

**Workforce Solutions Deep East Texas  
Executive/Finance Committee Meeting Agenda  
Meeting Host Location: 415 S. First Street, Suite 110B, Lufkin, TX 75901  
Virtual Meeting Link: <https://bit.ly/EFCwfc31224>**

March 12, 2024

1:00 p.m.

A meeting of the Deep East Texas Local Workforce Development Board's Executive/Finance Committee will be held March 12, beginning at 1:00 p.m., via hybrid meeting. Public Comment will be addressed at the beginning of the agenda by completion of the Speaker Card, which can be downloaded from the Board's website at [www.detwork.org](http://www.detwork.org). Please submit Speaker Card to the following email address: [info@detwork.org](mailto:info@detwork.org).

In accordance with guidance from the Texas Workforce Commission (WD Letter 28-19) dated November 19, 2019, regarding the Texas Open Meetings Act Government Code Chapter 551 allowing the use of videoconferencing as a method for conducting Board meetings, the Board will provide for public participation in the open portions of the meeting at the address listed above and this videoconference link, <https://bit.ly/EFCwfc31224>; the audio portion may also be accessed by calling 1-830-212-4601, conference ID: 480 511 305#. The Open Session portion of the meeting will be recorded and made available to the public upon request.

**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.**

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|---|------------------------------|
| <b>I. Call to Order</b><br>A. Verify Quorum (Roll Call)<br>B. Conflict of Interest<br>C. Welcome of Guests  | <b>Kelli Marshall, Chair</b> |
| <b>II. Public Comments</b>  | <b>Kelli Marshall, Chair</b> |
| <b>III. Discussion/Action: Approval of Minutes – February 13, 2024</b>  | <b>Kelli Marshall, Chair</b> |
| <b>IV. Information and Briefing Items</b><br>A. TWC EO Monitoring Review Report<br>B. Tri-Agency Regional Convener Report<br>C. WIOA Technical Assistance Plan  | <b>Mark Durand</b>           |
| <b>V. Discussion and Possible Action</b><br>A. Action Item 24-08 Diaz, Smith, and Associates<br>Non-Custodial Parent Follow-Up Monitoring Report<br>B. Action Item 24-09 Employee Handbook Revisions<br>C. Action Item 24-10 Rural Training Lab Application | <b>Mark Durand</b>           |

**D. Action Item 24-05 Closed Session – Deliberation Regarding Executive Director Employment and Evaluation Concerning Action Item 24-05. Gov't Code Section 551.074**

**E. Open Session Action, if any, as a result of Closed Session – Deliberation Regarding Executive Director Employment, Evaluation, Salary and Compensation Concerning Action Item 24-05. Gov't Code 551.074**

**VI. Discussion and Acceptance of Financial Reports**

**A. Financial Reports for January 2024**

**Board Staff**

- **Statement of Financial Position**
- **Budget vs. Actual**
- **Grant Report**

**VII. Discussion of issues to be brought before the Committee**

**Kelli Marshall, Chair**

**VIII. Adjourn**

**Kelli Marshall, 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.

**FILED**  
AT 4:03 O'CLOCK P.M.

**MAR 07 2024**

AMY FINCHER  
County Clerk, County Court at Law  
Angelina County, Texas

By \_\_\_\_\_

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