

**Workforce Solutions - Deep East Texas**  
**415 S. First Street, Suite 110B**  
**Lufkin, TX 75901**  
**Business Services Committee Meeting Minutes**  
**April 11, 2022**

**I. CHAIR TYANE DIETZ CALLED THE BUSINESS SERVICES COMMITTEE MEETING TO ORDER AT 3:29 P.M.**

**CHAIR TYANE DIETZ 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 COMMITTEE MEETING AT THE ADDRESS LISTED ABOVE AND VIA VIRTUAL MEETING WEB LINK. SHE ALSO SAID THE MEETING IS BEING RECORDED AND THE OPEN SESSION PORTION OF THE MEETING IS AVAILABLE TO THE PUBLIC UPON REQUEST. PRESIDING OFFICER, TYANE DIETZ, WAS PHYSICALLY PRESENT.**

**AFTER THE ROLL CALL, MS. DIETZ CONFIRMED THAT A QUORUM WAS PRESENT:**

**Members Present:** Lisa Balty, TJ Colwell, Tyane Dietz, Tim Ditoro, Wayne Haglund, Staci Hodges, Eddie Hopkins, Anita Humphreys, Matthew Lowery, Rich Scott

**Members Absent:** Laurie King, Quincy Martindale

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

**Visitors:** Jessica Blair, LaTreaser Cartwright, Rhonda Cartwright, Paul Dunn, Monica Peters-Clark, Shakia Roberts

**CHAIR TYANE DIETZ REMINDED THE COMMITTEE MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.**

Chair Tyane Dietz asked that all members sign a conflict of interest declaration regardless of whether they have a conflict and send the form to Board Staff.

**WELCOME OF GUESTS:**

None

**II. Public Comments**

None

**III. Discussion/Action: Approval of Minutes – February 3, 2022**

**Motion:** Staci Hodges made the motion to approve the minutes as presented.  
**Second:** TJ Colwell  
**In Favor:** All  
**Oppose:** None  
**Abstain:** None  
**Motion:** Passes

**IV. Information and Briefing Items**

**A. Workforce Career & Education Outreach Specialist Program**

Ms. Karen Stubblefield provided updates regarding the Workforce Career and Education Outreach Specialist Program (WCEOSP), noting the program had exceeded four (4) annual goals by end of March 2022. The WCEOSP has established twelve (12) ISD partnerships, exceeding the goal of 10 partnerships. 1,665 distinct students have been engaged, exceeding the goal of 1,000 engagements. There has been 5,859 exposures to the program, exceeding the goal of 4,000. The Workforce Career and Education Outreach Specialist (WCEOS), Mr. James Parry, has presented 204 workshops, exceeding the goal of 200. To date, four (4) virtual reality events have taken place, with 69 participating users in 98 simulations with industries such as hospitality, automotive, manufacturing, and construction. An additional six (6) more school districts are scheduled to host a virtual reality event by end of this school year. A busy summer is projected for Mr. Parry and the new WCEOS that is in the process of being hired. Mr. Parry has contacted multiple entities, including juvenile probation offices and the Boys and Girls Clubs, across all counties within the Deep East Texas region to expand outreach to these students. Mr. Parry has meetings in May with many of these entities that expressed interest to solidify schedules and outline what the program can offer the youth. Mr. Parry is also scheduling meetings for this summer with local employers to gain firsthand knowledge and experience with various occupations to share with students in the upcoming school year.

**V. Discussion and Possible Action**

**A. Action Item 22-09 RFA 32022-00043 Carpentry Apprenticeship Texas Grant**

Mr. Mark Durand stated the Workforce Solutions Deep East Texas (WSDet) Board plans to partner with Legacy Institute for Financial Education (LIFE), which has developed a Department of Labor recognized Carpentry Registered Apprenticeship Program. Ms. Stubblefield noted the need for skilled carpenters in the Deep East Texas region according to the January 2022 Deep East Texas Workforce Development Area Economic Profile published by texaslmi.com, which reflects Residential Building Construction as the fastest growing industry in the WDA currently, projecting 39.4% growth during 2018-2028. That report also shows a 6.6% increase in Construction Employment when comparing Quarter 3 of 2020 and Quarter 3 of 2021. This program will not only assist individuals with training, but will also assist employers throughout the region in filling carpentry positions within their businesses. Ms. Tyane Dietz asked if there is a time limit for a potential participant to complete the program. Ms. Stubblefield explained the grant period is 18 months, however, the participant is not required to complete the program by close of the grant.

Motion: Eddie Hopkins made the motion to approve the request to submit an application for the Apprenticeship Texas Grant for expansion of the Carpentry skills trade.

Second: Wayne Haglund

In Favor: All

Oppose: None

Abstain: Tim Ditoro

Motion: Passes

Tim Ditoro abstained from voting due to a possible conflict of interest.

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

None

**VI. Reports**

**A. Business Services Initiatives**

Pursuant to the previous Business Services Committee Meeting held in February where questions arose regarding the Skill Up website, Ms. Stubblefield reached out to the Texas Workforce Commission (TWC). Following Ms. Stubblefield's communications with TWC, statewide training for the workforce

contractor staff was implemented regarding Skill Up, how staff can effectively communicate with employers, and how employers can utilize the website. Ms. Monica Peters-Clark reported on hiring/recruiting and career exploration events. For Quarter 2 of program year 2022, 122 hiring/recruiting events have been held, which included participation by 129 employers and 482 jobseekers, resulting in 29 hires. Two (2) career exploration events have been held for Quarter 2, with participation by 35 employers and 533 youth. Ms. Peters-Clark noted the efforts being made to extend these events across all twelve (12) counties within the Deep East Texas region. Ms. Peters-Clark also stated the workforce contractor staff collect job applications from employers that are unable to attend these events, so the staff can distribute applications on the employer's behalf. Ms. Shakia Roberts reported on WIOA training completion and placement for WIOA Adult, Dislocated Worker, and Youth. Of the 51 participants enrolled in WIOA Adult training, 21 participants are currently attending training, 22 participants have completed training, and eight (8) participants did not complete training. 20 of the 22 participants that have completed training have been placed in employment. Of the 32 participants enrolled in WIOA Dislocated Worker training, three (3) participants are currently attending training, 27 participants completed training, and two (2) participants did not complete training. 20 of the 27 participants that have completed training have been placed in employment. Of the 7 participants enrolled in WIOA Youth training, six (6) have completed training and one (1) did not complete training. All six (6) of the participants that completed training have been placed in employment. Ms. Roberts reviewed the various types of certificates obtained from the participants that have completed training and how these certificates align with target occupations in the Deep East Texas region. Ms. Roberts also reviewed a list of upcoming graduates and the certificates that will be obtained upon completion of training. Ms. Tyane Dietz asked about creating and distributing surveys to employers to determine their needs. Ms. LaTreaser Cartwright responded that this information is gathered now. Ms. Dietz requested a preliminary report utilizing this information to determine needs of employers.

**VII. Take Up Other Action, As Needed**

Mr. Tim Ditoro stated the possibilities for jobs have expanded with the increase in employees working remotely. Current programs offered through Angelina College have had low enrollment and completion rates therefore Angelina College is in the process of revamping its IT programs and identifying new programs (i.e. cyber security and data analysis) but the challenge is whether Deep East Texas has the employer base to accommodate the training and hiring for these positions. Mr. Ditoro requested suggestions regarding this matter. Ms. Dietz suggested increased outreach for these specific job types.

**VIII. Adjourn**

Tyane Dietz adjourned the Business Services Committee Meeting at 4:27 p.m.

Duly passed and approved on this 10<sup>th</sup> day of May 2022

Tyane Dietz

Tyane Dietz (May 11, 2022 15:00 CDT)

Tyane Dietz, Chair

Attest

  
Lauren Phipps, Planning and Policy Specialist