I. CHAIR TYANE DIETZ CALLED THE MEETING TO ORDER AT 12:43 P.M. AND ANNOUNCED THAT A QUORUM WAS PRESENT.

Members present: Lisa Balty, Tyane Dietz, Tim Ditoro, James Gentry, Wayne Haglund, Laurie King, Kotosha Jeffery, and Gene Lee

Members Absent: Dr. Joseph Shannon, TJ Colwell, and Jerry Huffman

Board Staff Present: Mark Durand and Melissa Oaks

Visitors: Michael Smith, Rhonda McGrath, and LaTreaser Cartwright

TYANE DIETZ REMINDED THE BOARD MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

Chair Tyane Dietz asked that all members sign a conflict of interest declaration regardless if they have a conflict or not.

WELCOME OF GUESTS:

Mark Durand welcomed all the visitors.

II. Discussion/Action: Ratification of Approval of Minutes-November 14, 2017

Discussion - Mark Durand explained to the committee of why the November 14, 2017 meeting Action Items had to be ratified due to the Board being out of compliance when a Board member resigned in 2017. Mark noted the Board is now in compliance by adding two new Board members.

• Motion: Gene Lee made motion to approve the ratification of November 14, 2017 Minutes
• Second: Laurie King
• In Favor: All
• Oppose: None
• Abstain: None
• Motion: Carries
Ratification of Action Item 18-08- High Demand Occupation Grant- Heavy Equipment Operator Simulators

- Motion: James Gentry
- Second: Wayne Haglund
- In Favor: All
- Oppose: None
- Abstain: Gene Lee and Tim Ditoro
- Motion: Carries

Gene Lee and Tim Ditoro declared a conflict of interest.

III. PUBLIC COMMENTS

- None

IV. Information Items:

- None

V. Discussion/Possible Action:

a. Action Item 18-12 Nominations for 2018 Texas Workforce Awards

1. Large Employer of the Year- Pilgrim’s Pride
2. Small Employer of the Year- Endura Products
3. Veteran Friendly Employer of the Year- Viper Security and Investigation
4. Local Employer of Excellence- Corrigan OSB (Roy O Martin)
5. Service to Business- HDJT Grant
6. Youth Inspiration and Career Awareness – Rural Service Strategy
7. Texas Rising Star Child Care Award

Committee provided handouts and information on each respective category.

- Motion: Lisa Balty made motion to approve nominations; except the Service to Business award
- Second: Gene Lee
- In Favor: All
- Abstain: Kotosha Jeffery
- Oppose: None
- Carries: Carries

Kotosha Jeffery declared a conflict of interest.
VI. Reports:

- Labor Market information presented by Mark Durand for March 2018. Deep East Texas unemployment rate is 5.2%.
- Rhonda McGrath provided update of Rural Service Strategy plans to present a workshop in Groveton. Recruitment efforts and coordination with County Judge to recruit out of school youth.
- Committee Chair, Tyane Dietz commented the importance of critical soft skills training for job seekers as they enter the workforce.

ADJOURN THE BUSINESS SERVICES COMMITTEE MEETING
meeting adjourned at 1:35 P.M.

Duly passed and approved on this 13th day of November 2018

[Signature]
Tyane Dietz, Chair

[Signature]
Melissa Oaks, Accounts Payable