

Workforce Solutions - Deep East Texas
415 S. First Street, Suite 110B
Lufkin, TX 75901
Operations Committee Minutes
November 4, 2021

I. CHAIR ROBERT FITZPATRICK CALLED THE OPERATIONS COMMITTEE MEETING TO ORDER AT 2:01 P.M.

MR. FITZPATRICK ANNOUNCED 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 IS PROVIDING FOR PUBLIC PARTICIPATION IN ITS BOARD MEETING AT THE ADDRESS LISTED ABOVE AND 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. THE BOARD SERVES TWELVE (12) COUNTIES AND LISTED THE HOST LOCATION. PRESIDING OFFICER, ROBERT FITZPATRICK, WAS PHYSICALLY PRESENT.

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

Members Present: Joe Clyde Adams, Rebekah Burkhalter, Gregg Durham, Robert Fitzpatrick, Ethan Herr, Malcolm Ifoezeh, Randall Roberts, John White

Members Absent: Phyllis Grandgeorge, Marisa Phillips, Jessica Rogers

Board Staff Present: Mark Durand, Debb Homman, Aubrey Jones, Lauren Phipps, Karen Stubblefield

Visitors: Paul Dunn, Billy Reddick, Shakia Roberts

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 Lauren Phipps, who has joined the board staff as the Planning and Policy Specialist.

II. Public Comments

None

III. Discussion/Action: Approval of Minutes – August 9, 2021

Motion: Ethan Herr made the motion to approve the minutes as presented.

Second: Joe Clyde Adams

In Favor: All

Oppose: None

Abstain: None

Motion: Passes

IV. Discussion/Possible Action

A. Action Item 21-26 TWC Monitoring Reports 21.17.0001

Mark Durand discussed TWC's annual monitoring review that was conducted March 1-5, 2021. TWC reviewed Child Care Services, CHOICES, Employment Services, Trade Adjustment Assistance and Workforce Innovation and Opportunities Act programs administered by the Board from December 1, 2019 through November 30, 2020. TWC identified no findings, areas of concern or observations listed on the fiscal and program report or the Supplemental Nutrition Assistance Program (SNAP) reports. Mark Durand pointed out that TWC did note two areas that need improvement: (1) PIRTS case was left open longer than the allowed time frame without journal notes. Although the Board left the case open during recoupment process for tracking purposes, TWC advised that cases should be closed after 90 days in all circumstances. Board closed the case and will ensure all future cases are closed within 90 days of investigation. (2) TWIST access was not terminated immediately upon termination of staff. Board has initiated process with contractors to eliminate this issue. The areas of improvement as noted by TWC have been corrected and does not impact grant funding in programs. Mark Durand summarized the Data Validation Results Report provided by TWC. In Adult, Dislocated Workers, and Youth WIOA programs, an area outstanding was entering the level of education for the customer. Billy Reddick said this area has been reviewed and rectified by the Case Manager reviewing all case files prior to enrollment into programs to ensure proper documentation is collected.

Motion: Gregg Durham made the motion to accept the TWC Monitoring Reports as presented.
Second: John White
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

B. Open Session Action, if any, as a result of Closed Session
None

V. Board Reports

A. Workforce Center Report

Aubrey Jones reported on the success of her efforts as the Student Hire Ability Navigator (SHN) throughout the pandemic. The goal of the SHN is to ensure children in special education and 504 are aware of the services available to them, to include accommodations and job-coaching. Ms. Jones maintains outreach through community partners, employers and schools and has implemented a College Readiness Series and Job Readiness Series. Mark Durand acknowledged the TWC's statewide recognition of Ms. Jones as one (1) of six (6) TWC selected SHN Mentors. Billy Reddick reported that Dynamic met 14 of 17 performance measures on the Monthly Performance Report (MPR), exceeding performance in seven (7) measures and ranking in the top ten in five (5) of those measures. Dynamic ranked 1st in the state in the Employers Receiving Workforce Assistance measure. The measures not being met are Career and Training Q2 (Dynamic has implemented actions to help prevent falling behind in this measure in the new program year), Dislocated Worker Q2 (did not meet this measure by three people), and Dislocated Worker Credential (did not meet this measure by two people who dropped out of program before obtaining credential). Mr. Reddick explained that strategies are in place to serve rural counties through recruiting, partnering and marketing. Mark Durand mentioned the implementation of computer kiosks in partnering organizations in rural areas and the expectation that these kiosks will aid in serving individuals in these rural areas. Mr. Reddick noted the decrease in WIOA Youth enrollment is happening across the nation; not just in the Deep East Texas region. Mr. Durand stated that an increase in youth enrollment is possible through the determination of high-poverty areas within the region in support of low-income eligibility criteria for youth. Mr. Reddick reported the current accuracy rate of Dynamic is 96.10% due mostly to human errors. Training has been implemented to ensure these errors do not continue to occur.

B. Child Care Services Report

Mark Durand reported Child Care Services total expenditures for the fiscal year equaled \$11,840,888. Breakdown of the total spent by Child Care Services: Child Care Formula Funds (low-income and at-risk children) in the amount of \$8,861,503; Child Care Match Funds (Child Care Coordinator, Debb Homman obtained match donations through partners and independent school districts) in the amount of \$1,154,620; Enhanced Reimbursement Rate in the amount of \$1,041,634; Essential Worker Funds (provided for essential workers during pandemic) in the amount of \$587,131; Service Industry Recovery (SIR) Funds (funds for service-industry workers needing child care) in the amount of \$54,759; and Child Care Quality Funds (funds for providers' facilities to meet Texas Rising Star status) in the amount of \$196,000. Debb Homman reported that Child Care Services exceeded target number of children served in FY'21. Target number was 1,956 and the average number of children served per day was 2,008, providing for a year-to-date performance rate of 100.56%. Ms. Homman reported by close of FY'21 Child Care Services had 40 Texas Rising Star (TRS) centers, and has since gained another TRS center. The target number of SIR children enrolled by March 2022 is 879. By end of FY'21, 143 SIR children had been enrolled, with more enrollments since. Debb Homman also noted the TRS Banquet was a success, with approximately 300 Child Care Staff in attendance. Mark Durand noted that WSDet procured a meal for the banquet, and plenty of food was left over following the banquet. The leftover food was donated to Godtel Ministries. Mr. Durand stated serving the community is a focal goal of WSDet.

VI. Adjourn

Chair Robert Fitzpatrick adjourned the Operations Committee Meeting at 2:51 p.m.

Duly passed and approved on this 4th day of February 2022


Robert Fitzpatrick, Chair

Attest

Lauren Phipps, Planning and Policy Specialist