Motion: Ellen Mills made motion to approve minutes as written
- Second: Robert Fitzpatrick
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes

III. PUBLIC COMMENTS

- No Public Comments

IV. INFORMATION ITEMS:

None
V. DISCUSSION AND POSSIBLE ACTION

a. Action Item 18-16- Trade (TAA) Policy Update - Tara Mosley requested rescinding all Board TAA Policy and adopting the Texas Workforce Commission’s Trade Adjustment Assistance Guide, as our policy, which incorporates all facets of the Trade program and shall be strictly adhered to when providing or documenting Trade services. Adherence also includes applicable Training Employment Guidance Letters and Technical Assistance Bulletins.

  - Motion: Jerry Huffman motion to approve changes in TAA Policy
  - Second: Robert Fitzpatrick
  - In Favor: All
  - Oppose: None
  - Abstain: None
  - Motion: Passes

b. Action Item 18-17- Training Provider Applications - Tara Mosley presented to the Executive/Finance Committee to consider the approval of eight (8) training programs by (4) four different training providers. Tyane Dietz and Kelli Marshall asked if the Board partnered with other providers that trained students in pre-paralegal studies and health related careers that New Era Training and MedCerts are requesting to offer on-line. Tara Mosley answered “yes” that Angelina College offered courses. Motion to approve Angelina College “Nurse’s Aide Program” (Nacogdoches) and Lamar State College Port Arthur “Jasper Driving & Heavy Equipment Academy”.

  - Motion: Lisa Balty, made a motion to approve Angelina College and Lamar College. Board deferred on-line programs (MedCerts and New Era Training Center)
  - Second: Tyane Dietz
  - In Favor: All
  - Oppose: None
  - Abstain: Wayne Haglund
  - Motion: Passes

Wayne Haglund declared and signed a conflict of interest.


  - Motion: Garvey Jackson motion to accept changes to SNAP Policy
  - Second: Kelli Marshall
  - In Favor: All
  - Oppose: None
  - Abstain: None
  - Motion: Passes
d. **Action Item 18-19** TANF Choices Policy Update - Tara Mosley presented the TANF-Choices Policy Update. Changes to policy due to the Federal Legislative and Texas Workforce Commission (TWC) rule amendments.

- Motion: Wayne Haglund motion to accept TANF Policy changes
- Second: Ellen Mills
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes


- Motion: Wayne Haglund motion to accept changes to Rapid Response Policy
- Second: Tyane Dietz
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes

f. **Action Item 18-21** Child Care Policy Update - Tara Mosley presented the changes in child care rules from TWC. Changes are as follows: The definition of excessive unexplained absences were added, assessing the Parent Share of Cost terminations due to nonpayment of the Parent Share of Cost, termination due to Excessive absences, and waiting period for reapplication.

- Motion: Tyane Dietz made motion to accept changes to Child Care Policy
- Second: Wayne Haglund
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes

g. **Action Item 18-22** Renewal of Goodwill CCS Contract - Mark Durand requested to begin negotiations for the 2018-2019 contract year with Goodwill Industries of Central East Texas, Inc. (GWI). Goodwill Industries is meeting TWC Performance in the number of children served YTD. Goodwill Industries has attended various training from fraud to enhancing quality of services for children. The 2018-2019 contract period will represent a renewal for the third year of the four-year renewal period noted in the original RFP for child care services.

- Motion: Tyane Dietz motion to begin negotiations with GWI for CCS
- Second: Jerry Huffman
- In Favor: All
h. Action Item-23 Renewal of Dynamic WFS Contract - Mark Durand presented to the Board requesting authorization to begin negotiations for the 2018-2019 contract year with Dynamic Workforce Solutions-TX, LLC. Dynamic WFS has met all but one of the TWC performance measures. The measure missed is the “TANF-CHOICES full-work rate”, which the Board and Dynamic Workforce Solutions-TX, LLC has been placed on Technical Assistance Plan (TAP). Dynamic WFS and the Board have developed an action plan to remove the TAP. Dynamic WFS continues to be supportive and innovative to meet the needs of the customers.

- Motion: Ellen Mills motion to approve negotiations with Dynamic WFS
- Second: Robert Fitzpatrick
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes

i. Action Item 18-24 Procurement of Polk County Workforce Center - Mark Durand requested approval of a five (5) year lease with Jackson Enterprises. The Board released a Request for Qualifications (RFQ) for a Commercial Rental Broker. The Board did not receive any responses to the RFQ. The Board then released a Request for Proposal (RFP) for office space in the Livingston area for the Polk County Workforce Center. Three proposals were received. One proposal did not meet minimum parking requirements. The two other proposals were evaluated, and Jackson Enterprises scored 19 points higher than J&G Development. The scoring difference was due to relocation cost, price and location. Questions from Tyane Dietz – Has the Board followed proper procurement methods? Mark Durand answered “yes”.

- Motion: Ellen Mills motion to approve Polk County WFC five (5) year lease with Jackson Enterprises.
- Second: Tyane Dietz
- In Favor: All
- Oppose: None
- Abstain: Garvey Jackson
- Motion: Passes

Garvey Jackson declared and signed a conflict of interest.

j. Open Session Action, if any, as a result of Closed Session.

None

- Motion: Garvey Jackson
- Second: Jerry Huffman
- In Favor: All
- Oppose: None
- Abstain: None
- Motion: Passes

Chair Lisa Balty, adjourned the meeting at 1:38 p.m.

Duly passed and approved on this 14th day of September, 2018.

Attest

Laura Purvis, Administrative Assistant

Lisa Balty, Chair