

**Deep East Texas Local
Workforce Development Board, Inc.
Board Meeting Notice**

Date: December 13, 2011
Time: 2:30 P.M.
Place: 539 South Chestnut, Suite 300
Lufkin, Texas 75901

AGENDA

(Conflict of Interest Reminder)

No staff or Workforce Board member may take part in reviewing, discussing or any other action on any proposal submitted by an agency or individuals if that staff or Workforce Board member is an officer, employee, director, or any member of the staff or Workforce Board member's family is the same, or has direct or indirect interest in a proposal, including through family or business ties. This conflict of interest policy shall apply to all other transactions wherein a staff or Workforce Board member has a private or business interest that may conflict with the best interests of the Board.

Items may not be considered in the order they appear.

- I. Call to Order.....Garvey Jackson
 - Verify Quorum.
 - Conflict of Interest Reminder
 - Welcome Guests and New Members
- II. Discussion/Action: Approval of Minutes of November 8, 2011 (Pages 1-4).....Garvey Jackson
- III. Public Comments.....Garvey Jackson
- IV. Information Items.....Garvey Jackson
- V. Board Member Comments on Activity in their respective areas.....Garvey Jackson
- VI. Chairman's Appointment of Nominating Committee for Officers for 2012-2014.....Garvey Jackson
- VII. Presentation to Retiring Members.....Garvey Jackson
- VIII. Executive Director's Report.....Charlene Meadows
 - 1. Performance
 - 2. Contracts and Agreements
 - 3. Contacts/Coordination
 - 4. Rules and Legislation Update
 - 5. Other Activity and Administrative Matters not requiring Action by the Board

IX. Committee Reports

- Business Services Committee.....Tyane Dietz
 1. Committee Activity
 2. Area Business Layoffs and Openings
 3. Discussion/Possible Action
- Operations Committee.....David Hailey
 1. Committee Activity
 2. Discussion/Possible Action
- Finance Committee.....Jerry Whitaker
 1. Committee Activity
 2. Discussion/Acceptance
 - Balance Sheet October 31, 2011 (Page 5)
 - Statement of Revenue and Expenditures October 31, 2011 (Pages 7-10)
- Executive Committee.....Garvey Jackson
 1. Committee Activity
 2. Discussion/Possible Action
 3. Consideration of the Response from Neighborhood Centers Inc., to the August 11, 2011 Financial Monitoring Report by Ed Taylor & Associates.....Garvey Jackson
 4. Consideration of Continuation of Contract with NCI for 2011-2012 Operation Of The Child Care Program.....Garvey Jackson
 5. Disposition of Request for Proposals #11-298, Procurement of Child Care Services Operator.....Garvey Jackson
 6. Any time-sensitive item(s) brought for action by the Executive Committee due to another Committee's inability to meet and take action.....Garvey Jackson

X. Adjourn.....Garvey Jackson

Auxiliary services and aids are available to persons with disabilities by contacting the Workforce Board office at 936-639-8898 or 539 S. Chestnut, Suite 300, Lufkin, Texas prior to the meeting. Hearing impaired may use Relay Texas 1-800-735-2989.