

Workforce Solutions Deep East Texas
Special Called Executive/Finance Committee & Board Meeting Minutes
415 S. First Street, Suite 110B, Lufkin, TX 75901
August 18, 2025

- I. Presiding officer, Chair Ellen Mills, was physically present and called the Special Executive/Finance Committee Meeting to order at 2:02 p.m.**
 - A. After the roll call, Ellen Mills confirmed that a quorum was present**
Members Present: Joe Clyde Adams, Lisa Balty, Tyane Dietz, Garvey Jackson, Gene Lee, Ellen Mills, John Allen Slocumb
 - B. Chair Ellen Mills reminded the committee members of the conflict of interest declaration and asked that all members sign a conflict of interest declaration if they have a conflict with a specific Action Item and give to Board staff for recordkeeping.**
 - C. Welcome of Guests:** None
- II. Public Comments:** None
- III. Information Item**
 - A. RFP Proposal Photos**
Committee members reviewed the images of the layout of the proposed office space for the Workforce Center in Jasper in relation to Action Item 25-25.
- IV. Discussion and Possible Action**
 - A. Action Item 25-25 Proposal Selection for Jasper County Workforce Center Office Space**
At the August 11, 2025 Executive/Finance Committee meeting, Board staff requested approval to contract with the Southeast Texas Food Bank for Workforce Center office space in Jasper County. The Committee voted to table the item to allow members additional time to visit the facility, review the location, and determine whether the move would be beneficial.

At the August 18, 2025 meeting, Action Item 25-25 was taken off the table on a motion by Joe Clyde Adams, seconded by Garvey Jackson.

A motion to approve Action Item 25-25 was then made by Garvey Jackson and seconded by Joe Clyde Adams.

Motion Passed
 - B. Action Item 25-27 DWFS Contract Renewal**
At the August 11, 2025 Executive/Finance Committee meeting, Board staff requested approval to begin negotiations for the 2025–2026 contract renewal with Dynamic Workforce Solutions-TX, LLC (DWFS). The Committee voted to table the item pending completion of the compliance and fiscal integrity review of DWFS by Diaz, Smith & Associates (DSA) and receipt of written assurance from the Texas Workforce Commission (TWC) that the Board would not be held liable during this contract period for DWFS not following GAAP.

At the August 18, 2025 meeting, Board staff requested that Action Item 25-27 remain on the table, as DSA has not yet completed their review and TWC has not provided the required written declaration.

Action Item 25-27 remains tabled.

V. Adjourn

Ellen Mills adjourned the Special Executive/Finance Committee Meeting at 2:24 p.m.

VI. Presiding officer, Ellen Mills, was physically present and called the Special Board Meeting to order at 2:25 p.m.

A. Chair Ellen Mills confirmed that a quorum was present

Members Present: Joe Clyde Adams, Lisa Balty, Ashley Courtney, Tyane Dietz, Eddie Hopkins, Garvey Jackson, Kotosha Jeffery, Melody Jenkins, Gene Lee, Matthew Lowery, Robert “Keith” McLeod, Ellen Mills, Benjamin Mott, Cindy Neal, John Allen Slocumb

B. Chair Ellen Mills reminded the committee members of the conflict of interest declaration and asked that all members sign a conflict of interest declaration if they have a conflict with a specific Action Item and give to Board staff for recordkeeping.

VII. Committee Reports

A. Executive/Finance Committee

1. Discussion/Possible Action

a. Action Item 25-25 Proposal Selection for Jasper County Workforce Center Office Space

Board staff asked for approval to contract with Southeast Texas Food Bank for office space in Jasper to house a Workforce Center.

Motion made by Executive/Finance Committee

Seconded by Ben Mott

Eddie Hopkins abstained due to conflict of interest

Motion Passed

b. Action Item 25-27 DWFS Contract Renewal

Action Item 25-27 remains tabled until next meeting.

VIII. Adjourn

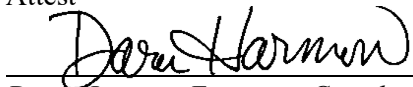
Ellen Mills adjourned the Special Board Meeting at 2:31 p.m.

Duly passed and approved on this 16 *day of* September *2025.*



Ellen Mills, Chair

Attest



Dara Harmon, Executive Coordinator

Special Called ExecFinance Board Minutes






8.18.25

Final Audit Report

2025-09-17

Created:	2025-09-17
By:	Dara Harmon (dharmon@detwork.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHv3VHrKPc519TkvavD6mC6XtdIUjQrOG

"Special Called ExecFinance Board Minutes 8.18.25" History

-  Document created by Dara Harmon (dharmon@detwork.org)
2025-09-17 - 3:27:58 PM GMT
-  Document emailed to Ellen Mills (ellen@millsimpressions.com) for signature
2025-09-17 - 3:28:03 PM GMT
-  Email viewed by Ellen Mills (ellen@millsimpressions.com)
2025-09-17 - 3:51:53 PM GMT
-  Document e-signed by Ellen Mills (ellen@millsimpressions.com)
Signature Date: 2025-09-17 - 3:52:12 PM GMT - Time Source: server
-  Agreement completed.
2025-09-17 - 3:52:12 PM GMT