

**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/ExecFin051325>**  
Audio only: 1-830-212-4601, Conference ID: 365 776 199

**FILED**  
AT 1:15 O'CLOCK P.M.  
**MAY 09 2025**  
AMY FINCHER  
County Clerk, County Court at Law  
Angelina County, Texas

**May 13, 2025**

**1:00PM**

**Conflict of Interest Reminder:** No Workforce Board member or staff may take part in reviewing, discussing, or other action on any proposal if they are an officer, employee, director, family member, or have direct or indirect interest in that proposal.

**Items may not be considered in the order they appear.**

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| <b>I. Call to Order</b><br>A. Verify Quorum<br>B. Conflict of Interest Reminder<br>C. Welcome Guests   | <b>Ellen Mills, Chair</b>   |
| <b>II. Public Comments</b>   | <b>Ellen Mills, Chair</b>   |
| <b>III. Discussion/Action: Approval of March 11, 2025 Minutes</b>  | <b>Ellen Mills, Chair</b>   |
| <b>IV. Discussion and Possible Action</b><br>A. Action Item 25-11 Jasper County WFC Lease<br>B. Action Item 25-12 Employee Handbook Revision<br>C. Action Item 25-18 IT Policy<br>D. Action Item 25-17 Employer of Excellence Nominations<br>E. Action Item 25-16 Diaz, Smith & Associates Monitoring Results<br>F. Any other Action Items requiring attention due to other committees not having quorum | <b>Board Staff</b>          |
| <b>V. Discussion and Acceptance of Financial Reports</b><br>A. Financial Reports for February & March 2025<br>• Statement of Financial Position<br>• Budget vs. Actual<br>• Grant Report   | <b>Maribel Soto-Mendoza</b> |
| <b>VI. Possible Closed Session Pursuant to Government Code 551.074 (a)(1)</b><br><br>If a closed session shall take place during the course of the Executive or Board meetings, the Board shall convene in accordance with the Texas Open Meetings Act. All final votes, actions, or decisions shall be taken in open session.   |                             |
| <b>VII. Open Session Action, if any, as a result of Closed Session</b>   |                             |
| <b>VIII. Adjourn</b>   | <b>Ellen Mills, Chair</b>   |