

**WORKFORCE SOLUTIONS NORTHEAST TEXAS  
EXECUTIVE COMMITTEE AGENDA**

**Place: ZOOM Meeting  
Date: January 27, 2021  
Time: 10:00 AM**

**Join Zoom Meeting:  
[https://networks-  
org.zoom.us/j/91653853080?pwd=VzZlCWmVUUkFybZkS1FWak5RQ3RYZz09](https://networks-org.zoom.us/j/91653853080?pwd=VzZlCWmVUUkFybZkS1FWak5RQ3RYZz09)**

**Meeting ID: 916 5385 3080  
Passcode: 069171**

**833 548 0276 US Toll-free  
833 548 0282 US Toll-free  
877 853 5257 US Toll-free  
888 475 4499 US Toll-free**

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. This temporary suspension will leave important open-meeting protections in place:

- Members of the public will be entitled to participate and address the governmental body during any telephonic or videoconference meeting.
- To hold a telephonic or videoconference meeting, a governmental body must post a written notice that gives the public a way to participate remotely, such as a toll-free dial-in number, and that includes an electronic copy of any agenda packet that officials will consider at the meeting.
- A governmental body must provide the public with access to a recording of any telephonic or videoconference meeting.

- 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 23, 2020 Executive Committee minutes.\*
- 6.** Discussion regarding the February Full Board Meeting.

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.

- 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.
  - Effects of COVID-19
    - Workforce Centers Re-Opening
    - UI Claims\*
    - Child Care Impacts
  - Annual Report
- 8.** Announcements
- 9.** Adjourn

Workforce Solutions Northeast Texas  
Executive Committee Minutes

September 23, 2020  
Virtual ZOOM Meeting  
10:00 AM

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. This temporary suspension will leave important open-meeting protections in place:

- Members of the public will be entitled to participate and address the governmental body during any telephonic or videoconference meeting.
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- A governmental body must provide the public with access to a recording of any telephonic or videoconference meeting.

**Item 1. Call to order**

Mr. Anthony Pinkham, Workforce Solutions Northeast Texas Board Chair, brought the Executive Committee meeting to order at 10:00 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.**

Mr. Pinkham 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 26, 2020**

Mr. Roger Feagley made the motion to approve the August 26, 2020 Executive Committee minutes. Ms. Mary Dwight seconded the motion. All were in favor. None opposed. Motion carried.

**Item 6. 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.**

Mr. Pinkham recessed the Executive Committee meeting into closed executive session to discuss performance awards to Board employees as provided for in the Open Meetings Act, Section 551.074 – Personnel Matters at 10:05 a.m.

**Item 7. Reconvene open meeting to discuss and take action, if any, on items presented in closed executive session.**

Mr. Pinkham reconvened the open meeting to discuss and take action, if any, on items presented in closed executive session at 10:33 a.m.

September 23, 2020 Executive Committee  
Minutes

Workforce Solutions Northeast Texas

Executive Committee Minutes

Ms. Dwight made a motion to approve the recommendations from the Executive Director regarding performance awards for the board employees with an additional performance award of \$3,000 (grossed up) for the Executive Director. Ms. Keitha Nilsson seconded the motion. All were in favor. None opposed. Motion carried.

Mr. Reed noted the staff appreciates the Board members' support, confidence and continued approval of the performance award recommendations.

**Item 8. 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.**

Mr. Reed reported on the following items:

- **Effects of COVID-19**

- Workforce Centers Re-Opening

The majority of the Contractor staff will begin working at the Workforce Centers Monday, September 28<sup>th</sup> in order to prepare for Supplemental Nutrition Assistance Program (SNAP) recipients required participation beginning October 1<sup>st</sup>. Outreach will begin and appointments scheduled for these customers.

Contractor staff has been apprised of the safe practices that are in the approved plan. Workforce Solutions adheres to all of the guidance and recommendations from the Centers of Disease Control (CDC). There are sufficient amounts of Personal Protective Equipment (PPE) and actions have been taken for social distancing measures, placement of barriers between the customer and employee, etc.

- UI Claims

Northeast Texas Claimants by Week June 27 - September

| Week of | Total Claimants |
|---------|-----------------|
| WE 6/27 | 506             |
| WE 7/4  | 646             |
| WE 7/11 | 499             |
| WE 7/18 | 596             |
| WE 7/25 | 519             |
| WE 8/1  | 444             |
| WE 8/8  | 363             |
| WE 8/15 | 513             |
| WE 8/22 | 335             |
| WE 8/29 | 395             |
| WE 9/5  | 535             |
| WE 9/12 | 319             |

Top 10 Claimant Zip Codes

| Zip Code | City      | Claimants |
|----------|-----------|-----------|
| 75501    | Texarkana | 3435      |
| 75460    | Paris     | 2355      |
| 75503    | Texarkana | 2147      |

Workforce Solutions Northeast Texas  
Executive Committee Minutes

|       |                 |      |
|-------|-----------------|------|
| 75455 | Mount Pleasant  | 2028 |
| 75482 | Sulphur Springs | 1658 |
| 75462 | Paris           | 819  |
| 75551 | Atlanta         | 791  |
| 75638 | Daingerfield    | 652  |
| 75570 | New Boston      | 598  |
| 75457 | Mount Vernon    | 388  |

UI Claimants by Month

| <b>Month</b> | <b>Total Claimants</b> |
|--------------|------------------------|
| January      | 483                    |
| February     | 461                    |
| March        | 3262                   |
| April        | 5484                   |
| May          | 3268                   |
| June         | 2770                   |
| July         | 2076                   |
| August       | 1748                   |

UI Claimants by Industry March 1 – September 12

| <b>Occupation</b>                       | <b>Claimants</b> |
|---|------------------|
| Production                              | 2518             |
| Food Prep and Service                   | 2375             |
| Sales and Related                       | 1903             |
| Construction and Extraction             | 1505             |
| Personal Care and Service               | 1174             |
| Healthcare Support                      | 1154             |
| Installation, Maintenance, Repair       | 1030             |
| Transportation and Warehousing          | 882              |
| Management                              | 844              |
| Office and Admin                        | 743              |
| Building, Grounds Cleaning, Maintenance | 697              |

UI Claimants by County March 1 – September 12

| <b>County</b> | <b>2020</b> | <b>2019</b> |
|---------------|-------------|-------------|
| Bowie         | 6,918       | 1,161       |
| Cass          | 2,154       | 459         |
| Delta         | 282         | 79          |
| Franklin      | 427         | 100         |
| Hopkins       | 2,011       | 365         |

Workforce Solutions Northeast Texas  
Executive Committee Minutes

|           |        |       |
|-----------|--------|-------|
| Lamar     | 3,875  | 759   |
| Morris    | 1,218  | 188   |
| Red River | 651    | 175   |
| Titus     | 2,089  | 447   |
| Total     | 19,680 | 3,733 |

Mr. Feagley noted the manufactures are having a difficult time finding people willing to work.

Mr. Reed stated this is an issue being seen across the state and nation. Once the extra \$600 Unemployment Insurance (UI) compensation phased out, the thought was that people would go back to work; however, Texas began the extra \$300 UI compensation which continued to allow people to not reengage in employment efforts. Once the work search requirements are reinstated, people should be going back to work. If a person does not accept a reasonable job offer, they will lose their benefits unless they can demonstrate an exception.

- Child Care Impacts  
100% of child care providers are actively providing care in Northeast.

- **Annual Celebration**

The Chief Elected Officials (CEOs) encouraged staff to host the annual celebration in October. Ms. April Corbit, Board Relations Coordinator, was asked to poll the board members. Upon doing so, there was not sufficient interest expressed by members and sponsors. Therefore, staff is recommending the annual celebration be postponed until January 2021.

After discussion, the Executive Committee agreed to postpone the annual celebration until, at least, January 2021.

**Item 9. Announcements**

None.

**Item 10. Adjourn**

Mr. Pinkham adjourned the Executive Committee meeting at 10:53 a.m.

**Executive Committee Members Present**

Anthony Pinkham/Board Chair  
Mary Dwight/Vice Chair  
Tammy Miller/Secretary  
Keitha Nilsson/Treasurer  
Roger Feagley  
Dr. Kevin Rose  
Adam Routon

**Board Staff Present**

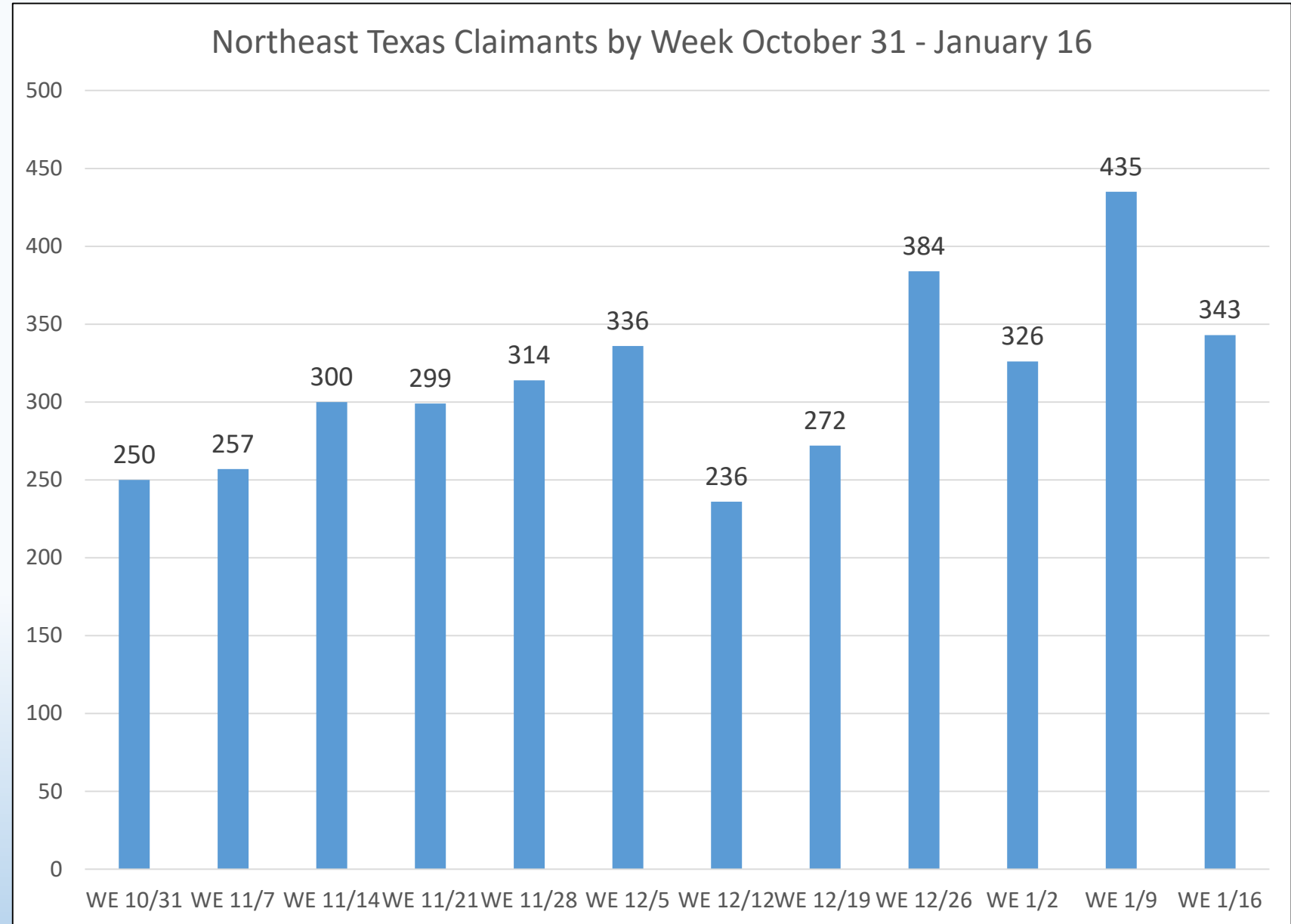
Randy Reed/Executive Director  
April Corbit/Board Relations Coordinator  
Christopher Hicks/IT Support



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This weekly report reflects the Northeast Texas Region, including the following counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, and Titus.

| Week of  | Total Claimants |
|----------|-----------------|
| WE 10/31 | 250             |
| WE 11/7  | 257             |
| WE 11/14 | 300             |
| WE 11/21 | 299             |
| WE 11/28 | 314             |
| WE 12/5  | 336             |
| WE 12/12 | 236             |
| WE 12/19 | 272             |
| WE 12/26 | 384             |
| WE 1/2   | 326             |
| WE 1/9   | 435             |
| WE 1/16  | 343             |



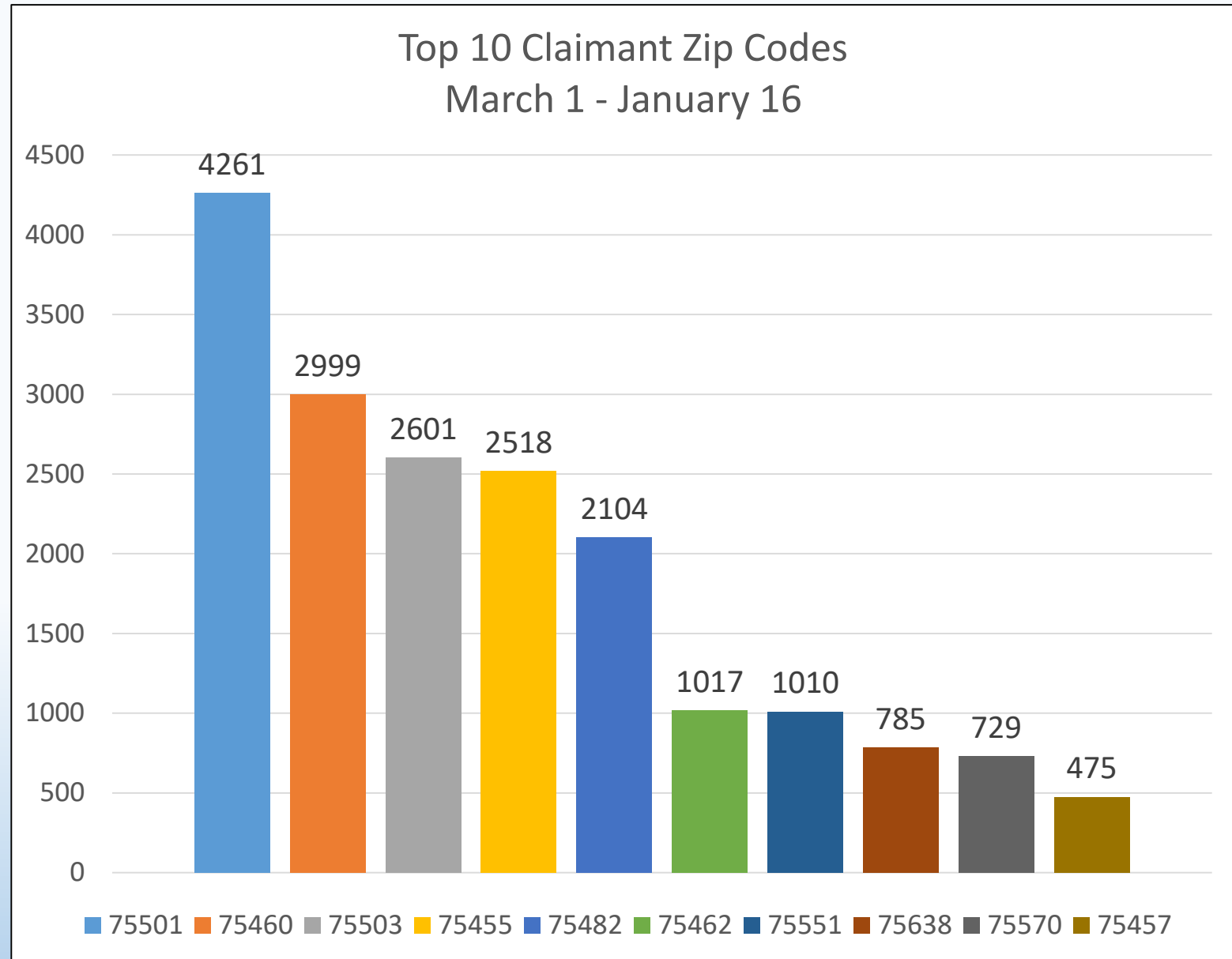


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This report reflects the Northeast Texas Region, including the following counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, and Titus.

| Zip Code | City            | Claimants |
|----------|-----------------|-----------|
| 75501    | Texarkana       | 4261      |
| 75460    | Paris           | 2999      |
| 75503    | Texarkana       | 2601      |
| 75455    | Mount Pleasant  | 2518      |
| 75482    | Sulphur Springs | 2104      |
| 75462    | Paris           | 1017      |
| 75551    | Atlanta         | 1010      |
| 75638    | Daingerfield    | 785       |
| 75570    | New Boston      | 729       |
| 75457    | Mount Vernon    | 475       |
|          |                 |           |

\*Zip Code Data is where UI Claimant Lives



[WWW.NETWORKFORCE.ORG](http://WWW.NETWORKFORCE.ORG)



@WorkforceSolutionsNortheastTexas



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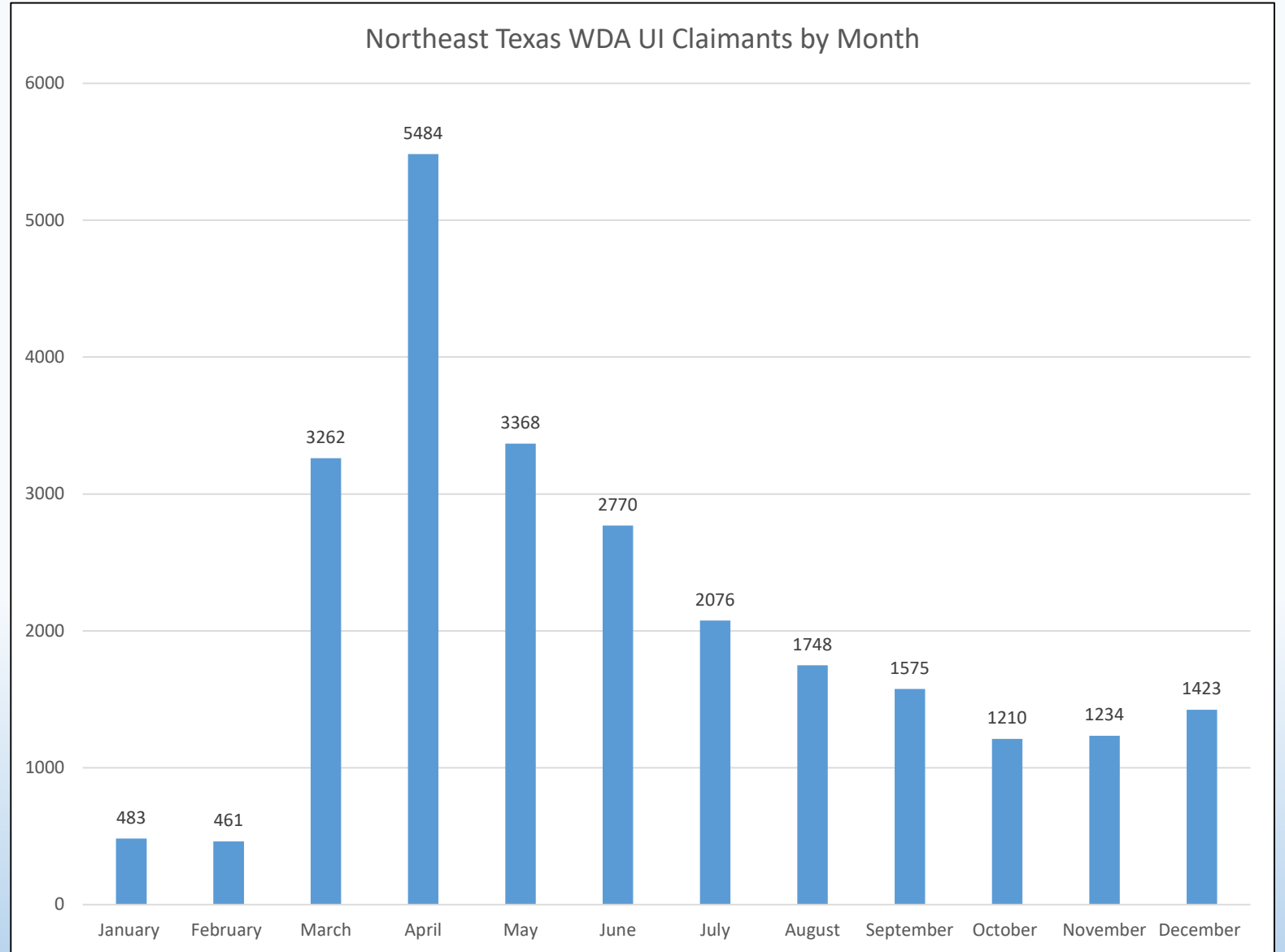




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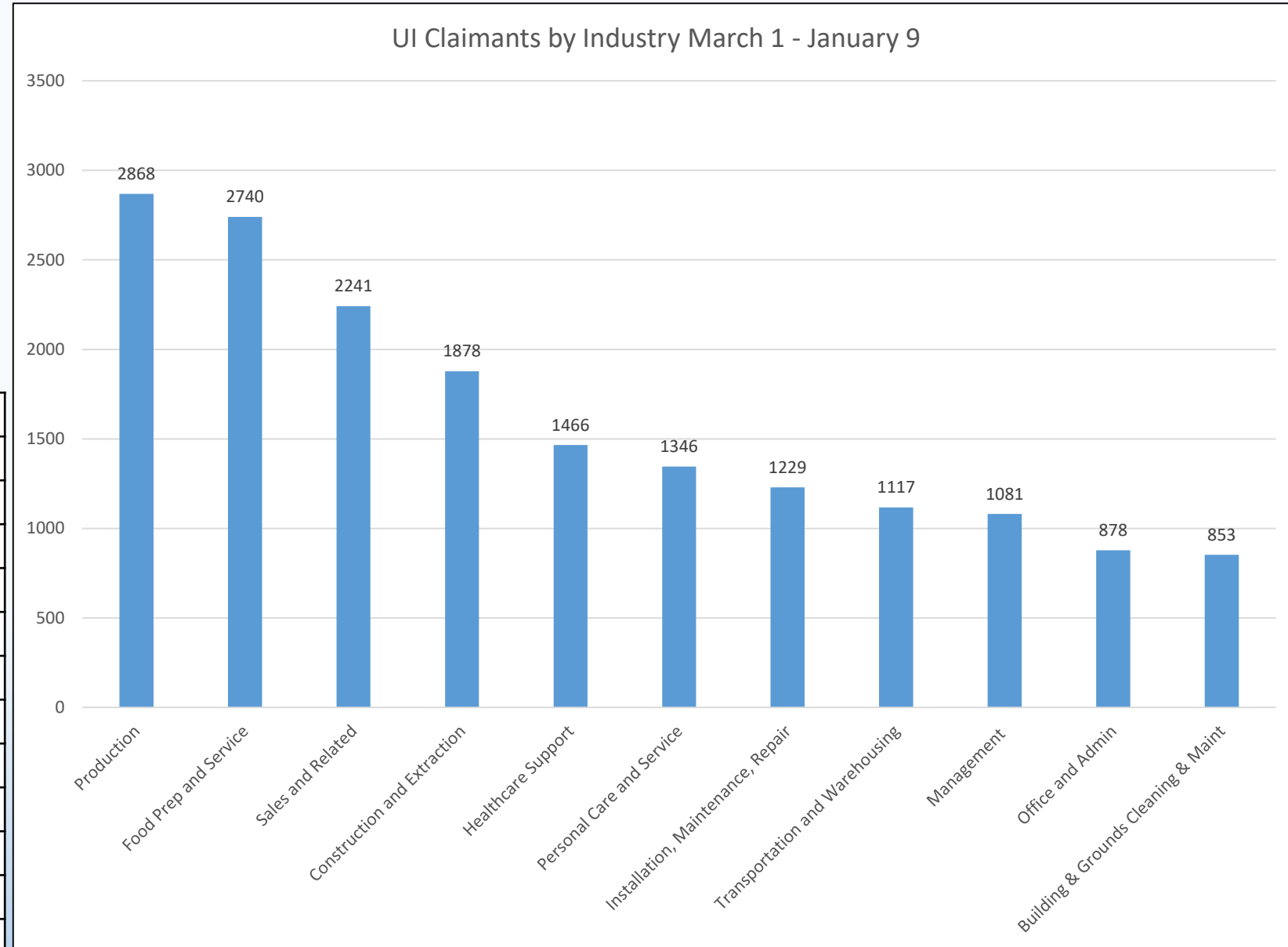
| Month     | Total Claimants |
|-----------|-----------------|
| January   | 483             |
| February  | 461             |
| March     | 3262            |
| April     | 5484            |
| May       | 3368            |
| June      | 2770            |
| July      | 2076            |
| August    | 1748            |
| September | 1575            |
| October   | 1210            |
| November  | 1234            |
| December  | 1423            |





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This report reflects the Northeast Texas Region, including the following counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris,, Red River, and Titus.



| Occupation                          | Claimants |
|-------------------------------------|-----------|
| Production                          | 2868      |
| Food Prep and Service               | 2740      |
| Sales and Related                   | 2241      |
| Construction and Extraction         | 1878      |
| Healthcare Support                  | 1466      |
| Personal Care and Service           | 1346      |
| Installation, Maintenance, Repair   | 1229      |
| Transportation and Warehousing      | 1117      |
| Management                          | 1081      |
| Office and Admin                    | 878       |
| Building & Grounds Cleaning & Maint | 853       |

\*No Occupation Listed on UI Claim (8785)





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This report reflects the Northeast Texas Region. UI Claimants by county.

| County    | 2020   | 2019  |
|-----------|--------|-------|
| Bowie     | 8,719  | 1,863 |
| Cass      | 2,811  | 787   |
| Delta     | 367    | 113   |
| Franklin  | 533    | 183   |
| Hopkins   | 2,596  | 611   |
| Lamar     | 4,978  | 1,178 |
| Morris    | 1,545  | 320   |
| Red River | 933    | 285   |
| Titus     | 2,660  | 806   |
| Total     | 25,142 | 6,146 |

