NORTH CENTRAL TEXAS WORKFORCE DEVELOPMENT BOARD OF DIRECTORS MEETING

Meeting Minutes

May 25, 2021
9:30 am-12:00 pm
Zoom Meeting
Videoconference

BOARD MEMBERS PRESENT:

Roger Harris
Bindu Adlakha
Chip Evans
Gae Goodwin
Jacqueline Womble
Jenny Morris *late agenda item 4
Kenny Weldon
Meera Ananthaswamy*late item 4
Aaron Thibault
Roselyn Lane
Bill King *late- agenda item 3
Barbara Batista
Carlton Tidwell
Ken Peters
Gary Henderson
Jason Gomez
John Rattan
Leisa House
Mickey Hillock
Rolanda Macharia
Rhodie Rawls
Tony Curry

BOARD MEMBERS NOT PRESENT:

David Bristol
Shae Hopkins
Kristin Grammar
Mike Hinojosa
Robert Hill

CHIEF ELECTED OFFICIALS' MEMBERS PRESENT:

Mayor Falconer

OTHERS PRESENT:

Carvan Adkins

Call to Order – *Roger Harris, Chairman Workforce Solutions for North Central Texas*
Roger Harris called the meeting to order at 9:31 a.m.

1) Public Comment
There was no public comment at this time.

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2) Approval of Consent Agenda Items

a) Approval of the Minutes from the February 24, 2021 Meeting
b) Development and Maintenance of the Target Occupations, In-Demand Occupations, and In-Demand Industries Policy Revision
c) Priority of Service for Veterans, Qualified Spouses, and Foster Youth Policy Revision
d) WIOA Adult-Service Priority for Individualized Career and Training Services Policy Revision
e) Individual Training Accounts (ITAs) – Workforce Innovation and Opportunity Act (WIOA) Funding for Training Programs Policy Revision
f) Code of Conduct Policy Revision

Aaron Thibault made a motion that the board approve the six consent items. Gae Goodwin seconded the motion. None apposed, and the motion was passed.

3) Discussion, Consideration and Possible Action Regarding

a) Committee Updates

i) Strategic Leadership Committee – *Kenny Weldon*
Kenny Weldon briefly discussed the previous Strategic Leadership Committee Meeting that was held on April 20, 2021. In that meeting the committee reviewed the Strategic Plan. The Strategic Plan now includes the three priorities as well as the purpose and actions for each key priority. Kenny Weldon gave notice to the board that committee would be bringing the strategic plan to the next board meeting for formal adoption. Cristina Medina informed the board that there is a current RFP out for Strategic Planning Services, proposals are due by May 28th.The committee also informed the board of their discussion to put together a local Tri-Agency Effort. Glynnis Woolridge provided an update on the website redesign.

ii) Workforce Development Committee – *Jason Gomez*
Jason Gomez discussed the previous committee meeting held on April 27th. During that meeting there were several policy recommendations approved and moved forward for board approval. Danielle Davis gave a brief update on the iWork event that happened virtually in Fall of 2020. The next iWork event is planned in the Fall of 2021 virtually. Several board members did request that we investigate moving this event to in person with the ISD's instead of virtually.

iii) Oversight & Accountability Committee – *Carlton Tidwell*
Carlton Tidwell gave a brief update on the April 27, 2021 Oversight & Accountability Meeting. Michael Nicholas reviewed the Performance Update with the cumulative numbers through the February 2021. Randy Richardson reviewed the Financial Update with the cumulative numbers through the March 2021.

iv) Executive Committee – *Roger Harris*
Cristina Medina discussed the proposed changes to the bylaws and what prompted the amendment to the bylaws. During that discussion Cristina informed the board that every two years TWC conducts a Subsequent Certification of the Board. During that review, this year one of the comments we received was to add the size of our board to the bylaws. This was originally discussed in the Executive Committee on May 18th.During that discussion, the Executive Committee also noticed the language in Article 8, Section 1 of the bylaws about approving amendments and requested a revision to the process. As required by the current bylaws, the proposed amendment to the bylaws is being brought to the board today for review and will be brought to the next board meeting for action by the Board.

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4) Executive Director's Report

a) Return to Office Plans
David Setzer discussed what the contractor and local board staff were doing to re-enter the office. The contractor staff within the workforce centers is back in the office almost 100%. The local board staff is doing a phased back approach with one day a week in June and two days a week in July. We will from their reevaluate and come up with a new model moving forward. Child care staff will be 100% back in the office as of June 7th.

b) Child Care Update
David Setzer informed the committee of the recent changes in the Child Care Program. The normal child care at-risk expenditures are behind target. This is primarily due to a significant number of new customers being determined ineligible due to work requirement, several children falling out of the program when time for renewal and a significant Equus staff turnover rate. Lower expenditures are a statewide issue. TWC is currently considering a COVID reallocation adjustment for all boards. TWC will de-obligate all boards for this year and re-obligate it to the FY22 budget. This means $6 million will be moved to next year's funding, in addition to the anticipated $10M increase in child care funding for FY22; which has the potential to result in more enrollments than can be sustained with future funding. David shared strategies that Equus has initiated to improve such as overtime, bringing staff back into the office from the remote working environment, increased wages for certain positions to increase talent attraction and retention, and continued efforts to improve operational efficiencies (Laserfiche). The committee discussed Equus capacity to handle increased funding and if the contract was structured to accommodate the increase.

c) Unemployment Insurance Update
David Setzer discussed the changes within Texas, that the governor elected to turn back COVID-19 stimulus checks effective June 26, 2021. The three-hundred-dollar payment that was going to run through September will now end three months early.

d) Cybersecurity Update
David Setzer informed the board that TWC has been subjecting its cyber security activities onto the local boards for several years. They are following the (NIST) National Institute of Science and Technology assessment. The state got funding and provided the funding to all 28 local boards to have a cyber security update and examination. AT&T performed the examination and NCTCOG received a score of three out of five on that examination.

e) Facilities Update
David Setzer gave a brief update of local workforce center updates over the last year.

f) NAWB Forum 2021
The NAWB forum is coming up in Washington D.C. It is being held June 24th-26th virtually and in person. The local board staff will not be attending in person. If any board members would like to attend in person or virtually, they can get in contact with Sherie Conaway.

5) Announcement of Executive Session
No action was taken.

6) Action as a Result of Executive Session
No action taken.

7) Other Business

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8) Adjourn

Mickey Hillock made a motion to adjourn the meeting. Gary Henderson seconded the motion, and the meeting was adjourned at 11:38 a.m.

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