

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

Date: March 8, 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 February 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. Executive Director's Report.....Charlene Meadows
  - 1. Contracts/Agreements
  - 2. Performance
  - 3. Contacts and Coordination Efforts
  - 4. Rules and Legislation Update
  - 5. TWC Monitoring and A-133 Audit
  - 6. Other Activity and Administrative Matters not Requiring Action by the Board
- VII. Contractor Reports
  - 1. Child Care Services.....Renee Waggener, NCI
  - 2. Workforce Services.....Maria Kassabaum, 1863 Solutions
- VIII. Discussion/Possible Action
  - 1. Action Item 11-07: Annual Report (To be provided).....Marilyn Hartsook
  - 2. Action Item 11-06: Training Providers (Pages 5-6).....Marilyn Hartsook

3. Action Item 11-08: Change to Child Care Automated Attendance System Policy regarding failure to swipe absences (To be provided).....Lynne Bauereiss

IX. Committee Reports

- Business Services Committee.....Tyane Dietz
  - 1. Committee Activity
  - 2. Area Business Layoffs and Openings
- Operations Committee.....David Hailey
  - 1. Committee Activity
- Finance Committee.....Jerry Whitaker
  - 1. Committee Activity
  - 2. Discussion/Acceptance
    - Balance Sheet January 31, 2011 (Page7)
    - Statement of Revenue and Expenditures January 31, 2011 (Pages 9-10)
- Executive Committee.....Garvey Jackson
  - 1. Committee Activity

- 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.