

Workforce Solutions - Deep East Texas
415 S. First Street, Suite 110B
Lufkin, TX 75901
Operations Committee Minutes
April 7, 2022

I. CHAIR ROBERT FITZPATRICK CALLED THE OPERATIONS COMMITTEE MEETING TO ORDER AT 3:00 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, Robert Fitzpatrick, Phyllis Grandgeorge, Ethan Herr, Malcolm Ifoezeh, Marisa Phillips, Randall Roberts, Jessica Rogers, John White

Members Absent: None

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

Visitors: Scott Amey, LaTreaser Cartwright, Laura Cole, Michelle Kennedy

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:

None

II. Public Comments

None

III. Discussion/Action: Approval of Minutes – February 4, 2022

Motion: Joe Clyde Adams made the motion to approve the minutes as presented.

Second: Ethan Herr

In Favor: All

Oppose: None

Abstain: None

Motion: Passes

IV. Discussion/Possible Action

A. Action Item 22-10 Removal of SIR from Child Care Policy

Service Industry Recovery (SIR) Child Care was temporarily implemented into the Child Care Policy. Child Care Coordinator, Ms. Debb Homman, stated the deadline for child care enrollment utilizing SIR funding was March 31, 2022 pursuant to the SIR grant period and guidance from TWC. Therefore, information regarding SIR has been removed from the Child Care Policy effective March 31, 2022 and upon Board approval.

Motion: Phyllis Grandgeorge made the motion to accept the Child Care Policy as presented.
Second: Joe Clyde Adams
In Favor: All
Oppose: None
Abstain: None
Motion: Passes

B. Action Item 22-11 Supportive Services Policy Revisions

Mr. Mark Durand mentioned the Supportive Services Policy did not provide for costs of training-related applications, tests, and certifications for classroom related assistance. Board staff reviewed this policy for technical changes and clarifications, and updated the policy to include classroom-related assistance, and incorporating the cost of training-related applications, tests, and certifications, available to Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth participants.

Motion: Joe Clyde Adams made the motion to accept the Supportive Services Policy as presented.
Second: Ethan Herr
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

Ms. LaTreasor Cartwright, Project Director, started the report by sharing success stories regarding expanding Work Experience opportunities to Trinity County and San Jacinto County. Ms. Cartwright provided a list of partners she and her staff meet with monthly to exchange information and flyers on upcoming events between each of the partners to help spread the news to the community. Workforce staff provides job seekers with access to a variety of 30-minute webinars including Financial Literacy: Understanding Your Money, Time Management, Top 10 Tips for Phone and Virtual Interviewing, and many more. At the time of this report, 92 job seekers have been registered for the webinars for this quarter, with 24 job seekers completing the webinars. Ms. Cartwright reviewed performance, noting last quarter five (5) measures were not met, and only four (4) measures are not meeting performance this quarter. Mr. Durand noted that progress has been made from the previous month in the four (4) measures not being met. The missed measure, Measurable Skills Gains for Dislocated Workers, is forecasted to be met by end of April 2022. Mr. Durand also reported the difficulty across the state with Youth enrollment. Workforce Solutions Deep East Texas (WSDet) is focusing on increasing Work Experience enrollments. WSDet is third in the state with WIOA Adult Credential Rate and fourth in the state with Quarter 2 Median Earnings for Dislocated Workers (DW). Ms. Cartwright reviewed the Greeter Report for Foot Traffic and Distinct Visitors. Foot Traffic accounts for each visit made by individuals to a workforce center, including multiple visits by one individual. For Quarter 2, the total Foot Traffic number for all workforce centers in the Deep East Texas region was 3,672. The Distinct Visitors report reflects the number of visitors where a visitor is counted only once regardless of the number of visits. For Quarter 2, the total Distinct Visitors number for all workforce centers in the Deep East Texas (DET) region was 2,365. Ms. Cartwright reviewed the WIOA enrollments for Quarter 2, with 20 enrollments for Adult, 7 enrollments for DWs, and 10 enrollments for Youth.

B. Child Care Services Report

Ms. Michelle Kennedy reported on the Child Care Services Performance Data. Ms. Kennedy reported that Child Care Services (CCS) had 1877 children enrolled for January 2022, 1885 children enrolled for February 2022, and 1923 children enrolled for March 2022. The target number of children to be served is 1960, and CCS was at 96.17% of target number as of February's Measurable Performance Report (MPR). Ms. Kennedy reported the enrollment deadline for Service Industry Recovery (SIR) was March 31, 2022. The target number for SIR was 867. For March 2022, 431 children total were currently enrolled, with a total headcount of 463. CCS staff are actively enrolling children for CCS. CCS staff are working to increase engagement and outreach including outreaching businesses, radio advertising, advertising through Spotify and Pandora, little league, soccer and other youth activity events and attending job fairs. There are currently 408 on the wait list. Ms. Kennedy reported a total of 87 Provider Agreements with 79 agreements in the DET region and eight (8) agreements outside of the workforce delivery area. Agreements outside of the DET region typically occur due to parents living in DET region but may work in another region. Ms. Kennedy also reported on the closure of one provider in Angelina County. Ms. Debb Homman noted that the providers were required to attend meetings held by CCS and Board staff regarding TWC and the Board's attendance tracking requirements. Ms. Homman provided updates regarding the Texas Rising Star (TRS) program. There are currently 41 TRS providers, including one new TRS center. Two (2) new centers have upcoming assessments to become TRS centers and ten (10) new centers have applied to become TRS providers.

C. Student HireAbility Report

Ms. Aubrey Jones summarized her work as the Student HireAbility Navigator (SHN). Ms. Jones is a state mentor for new SHNs, and due to her efforts in mentoring, Ms. Jones has been selected to present at the upcoming TWC Forum. Ms. Jones focuses on changing the narrative of what disabilities look like. Not all disabilities are seen; there are mental, intellectual, and learning disabilities. Ms. Jones outreaches school districts and businesses to educate individuals on disabilities and the countless services available.

VI. Adjourn

Chair Robert Fitzpatrick adjourned the Operations Committee Meeting at 3:54 p.m.

Duly passed and approved on this 12th day of July 2022


Robert Fitzpatrick, Chair

Attest

Lauren Phipps, Planning and Policy Specialist