

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

Date: February 14, 2012
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 January 10, 2012 (Pages 1-5).....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. Election of Officers for 2012-2014.....David Hailey
- VII. Review of By-Laws/Possible Amendments.....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
 - a. Action Item 12-05: UI Weekly Work Search Policy (Pages 7-12)
 - b. Action Item 12-06: Training Provider Applications (Pages 13-14)
 - c. Action Item 12-07: Request to Proceed with Issuing a Request for Proposal for Child Care Quality Activities to be funded with regular Child Care Match funds And Special Match Funds Designated for Quality Activities (Page 15)
 - Finance Committee.....Jerry Whitaker
 1. Committee Activity
 2. Discussion/Acceptance
 - Balance Sheet December 31, 2011 (Page 29)
 - Statement of Revenue and Expenditures December 31, 2011 (Pages 31-33)
 3. Discussion/Possible Action
 - a. Action Item 12-11: FY 2012 Budget Amendment (Pages 17-22)
 - Executive Committee.....Garvey Jackson
 1. Committee Activity
 2. Discussion/Possible Action
 - a. Action Item 12-08: Consideration of Expanding Child Care Administration Office Space in the Pine Lakes Shopping Center in Jasper (Page 23)
 - b. Action Item 12-09: Consideration of the Response of NCI, Child Care Contractor, To a Request of the Board at the November 2011 Meeting to Provide Additional Information and Clarity of NCI's 2010 A-133 Audit and the Board's Monitoring By E. Taylor and Associates (Page 25)
 - c. Action Item 12-10: Consideration of Submitting a Workforce Innovation Fund Grant Application to the U.S. Department of Labor in Partnership with the County Of Nacogdoches, Angelina College and Others (Pages 27-28)
 3. 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.