

Workforce Solutions - Deep East Texas
415 S. First Street, Suite 110B
Lufkin, TX 75901
Operations Committee Meeting Minutes
June 10, 2021

I. CHAIR ROBERT FITZPATRICK CALLED THE OPERATIONS COMMITTEE MEETING TO ORDER AT 2:07 P.M.

MR. FITZPATRICK ANNOUNCED IN ACCORDANCE WITH GUIDANCE FROM THE TEXAS GOVERNOR AND ATTORNEY GENERAL DATED MARCH 16, 2020, REGARDING SUSPENSION OF OPEN MEETING LAWS, THE BOARD IS PROVIDING FOR PUBLIC PARTICIPATION IN ITS COMMITTEE MEETING VIA VIRTUAL MEETING WEB LINK. HE ALSO SAID THE MEETING IS BEING RECORDED AND THE OPEN SESSION PORTION OF THE MEETING IS AVAILABLE TO THE PUBLIC UPON REQUEST.

AFTER THE ROLL CALL, MR. FITZPATRICK CONFIRMED THAT A QUORUM WAS PRESENT:

Members Present: Joe Clyde Adams, Robert Fitzpatrick, Phyllis Grandgeorge, Malcolm Ifoezeh, Randall Roberts, John White

Members Absent: Rebekah Burkhalter, Gregg Durham, Ethan Herr, Marisa Phillips, Jessica Rogers

Board Staff Present: Mark Durand, Misty Woodard, Debb Homman, Charles Jones and Karen Stubblefield

Visitors: Shakia Roberts, Laura Cole, Bobbie Stewart, Billy Reddick, Arree Currie-Towery, Rhonda Cartwright, Luis Garza, Paul Dunn, Christina Ward

CHAIR ROBERT FITZPATRICK REMINDED THE COMMITTEE MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

Chair Robert Fitzpatrick asked that all members sign a conflict of interest declaration regardless of whether they have a conflict and send it to the Board staff for recordkeeping.

WELCOME OF GUESTS:

Mark Durand introduced Laura Cole, Manager of Client Services for the Child Care Services subrecipient Goodwill. Malcolm Ifoezeh introduced Christina Ward, who is the new VR Supervisor for this region.

II. Public Comments
None

III. Discussion/Action: Approval of Minutes – April 1, 2021

Motion: Malcolm Ifoezeh made the motion to approve the minutes as presented.
Second: Phyllis Grandgeorge
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

IV. Discussion/Possible Action

A. Action Item 21-12 Child Care Policy

Mark Durand discussed that the policy changes from the Texas Workforce Commission were intended to help child care providers. Debb Homan explained that the changes provided guidance on serving children

through recognized partnerships. Additionally, she noted the policy language for Texas Rising Star are changing to new standards.

Motion: Joe Clyde Adams made the motion to approve the policy changes as presented.
Second: Randall Roberts
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

B. Action Item 21-13 Information Security Policy

Karen Stubblefield explained that the use of texting has been shown to be an effective communication tool. The policy changes provide guidance on communicating with customers using text messaging with regard to maintaining privacy protections, compliance with applicable laws, and appropriate staff training.

Motion: Randall Roberts made the motion to approve the policy changes as presented.
Second: John White
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

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

None

V. Board Reports

A. Workforce Center Report

Billy Reddick discussed the workforce performance measures – of the 16 measures, 7 are exceeding target, 9 are meeting target and 3 are not meeting performance. He reported on the reasons and actions under way with regard to the 3 measures not meeting performance. Mr. Reddick explained the adjustments related to the rural services strategy to improve utilization, usage of the workforce centers, WIOA enrollments and individuals in training.

B. Child Care Services Report

Laura Cole reported on the child care performance measure, average year-to-date attendance, was 87.18%, but March's enrollment was 91.4%, April's enrollment was 98%. A wait list was started in May with 184 children. Workforce staff, Child Care Services (CCS) staff and Board staff worked together to create a Child Care specific job fair to help fill open positions. There were over 70 positions available at 42 child centers that participated. Debb Homman reported that there were 42 Texas Rising Star providers as of May, serving 1,437 CCS children.

VI. Adjourn

Chair Robert Fitzpatrick adjourned the Operations Committee Meeting at 3:02 p.m.

Duly passed and approved on this 9 day of August 2021


Robert Fitzpatrick, Chair

Attest


Karen Stubblefield, Operations Manager