

WORKFORCE SOLUTIONS NORTHEAST TEXAS
EXECUTIVE COMMITTEE AGENDA

Place: Mount Pleasant Civic Center
1800 North Jefferson
Mount Pleasant, Texas
Date: January 25, 2017
Time: 9:30 AM

1. Call To Order
2. Determination of a Quorum
3. Declaration of Conflict of Interest
4. Reminder of Texas Government Code Chapter 551 regarding open meetings that if a member of the public or of the Board inquires about a subject that is not on the agenda, and for which notice has not been given as required, any discussion of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting.
5. Discussion, consideration and possible action regarding approval of the September 28, 2016 Executive Committee minutes.*
6. Discussion and action regarding committee assignments for new Board members.
7. Report and update by the Executive Director and/or staff regarding administrative matters, including internal policies and procedures, customer service issues, status of project assignments, organizational matters, and responsibilities of the Board's departments.
 - FY 2016 Annual Report
 - Vocational Rehabilitation Consolidation
 - National Association of Workforce Boards Annual Conference
 - Quarterly Chief Elected Official (CEO) Meeting
8. Announcements
9. Adjourn

In accordance with the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. The meeting place is accessible to persons with disabilities. If assistance is needed to participate, please call the office of the Workforce Solutions Northeast Texas (903) 794-9490. Please submit your request as far as possible in advance of the meeting you wish to attend. NOTE: Between regularly scheduled meetings of the Workforce Solutions Northeast Texas Board the Executive Committee may discuss, deliberate, and take all appropriate action on behalf of the Board regarding any matter listed on this Agenda. The Executive Committee may discuss any of the following in closed executive session and have action taken in an open meeting; personnel matters relating to officers and/or employees of the Board, certain consultations with an attorney, discussions about the value or transfer of real property, discussions about security personnel or devices, discussions about prospective gifts or donations, discussion of certain economic development matters.

Workforce Solutions Northeast Texas
Executive Committee Minutes

September 28, 2016
Greater Texarkana Workforce Center
1702 Hampton Road
Texarkana, Texas
11:00 AM

Item 1. Call to order

Ms. Jennifer Harland, Workforce Solutions Northeast Texas Board Chair, brought the Executive Committee meeting to order at 11:38 a.m.

Item 2. Determination of quorum

A quorum was determined to be present.

Item 3. Declaration of conflict of interests

None.

Item 4. Reminder of Texas Government Code Chapter 551 regarding open meetings that if a member of the public or of the Board inquires about a subject that is not on the agenda, and for which notice has not been given as required, any discussion of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting.

Ms. Harland reminded the Executive Committee members that discussion of items other than those listed on the agenda is not allowed and a proposal can be made to place the subject on the agenda for a future meeting.

Item 5. Approval of the Executive Committee Minutes of August 24, 2016

Ms. Sheryl Paden made the motion to approve the August 24, 2016 Executive Committee minutes. Mr. Anthony Pinkham seconded the motion. All were in favor. None opposed. Motion carried.

Item 6. Discussion and action regarding committee assignments for new Board members

Mr. Randy Reed, Executive Director, stated there is currently one new board member who needs to be assigned to a committee. Dr. Kevin Rose is the Education representative for the College President's Roundtable representing Northeast Texas Community College. Staff's recommendation is to assign Mr. Rose to the External Affairs Committee, per Dr. Rose's request.

With the Executive Committee's consent, Ms. Harland appointed Mr. Rose to the External Affairs Committee.

Item 7. Recess into closed executive session to discuss performance awards to Board employees as provided for in the Open Meetings Act, Section 551.074 – Personnel Matters.

Ms. Harland recessed the Executive Committee meeting into closed executive section at 11:42 a.m.

Item 8. Reconvene open meeting to discuss and take action, if any, on items presented in closed executive session.

Ms. Harland reconvened the Executive Committee at 12:14 p.m. to discuss and take action on the items presented in the closed executive session.

Workforce Solutions Northeast Texas

Executive Committee Minutes

Mr. Pinkham made a motion to award \$13,906 of fixed performance awards for FY2016 with the remaining balance of the budgeted amount to be awarded to six staff members. Ms. Paden seconded the motion. All were in favor. None opposed. Motion carried.

Item 9. Report and update by the Executive Director and/or staff regarding administrative matters, including internal policies and procedures, customer service issues, status of project assignments, organizational matters, and responsibilities of the Board's departments.

- Board Annual Celebration

Mr. Reed reported the Board Annual Celebration is scheduled for October 26, 2016 following the board meeting at the Mount Pleasant Civic Center. Personal invitations have been sent to those who will be recognized during the conference. Those receiving recognition and awards are: Sulphur Springs Independent School District for their outstanding achievement with Career and Technology Education, Large Employer of the Year – Titus Regional Medical Center, Small Employer of the Year – Mayo Manufacturing, Local Employer of Excellence – Beako Manufacturing, Exemplary Youth – Jasmine Saucedo for her efforts in training and obtaining employment through the youth program, Board Member of the Year, Outgoing Board Members – Ronda Dozier, Adam Teer, and Nelda Shavers, and 5 Texas Rising Star Providers.

- Texas Rising Star Provider Recognition Banquet

Mr. Reed reported the Texas Rising Star Provider Recognition Banquet is scheduled for Saturday, October 15, 2016 to be held at the Region VIII Education Service Center in Pittsburg, TX at 6:00 p.m. The Banquet will recognize all the Rising Star Providers and staff along with those staff members who received their Child Development Associate certificate. Special thanks to the sponsors: Lakeshore, Constructive Playthings, Ruth Education Consulting LLC, and Robert-Leslie Publishing.

Item 10. Announcements

- Board Annual Celebration scheduled October 26, 2016 at 11:30 a.m.
- TWC Annual Conference scheduled December 7-9, 2016 at the Hilton Americas in Houston

Item 11. Adjourn

Ms. Harland adjourned the Executive Committee meeting at 12:22 p.m.

Attended

Jennifer Harland
Anthony Pinkham
Roger Feagley
Sheryl Paden
Dean Ransdell

Board Staff

Randy Reed, Executive Director
April Corbit, Board Relations Coord.