# Workforce Solutions - Deep East Texas 47

Board Meeting Agenda Kurth Memorial Library

706 S. Raguet St., Meeting Room Lufkin, TX 75904

**April 10, 2018** 

2:30 P.M.

Conflict 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

Lisa Balty, Chair

- A. Verify Quorum
- **B.** Conflict of Interest
- C. Welcome of Guests

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

Lisa Balty, Chair

III. Public Comments

Lisa Balty, Chair

IV. Information Items

VI.

Lisa Balty, Chair

V. Board Member Comments on Activity in their Respective Areas

Lisa Balty, Chair

**Executive Director's Report (handout)** 

Mark Durand

- 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

Robert Fitzpatrick, Chair

- 1. Committee Activity
- 2. Discussion/Possible Action
  - a. Action Item 18-04 Complaints Policy Update
  - **b.** Action Item 18-06 Training Provider Applications
  - c. Action Item 18-07 Work Experience and Work Activity Policy Update

# **B.** Business Services Committee Reports

Tyane Dietz, Chair

- 1. Committee Activity
- 2. Discussion/Possible Action
  - a. Action Item 18-08 High Demand Occupation Grant

This institution is an equal opportunity provider and employer. Auxiliary aids and services are available, upon request, to individuals with disabilities.

# Workforce Solutions - Deep East Texas Board Meeting Agenda Kurth Memorial Library 706 S. Raguet St., Meeting Room

**Lufkin, TX 75904** 

**April 10, 2018** 

2:30 P.M.

# C. Executive/Finance Committee

Lisa Balty, Chair

- 1. Committee Activity
- 2. Discussion/Acceptance of Financial Reports
  - a. January 2018
    - i. Statement of Financial Position
    - ii. Budget vs. Actual
    - iii. Grant Report

# b. February 2018

- i. Statement of Financial Position
- ii. Budget vs. Actual
- iii. Grant Report
- 3. Discussion/Possible Action
  - a. Action Item 18-09 Angelina Co. WFC Lease Extension
  - **b.** Action Item 18-10 IT Security Policy
  - **c.** Any time-sensitive item(s) brought for action by the Executive Committee due to another Committee's inability to meet and take action
  - **d.** 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 Section 551.071 to 551.074, 551.076, 551.084, and 551.129. All final votes, actions, or decisions shall be taken in open session.

# **Workforce Solutions - Deep East Texas** APR 04 2018

# **Board Meeting Agenda Kurth Memorial Library** 706 S. Raguet St., Meeting Room Lufkin, TX 75904

April 10, 2018

County Clerk, County Court at Lauriscussing, or any Board member is an or has Conflict of Interest Reminder: No staff or Workforce Board member may take part in 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 business family relationships. direct proposal, including through or or indirect interest in

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Call to Order I.

Lisa Balty, Chair

- A. Verify Quorum
- **B.** Conflict of Interest
- C. Welcome of Guests

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

Lisa Balty, Chair

**Public Comments** III.

Lisa Balty, Chair

IV. **Information Items**  Lisa Balty, Chair

**Board Member Comments on Activity in their Respective Areas** V.

Lisa Balty, Chair

VI. **Executive Director's Report (handout)**  Mark Durand

- 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

#### **Committee Reports** VII.

A. Operations Committee

Robert Fitzpatrick, Chair

- 1. Committee Activity
- 2. Discussion/Possible Action
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  - **b.** Action Item 18-06 Training Provider Applications
  - c. Action Item 18-07 Work Experience and Work Activity Policy Update

# **B.** Business Services Committee Reports

Tyane Dietz, Chair

- 1. Committee Activity
- 2. Discussion/Possible Action
  - a. Action Item 18-08 High Demand Occupation Grant

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# Workforce Solutions - Deep East Texas Board Meeting Agenda Kurth Memorial Library 706 S. Raguet St., Meeting Room Lufkin, TX 75904

**April 10, 2018** 

2:30 P.M.

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Lisa Balty, Chair

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VIII. Adjourn

Lisa Balty, Chair

## **CLOSED SESSION**

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# Workforce Solutions - Deep East Texas Executive/Finance Committee Meeting Agenda Kurth Memorial Library The St., Meeting Room 1:30 P.M.

**April 10, 2018** 

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Items may not be considered in the order they appear.

I. Call to Order Lisa Balty, Chair

- A. Verify Quorum
- B. Conflict of Interest
- C. Welcome of Guests

II. Action Item: Approval of Minutes – January 9, 2018 Lisa Balty, Chair

III. **Public Comments**  Lisa Balty, Chair

IV. **Information Items**  Lisa Balty, Chair

V. **Discussion and Possible Action** 

A. Action Item 18-09 Angelina Co. WFC Lease Extension

Mark Durand Josh Laskoskie

B. Action Item 18-10 IT Security Policy

VI. Discussion and Acceptance of Financial Reports

A. Financial Reports for January 2018

Katherine Crocker

Katherine Crocker

- 1. Statement of Financial Position
- 2. Budget vs. Actual
- 3. Grant Report
- B. Financial Reports for February 2018
  - 1. Statement of Financial Position
  - 2. Budget vs. Actual
  - 3. Grant Report

VII. Adjourn Lisa Balty, Chair

# **CLOSED SESSION**

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# Workforce Solutions - Deep East Texas Executive/Finance Committee Meeting Agenda

# Kurth Memorial Library

706 S. Raguet St., Meeting Room
Lufkin, TX 75904

**April 10, 2018** 

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I. Call to Order Lisa Balty, Chair

A. Verify Quorum

B. Conflict of Interest

C. Welcome of Guests

II. Action Item: Approval of Minutes – January 9, 2018 Lisa Balty, Chair

III. Public Comments Lisa Balty, Chair

IV. Information Items

Lisa Balty, Chair

V. Discussion and Possible Action

A. Action Item 18-09 Angelina Co. WFC Lease Extension

Mark Durand

B. Action Item 18-10 IT Security Policy

Josh Laskoskie

VI. Discussion and Acceptance of Financial Reports

A. Financial Reports for January 2018 Katherine Crocker

1. Statement of Financial Position

2. Budget vs. Actual

3. Grant Report

**B.** Financial Reports for February 2018 Katherine Crocker

1. Statement of Financial Position

2. Budget vs. Actual

3. Grant Report

VII. Adjourn Lisa Balty, Chair

# **CLOSED SESSION**

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Workforce Solutions - Deep East Texas
Operations Committee Meeting Agenda
Kurth Memorial Library
706 S. Raguet St., Meeting Room,
Lufkin, TX 75904

**April 10, 2018** 

12:30 P.M.

Conflict 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.

T	Call to Order	Robert Fitzpatrick, Chair

- A. Verify Quorum
- **B.** Conflict of Interest
- C. Welcome of Guests

П	Action Item:	Approval of Minutes	s – November 14, 2017	Robert Fitzpatrick, Chai
11.	Action item:	Approval of Wilnutes	8 – November 14, 2017	Kopert Filzbatrick, Cr

III. Public Comments Robert Fitzpatrick, Chair

IV. Information Items Robert Fitzpatrick, Chair

# V. Discussion/Possible Action:

A. Action Item 18-04 – Complaints Policy Update	Sarah Milligan
B. Action Item 18-06 – Training Provider Applications	Sarah Milligan
C. Action Item 18-07 – Work Experience and Work Activity Policy Update	e Sarah Milligan

# VI. Reports

A. Workforce Center Operator Oversight Summary	Sarah Milligan
B. Child Care Sub-Recipient Oversight Summary	Katherine Crocker
C. Dynamic Workforce Solutions Report	Donna Weese
D. Goodwill Contractor Services Report	Erica Cook

VII. Adjourn Robert Fitzpatrick, Chair

# **CLOSED SESSION**

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# Workforce Solutions - Deep East Texas **Operations Committee Meeting Agenda Kurth Memorial Library** 706 S. Raguet St., Meeting Room

Lufkin, TX 75904

**April 10, 2018** 

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Robert Fitzpatrick, Chair I. Call to Order

A. Verify Quorum

B. Conflict of Interest

C. Welcome of Guests

Robert Fitzpatrick, Chair H. Action Item: Approval of Minutes – November 14, 2017

Robert Fitzpatrick, Chair III. **Public Comments** 

**Information Items** Robert Fitzpatrick, Chair IV.

V. **Discussion/Possible Action:** 

> A. Action Item 18-04 – Complaints Policy Update Sarah Milligan **B.** Action Item 18-06 – Training Provider Applications Sarah Milligan

> C. Action Item 18-07 – Work Experience and Work Activity Policy Update Sarah Milligan

VI. Reports

> A. Workforce Center Operator Oversight Summary Sarah Milligan B. Child Care Sub-Recipient Oversight Summary Katherine Crocker Donna Weese C. Dynamic Workforce Solutions Report D. Goodwill Contractor Services Report Erica Cook

Adjourn Robert Fitzpatrick, Chair VII.

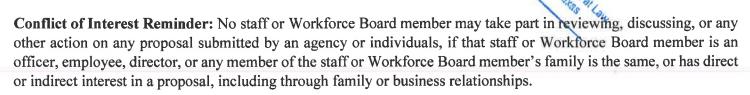
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# **Workforce Solutions - Deep East Texas Business Services Committee Meeting Agenda Kurth Memorial Library** 706 S. Raguet St., Meeting Room Com

Lufkin, TX 75904

**April 10, 2018** 



Items may not be considered in the order they appear.

I.	Call to Order	Tyane Dietz, Chair

A. Verify Quorum

**B.** Conflict of Interest C. Welcome of Guests

II. Action Item: Approval of Minutes – November 14, 2017

Tyane Dietz, Chair

III. **Public Comments** Tyane Dietz, Chair

IV. **Discussion/Possible Action** 

A. Action Item 18-08 – High Demand Occupation Grant

Mark Durand/Tim Ditoro

V. Reports Tyane Dietz, Chair

Mark Durand A. Labor Market Information Mark Durand **B.** Flood and Harvey Grants (Temp Employment)

C. Workforce Center Update Rhonda McGrath

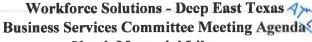
**D.** DETCOG Hurricane Ike Round 2.2 Disaster Funds Update Mark Durand

VI. **Information Items** Tyane Dietz, Chair

VII. **Adjourn** Tyane Dietz, Chair

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	B. Conflict of Interest	
	C. Welcome of Guests	
II.	Action Item: Approval of Minutes – November 14, 2017	Tyane Dietz, Chair
III.	Public Comments	Tyane Dietz, Chair
IV.	Discussion/Possible Action	
	A. Action Item 18-08 – High Demand Occupation Grant	Mark Durand/Tim Ditoro
. V.	Reports	Tyane Dietz, Chair
	A. Labor Market Information	Mark Durand
	B. Flood and Harvey Grants (Temp Employment)	Mark Durand
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VI.	Information Items	Tyane Dietz, Chair
VII.	Adjourn	Tyane Dietz, Chair

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