

Deep East Texas Local Workforce Development Board

Board Meeting

February 8, 2011

2:30 P.M.

539 S. Chestnut Suite 300

Lufkin Texas

MINUTES

Members Present

Garvey Jackson, Chair

Patty Fairley

Karla Moffett

Jim Wark

Jerry Huffman

Steve Allison

Joe Clyde Adams

Monique Nunn

Jerry Whitaker

Mary Bradford

Henry Edenfield

Betty Russo

Charles Rushing

David Hailey

Tyane Dietz

Visitors

Karen Robinson, Friesen-Strain Insurance

Renee Waggener, NCI

Joyce Myers, NCI

Claire Robbins, Manpower

Joane Grissom, G&A

Susan Shaw, G&A

Neil Hanson, NCI

Rene Solis, NCI

Maria Kassabaum, 1863 Solutions

Jon Bunn, WFS

Staff Present

Rita Fancher, Recording Secretary

Marilyn Hartsook

Charlene Meadows

Lynne Bauereiss

Linda Mott

Darla Johnson

Members Absent

Wayne Haglund

Sally McKinney

Nino Borbon

Kathleen Hawkins

James Mize

Ellen Mills

Howard Watts

Joe Shannon

Sue Wood

Call to Order, Verify Quorum, and Conflict of Interest; Welcome Guests and New Members

Garvey Jackson, Board Chair, called the meeting to order at 2:35 p.m. A quorum was verified. Members were reminded of the conflict of interest policy.

Discussion/Action:

Approval of Minutes of January 11, 2011

Jim Wark made a motion to approve the minutes of January 11, 2011. Karla Moffett seconded. Motion carried.

Public Comments

None.

Information Items

None

Board Member Comments on Activity in their respective areas

None.

Report on Greater East Texas Health Care Simulation Initiative

Ms. Joene Grissom and Susan Shaw of Grissom and Associates gave a brief informational report on the Regional Cooperation Grant which is to study the feasibility of establishing simulation training for the 35 county region's medical community.

Report from NCI Child Care Contractor

Rene Solis and Neil Hanson of NCI gave a Power Point presentation on the "2010 Annual Child Care Report Card for Workforce Solutions, Deep East Texas." Discussion followed.

Committee Reports

- Business Services Committee

The committee did not meet today. Tyane Dietz commended Linda Mott for her diligent devotion to her job and said she is a great asset to the Board.

- Operations Committee

The committee did not meet today.

- Finance Committee

The committee met today.

Committee Activity/Briefing Items

Discussion/Acceptance

Jerry Whitaker presented the monthly financial reports for the period ending December 31, 2010. No issues were found.

- Executive Committee

The committee met today.

Discussion/Possible Action

Action Item 11-05: Renewal of Health Care & Dental Insurances for Staff

This action item comes as a motion from the Executive and Finance Committees. Garvey Jackson presented this action item stating that the Executive/Finance Committees recommend renewing the contract with Blue Cross Blue Shield of Texas for the medical insurance of the staff. The committee selected the Non-Grandfathered plan under the new Patient Protection Act. Garvey stated the Board will continue to pay the HSA premium plus \$50. The HSA deductible will increase to \$3,000. The employee contribution for the PPO will increase to \$68.16 per month. Garvey stated there are some benefits that will be in effect due to the new health care act. Jim Wark seconded motion. Motion carried. The committee also made a motion to continue the dental plan with the same Blue Cross Blue Shield of Texas. Henry Edenfield seconded motion. Motion carried.

Any Time-Sensitive item(s) brought for action by the Executive Committee due to another committee's inability to meet and take action

None

Executive Director's Report

Charlene Meadows reported:

- The Board has received word that the Unemployment Insurance Reemployment and Eligibility Assessment (UIREA) contract with TWC will be renewed. It is a small contract, \$117,800 for the ten months ending 3/31/11. She explained the intent of the UIREA program is to provide in-person staff assistance to support unemployment insurance (UI) claimants' efforts to find jobs and identify their reemployment service needs. The Texas Workforce Commission (TWC) identifies a "treatment group" of UI claimants for participation in the UIREA program. These are UI claimants whose Rapid Reemployment Services (RRES) scores fall below a line.
- Renee Barry, financial consultant, has agreed to extend her time of availability to the Board through September 30, 2011. The Board has executed a contract amendment at no additional cost.
- The Board is meeting or exceeding all 15 performance measures. Two measures are for child care and 13 are for workforce services, She thanked both of the Board's contractors for their diligence and commitment to the Board. In November the Board was one of six boards in Texas in this position; for December the Board is one of three.
- Charlene Meadows attended the Texas Forest Country Partnership meeting
- Marilyn Hartsook met with Angelina College and a local employer on a possible skills development project.
- Charlene Meadows and Marilyn Hartsook attended a reception for Gail Green who retired from Sen. John Cornyn's staff.
- Charlene Meadows and Marilyn Hartsook attended a meeting in Tyler about the healthcare simulation lab joint project.
- The workforce center in Jasper moved into the new facility the week of January 17th. The new location is 799 W. Gibson, Suite 300; Jasper.
- The application time for the CFO position has ended. Applicants were slow at first but the Board received enough applications to be able to schedule some first-round interviews next week. Board members will participate in the second round interviews.
- At the last Board meeting the members approved pursuing a lease with Mathews Realty in Center for a new Center workforce center location, provided we had somewhere to be when the current lease with Lumberjack Partners was up 3/31. She and Darla Johnson have met with and otherwise communicated with both Mr. Mathews and Mr. Wulf. Mr. Wulf says he will extend the lease 90 days at the present cost. Mr. Mathews says that will give him sufficient time to complete the building. He is now reviewing the changes we have requested to the lease he sent us. He has materials on-hold to ship. Charlene Meadows believes the Board has carried out the Board member's decision and will proceed with executing the lease with Mr. Mathews and a 90 day extension (to 6/30) with Mr. Wulf.

With no further business, the meeting adjourned at 3:40 p.m.

Transcribed by:

Rita Fancher, Recording Secretary

Date: February 23, 2011

Approved by:

Garvey Jackson, Chair

Date: _____