

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

Date: May 10, 2011
Time: 2:30 P.M.
Place: 539 South Chestnut, Suite 300
Lufkin, Texas 75901

Revised

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 March 8, 2011 (Pages 1-4).....Garvey Jackson
- III. Public Comments.....Garvey Jackson
- IV. Information Items.....Garvey Jackson
 - Membership Update
- 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. Workforce Investment Act Funding
 - 6. Other Activity and Administrative Matters not Requiring Action by the Board

VII. Committee Reports

- Business Services Committee.....Tyane Dietz
 1. Committee Activity
 2. Area Business Layoffs and Openings
 3. Discussion/Possible Action
 - a. Action Item 11-12: Target Occupations for 2011 (Pages 5-12)
- Operations Committee.....David Hailey
 1. Committee Activity
 2. Discussion/Possible Action
 - a. Action Item 11-10: Training Provider Applications (Pages 13-14)
 - b. Action Item 11-14: Workforce Center Facilities in Shelby County
 - c. Action Item 11-15: Workforce Center Facilities in Houston County
- Finance Committee.....Jerry Whitaker
 1. Committee Activity
 2. Discussion/Acceptance
 - Balance Sheet March 31, 2011 (Page 19)
 - Statement of Revenue and Expenditures March 31, 2011 (Pages 21-22)
- Executive Committee.....Garvey Jackson
 1. Committee Activity
 2. Discussion/Possible Action
 - a. Action Item 11-13: Mid-Year Budget Amendment
 - b. Action Item 11-09: Procurement Policy (Page 15)
 - c. Action Item 11-11: E. Taylor & Associates Monitoring Contract Renewal (Page 17)
 - d. Any Time-Sensitive items(s) brought for action by the Executive Committee due to another Committee's inability to meet and take action.....Garvey Jackson
- VIII. 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.