

Deep East Texas Local Workforce Development Board
Executive/Finance Joint Committee Meeting

October 11, 2011; 1:30 P.M.
539 South Chestnut, Suite 300
Lufkin, Texas

MINUTES

Members Present:

Garvey Jackson, Chair
Wayne Haglund
Jerry Whitaker
Jimmy Mize
Sue Wood
Tyane Dietz
Roby Somerford

Staff Present:

Rita Fancher, Recording Secretary
Marilyn Hartsook
Charlene Meadows
Linda Mott

Guests Present:

Renee Barry, TWC

Members Absent:

Ellen Mills
Charles Rushing
David Hailey

Call To Order

Garvey Jackson, Chair, called the meeting to order at 1:40 p.m. A quorum was verified. Everyone was reminded of the Conflict of Interest policy.

Discussion/Action

Action Item: Approval of Executive/Finance Committee Minutes of September 13, 2011
Jimmy Mize made a motion to approve the minutes of September 13, 2011. Roby Somerford seconded. Motion carried.

Public Comments

None.

Information Items

Discussion/Acceptance

Financial Report and Funds Utilization for the period ending August 31, 2011
Renee Barry presented the financial reports for the period ending August 31, 2011. Some line items in the Statement of Revenues and Expenditures were discussed. The Budget vs Actual for the eleven month period ending August 31, 2011 was discussed. Jerry Whitaker made a motion to accept the financial reports as presented. Sue Wood seconded motion. Motion carried.

Discussion/Possible Action

Action Item 11-31: Authorization to Explore Relocation of Nacogdoches Workforce Center

Charlene Meadows presented this action item. Charlene said the Nacogdoches County workforce center is located in a Texas Workforce Commission (TWC) owned building on South Street in Nacogdoches. The Board pays TWC a building use fee of \$12,408.23 a year. The Board pays all utilities, janitorial, communications, and handles all maintenance costs up to \$2,000 each event. Maintenance over \$2,000 is handled by TWC and the Board is billed for its share. The building was built in the 1970's and, according to TWC, has a roof that is 15 years past the warranty time. Therefore, they have scheduled the roof replacement for FY 2013. The estimated cost is \$200,000; the Board's share would be \$145,000. A three-year payment plan is available. Pertinent language from the Agency-Board Agreement was available for review. The Board has the options to participate as stated in the replacement of the roof or not. If not, the Board may elect to relocate or stay, in which case all costs of any leak or other roof damage will be the Board's sole responsibility. TWC has asked for a decision by January 2012. Charlene stated the staff would like to know how the Board prefers to proceed, not necessarily making a decision on whether to relocate today. The staff is recommending to explore other appropriate space that may be available in Nacogdoches. The committee agreed to make no commitment at this time and took no action. Jimmy Mize made a suggestion that this situation be shared with the County Judge.

Closed Session Pursuant to Government Code Section 551.074

- Discussion with Executive Director regarding Board Staffing for FY 2012

Open Session

- Action, if any, as a result of Closed Session- No action was taken.

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

None.

After no further business, the meeting was adjourned at 2:45 p.m.

Transcribed by:

Rita Fancher, Recording Secretary

Date: October 25, 2011

Approved by:

Garvey Jackson, Chair

Date: _____