

**Workforce Solutions Deep East Texas  
415 S. First Street, Suite 110B, Lufkin, TX 75901  
Business Services Committee Meeting Minutes  
May 13, 2024**

**I. CHAIR TYANE DIETZ CALLED THE BUSINESS SERVICES COMMITTEE MEETING TO ORDER AT 2:00 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 PRESENT.**

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

Members Present: Lisa Balty, Tyane Dietz, Tim Ditoro, Eddie Hopkins, Anita Humphreys, Dan Kern, Matthew Lowery

Members Absent: Quincy Martindale, Benjamin Mott, Rich Scott

Board Staff Present: Mark Durand, Dara Harmon, Debb Homman, Maribel Soto-Mendoza

Visitors: Scott Amey, LaTreasor Cartwright, Rhonda Cartwright, Monica Peters-Clark

**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 – March 8, 2024**

Motion: Eddie Hopkins made the motion to approve the minutes as presented.  
Second: Gene Lee  
In Favor: All  
Oppose: None  
Abstain: None  
Motion: Passes

#### **IV. Information and Briefing Items**

##### **A. 2024 Teacher Externship**

Mr. Durand reported that 15 teachers from 11 Independent School Districts (ISDs) representing six counties have been matched with 13 employers in high-demand industries. The Teacher Externship is scheduled for June 10-14 with debriefing scheduled for Friday, June 14. Teachers will be required to present lessons learned during their experience to the students by November 29, 2024.

#### **V. Discussion and Possible Action**

##### **A. Action Item 24-11 Employer of the Year Awards**

The Texas Workforce Commission (TWC) has requested nominations to recognize the exceptional work of Texas private-sector employers that operate a business in the local workforce development area, and that are in good standing overall. The award winners will be recognized during the Texas Workforce Conference, December 4-6, 2024.

###### **1. Small Employer of the Year**

Motion: Anita Humphreys made the motion to nominate Tri-County Community Action for Small Employer of the year.

Second: Matthew Lowery

In Favor: All

Oppose: None

Abstain: Gene Lee

Motion: Passes

*Gene Lee abstained from voting due to conflict of interest.*

###### **2. Large Employer of the Year**

Motion: Anita Humphreys made the motion to nominate NIBCO, Inc. for Large Employer of the year.

Second: Matthew Lowery

In Favor: All

Oppose: None

Abstain: Dan Kern

Motion: Passes

*Dan Kern abstained from voting due to conflict of interest.*

###### **3. Veteran-Friendly Employer of the Year**

Motion: Anita Humphreys made the motion to nominate HOPE Community Medicine for Veteran-Friendly Employer of the year.

Second: Matthew Lowery

In Favor: All

Oppose: None

Abstain: None

Motion: Passes

###### **4. HireAbility Employer of the Year**

Motion: Anita Humphreys made the motion to nominate Lockheed Martin for HireAbility Employer of the year.

Second: Tim Ditoro

In Favor: All

Oppose: None

Abstain: Anita Humphreys and Gene Lee

Motion: Passes

*Anita Humphreys refrained from voting pending vetting of employer and Gene Lee abstained from voting due to conflict of interest.*

**5. Local Employer of Excellence**

Motion: Tim Ditoro made the motion to nominate Portacool as Local Employer of Excellence.  
Second: Lisa Balty  
In Favor: All  
Oppose: None  
Abstain: None  
Motion: Passes

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

None.

**VI. Reports**

**A. Business Services Initiatives**

Monica Peters-Clark reported on the business services goals and first and second quarter results. The number of job referrals was 5,654, exceeding the goal of 5,118 per quarter. The Job Order fill rate of 26% exceeded the quarterly goal of 19%. During Q2, 188 job fairs and recruiting events were held resulting in 114 hires.

LaTreasor Cartwright reported on training completion and placements of the WIOA customers. The total number of WIOA training participants was 46. Of those participants, 22 are still attending training, 18 have completed training and six did not complete training. Of the 46 participants who completed training, 15 have been placed in employment.

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

None.

**VIII. Adjourn**

Tyane Dietz adjourned the Business Services Committee Meeting at 3:43 p.m.

Duly passed and approved on this 11<sup>th</sup> day of February 2024<sup>25</sup>

Attest

  
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Tyane Dietz, Committee Chair

  
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Dara Harmon, Exec. Administrative Assistant