

**WORKFORCE SOLUTIONS NORTHEAST TEXAS  
EXECUTIVE COMMITTEE AGENDA**

**Place: ZOOM Meeting**  
**Date: September 23, 2020**  
**Time: 10:00 AM**  
**Time: Sep 23, 2020 10:00 AM Central Time (US and Canada)**

**Join Zoom Meeting**  
**[https://networks-  
org.zoom.us/j/96412690895?pwd=ODJ2dzRzUHBMa1FBdkdXQXpTcHNYUT09](https://networks-org.zoom.us/j/96412690895?pwd=ODJ2dzRzUHBMa1FBdkdXQXpTcHNYUT09)**

**Meeting ID: 964 1269 0895**  
**Passcode: 374606**

**833 548 0282 US Toll-free**  
**877 853 5257 US Toll-free**  
**888 475 4499 US Toll-free**  
**833 548 0276 US Toll-free**

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. This temporary suspension will leave important open-meeting protections in place:

- Members of the public will be entitled to participate and address the governmental body during any telephonic or videoconference meeting.
- To hold a telephonic or videoconference meeting, a governmental body must post a written notice that gives the public a way to participate remotely, such as a toll-free dial-in number, and that includes an electronic copy of any agenda packet that officials will consider at the meeting.
- A governmental body must provide the public with access to a recording of any telephonic or videoconference meeting.

- 1. Call To Order**
- 2. Determination of a Quorum**
- 3. Declaration of Conflict of Interest**
- 4. Reminder of Texas Government Code Chapter 551 regarding open meetings that if a member of the public or of the Board inquires about a subject that is not on the agenda, and for which notice has not been given as required, any discussion of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting.**
- 5. Discussion, consideration and possible action regarding approval of the August 26, 2020 Executive Committee minutes.\***

In accordance with the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. The meeting place is accessible to persons with disabilities. If assistance is needed to participate, please call the office of the Workforce Solutions Northeast Texas (903) 794-9490. Please submit your request as far as possible in advance of the meeting you wish to attend. NOTE: Between regularly scheduled meetings of the Workforce Solutions Northeast Texas Board the Executive Committee may discuss, deliberate, and take all appropriate action on behalf of the Board regarding any matter listed on this Agenda. The Executive Committee may discuss any of the following in closed executive session and have action taken in an open meeting; personnel matters relating to officers and/or employees of the Board, certain consultations with an attorney, discussions about the value or transfer of real property, discussions about security personnel or devices, discussions about prospective gifts or donations, discussion of certain economic development matters.

6. Recess into closed executive session to discuss performance awards to Board employees as provided for in the Open Meetings Act, Section 551.074 – Personnel Matters.
7. Reconvene open meeting to discuss and take action, if any, on items presented in closed executive session.
8. Report and update by the Executive Director and/or staff regarding administrative matters, including internal policies and procedures, customer service issues, status of project assignments, organizational matters, and responsibilities of the Board's departments.
  - Effects of COVID-19
    - Workforce Centers Re-Opening
    - UI Claims\*
    - Child Care Impacts
    - Annual Celebration
9. Announcements
10. Adjourn

Workforce Solutions Northeast Texas  
Executive Committee Minutes

July 22, 2020  
Virtual ZOOM Meeting  
9:30 AM

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. This temporary suspension will leave important open-meeting protections in place:

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**Item 1. Call to order**

Ms. Mary Dwight, Workforce Solutions Northeast Texas Board Vice Chair, brought the Executive Committee meeting to order at 9:30 a.m.

**Item 2. Determination of quorum**

A quorum was determined to be present.

**Item 3. Declaration of conflict of interests**

None.

**Item 4. Reminder of Texas Government Code Chapter 551 regarding open meetings that if a member of the public or of the Board inquires about a subject that is not on the agenda, and for which notice has not been given as required, any discussion of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting.**

Ms. Dwight reminded the Executive Committee members that discussion of items other than those listed on the agenda is not allowed and a proposal can be made to place the subject on the agenda for a future meeting.

**Item 5. Approval of the Executive Committee Minutes of July 22, 2020**

Ms. Tammy Miller made the motion to approve the July 22, 2020 Executive Committee minutes. Mr. Roger Feagley seconded the motion. All were in favor. None opposed. Motion carried.

**Item 6. Discussion regarding new board member committee assignments.**

The Executive Committee agreed on the following committee assignments:

Mr. Jeff Briscoe – Internal Affairs Committee  
Ms. Kim Miller – External Affairs Committee  
Mr. David Burns – Internal Affairs Committee  
Ms. Jenny Arledge – External Affairs Committee

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**Item 7. Discussion, consideration, and possible recommendation of contract award for Contracted Service Provider.**

Ms. Keitha Nilsson made a motion to recommend approval to the full board for award of a contract to Principle Concepts, LLC to serve as the Contracted Service Provider beginning October 1, 2020 thru September 30, 2021 with up to four one-year renewals, contingent upon satisfactory negotiations of the terms and conditions of the contract. Ms. Miller seconded the motion. All were in favor. None opposed. Motion carried.

**Item 8. Report and update by the Executive Director and/or staff regarding administrative matters, including internal policies and procedures, customer service issues, status of project assignments, organizational matters, and responsibilities of the Board's departments.**

Mr. Reed reported on the following items:

- **Effects of COVID-19**

- Workforce Centers Re-Opening

All Workforce Centers continue to work virtually. The Texas Workforce Commission (TWC) has not determined when the work search requirements will be instituted, which will be the key factor in determining when most of the Workforce Centers will open to the public. Once the Commissioners make the determination, boards will receive a two-week notice. Robust services are being provided virtually. TWC has given funding to enhance service delivery capabilities. That funding was used to purchase a job fair platform, design and production of training videos, provide short-term training, a secure digital signing program and several other virtual service systems.

Staff is fielding over 800 calls a week. Although the state has had numerous complaints regarding the Unemployment Insurance claims process, Northeast has not received any regarding the local area delivery of services.

One Employment Services (ES) staff has passed away due to COVID. Another Contractor staff contracted the virus as well as a board staff member.

- UI Claims

Northeast Texas Claimants by Week June 6 thru August 15

Week of	Total Claimants
WE 6/6	957
WE 6/13	581
WE 6/20	574
WE 6/27	506
WE 7/4	646
WE 7/11	499
WE 7/18	596
WE 7/25	519
WE 8/1	444
WE 8/8	363
WE 8/15	513

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Top 10 Claimant Zip Codes

Zip Code	City	Claimants
75501	Texarkana	3175
75460	Paris	2189
75503	Texarkana	1998
75455	Mount Pleasant	1900
75482	Sulphur Springs	1525
75462	Paris	777
75551	Atlanta	717
75638	Daingerfield	604
75570	New Boston	555
75457	Mount Vernon	365

Claimants by Month

Month	Total Claimants
January	483
February	461
March	3262
April	5484
May	3268
June	2770
July	2076

Claimants by Industry March 1 thru August 15

Occupation	Claimants
Production	2359
Food Prep and Service	2175
Sales and Related	1763
Construction and Extraction	1284
Personal Care and Service	1087
Healthcare Support	1035
Installation, Maintenance, Repair	950
Transportation and Warehousing	791
Management	744
Office and Admin	675
Building, Grounds Cleaning, Maint	596

Claimants by County March 1 thru August 15

County	2020	2019
Bowie	6,360	1,005
Cass	1,958	391
Delta	258	73
Franklin	400	86
Hopkins	1,830	319
Lamar	3,601	676
Morris	1,109	167
Red River	596	164
Titus	1,932	401
Total	18,044	3,282

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○ Child Care Impacts

Sixty-five (65) of the 67 child care providers are providing services. 95% of children approved for child care are in attendance on a daily basis which is 1,240 children being served. Child care services are being provided to eligible customers and to essential workers. The providers are receiving an enhanced reimbursement rate of 25% beyond the normal rate at the direction of the TWC. Discussions have been held with TWC regarding targets for FY2021. Based upon the funding receiving, services provided should remain the same.

**Item 8. Announcements**

None.

**Item 9. Adjourn**

Ms. Dwight adjourned the Executive Committee meeting at 10:00 a.m.

**Executive Committee Members Present**

Mary Dwight/Vice Chair  
Tammy Miller/Secretary  
Roger Feagley  
Keitha Nilsson  
Dr. Kevin Rose  
Adam Routon

**Board Staff Present**

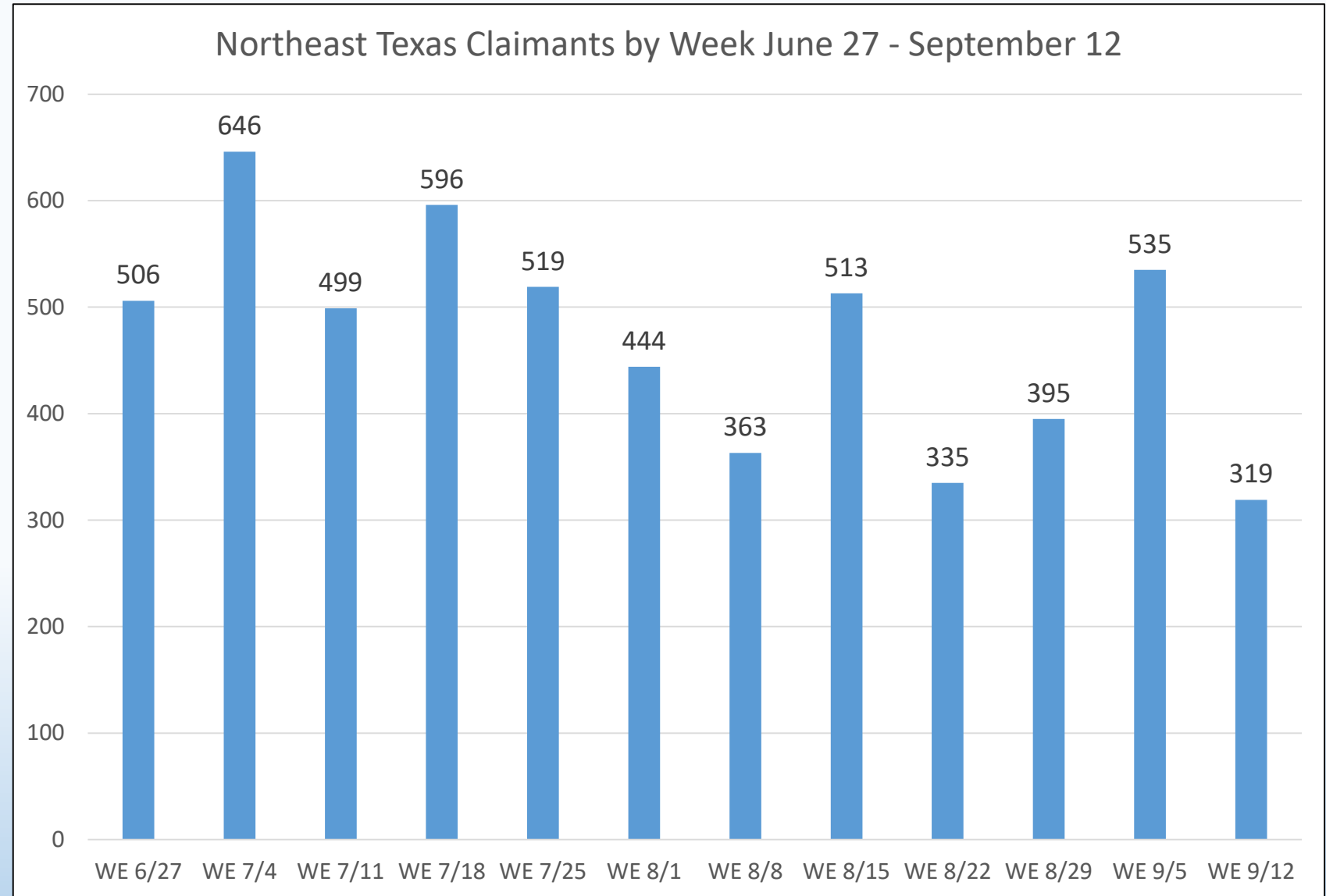
Randy Reed/Executive Director  
April Corbit/Board Relations Coordinator  
Mark Shortridge/IT Support



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This weekly report reflects the Northeast Texas Region, including the following counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, and Titus.

Week of	Total Claimants
WE 6/27	506
WE 7/4	646
WE 7/11	499
WE 7/18	596
WE 7/25	519
WE 8/1	444
WE 8/8	363
WE 8/15	513
WE 8/22	335
WE 8/29	395
WE 9/5	535
WE 9/12	319

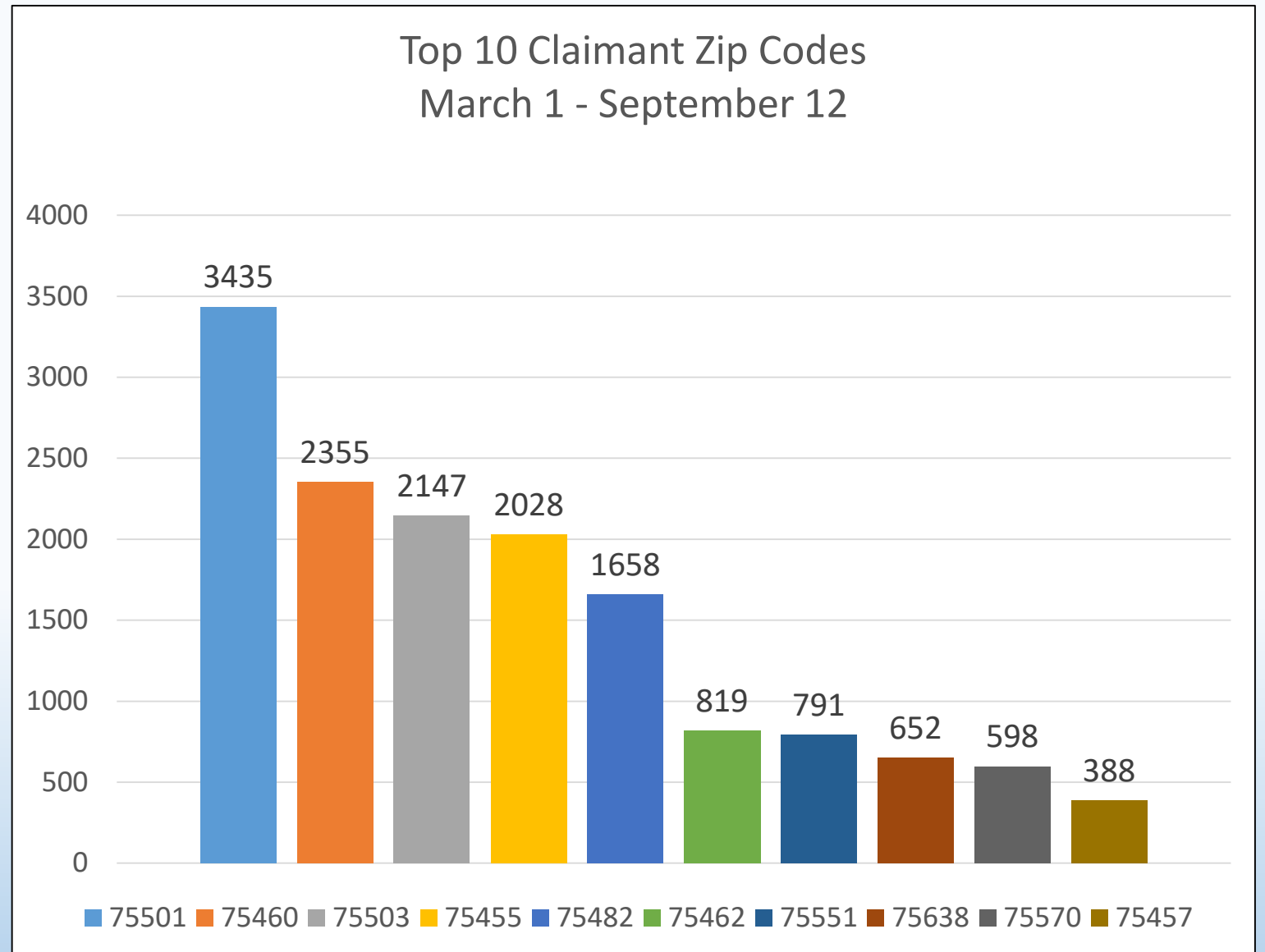




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Zip Code	City	Claimants
75501	Texarkana	3435
75460	Paris	2355
75503	Texarkana	2147
75455	Mount Pleasant	2028
75482	Sulphur Springs	1658
75462	Paris	819
75551	Atlanta	791
75638	Daingerfield	652
75570	New Boston	598
75457	Mount Vernon	388

\*Zip Code Data is where UI Claimant Lives

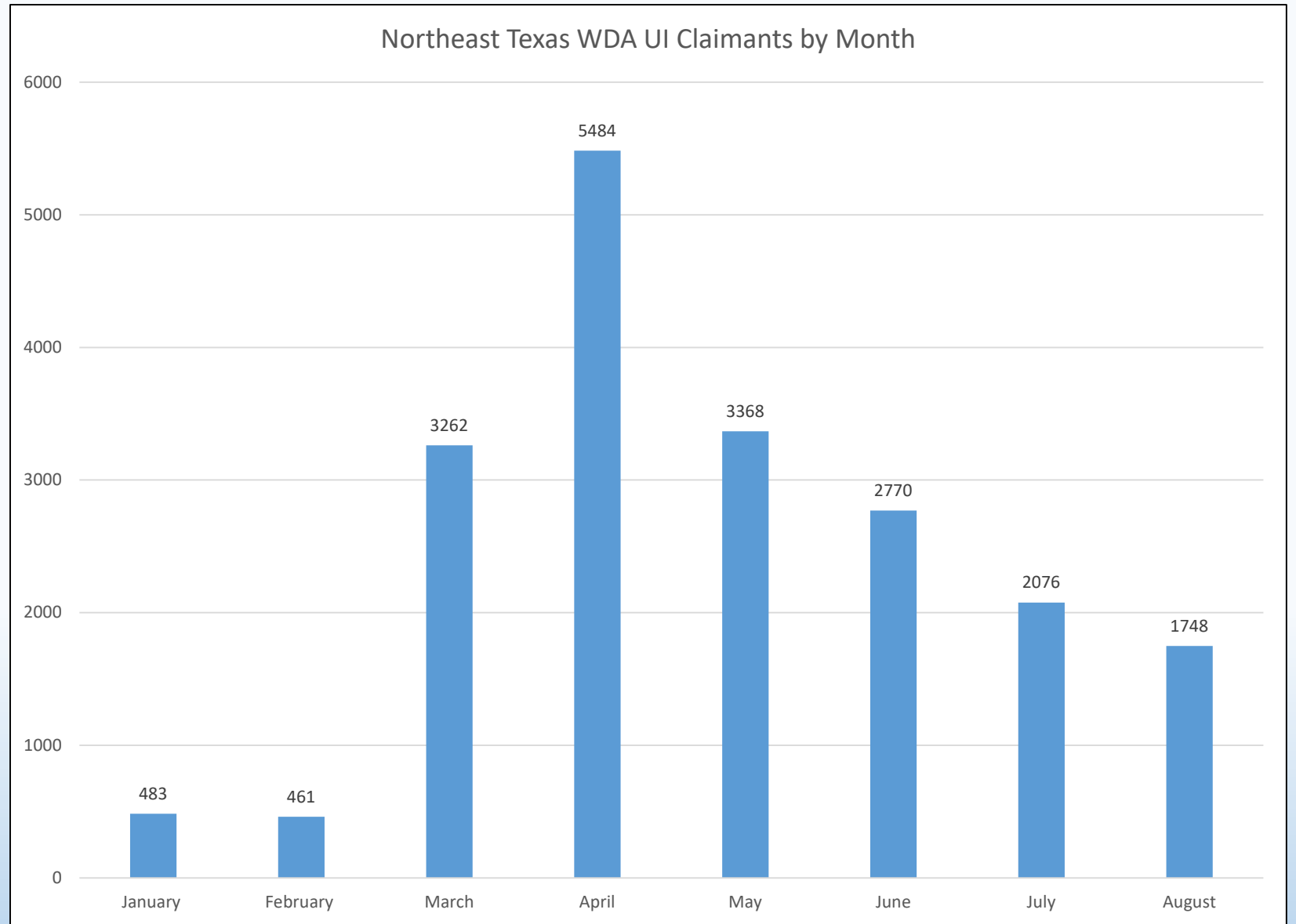






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Month	Total Claimants
January	483
February	461
March	3262
April	5484
May	3268
June	2770
July	2076
August	1748

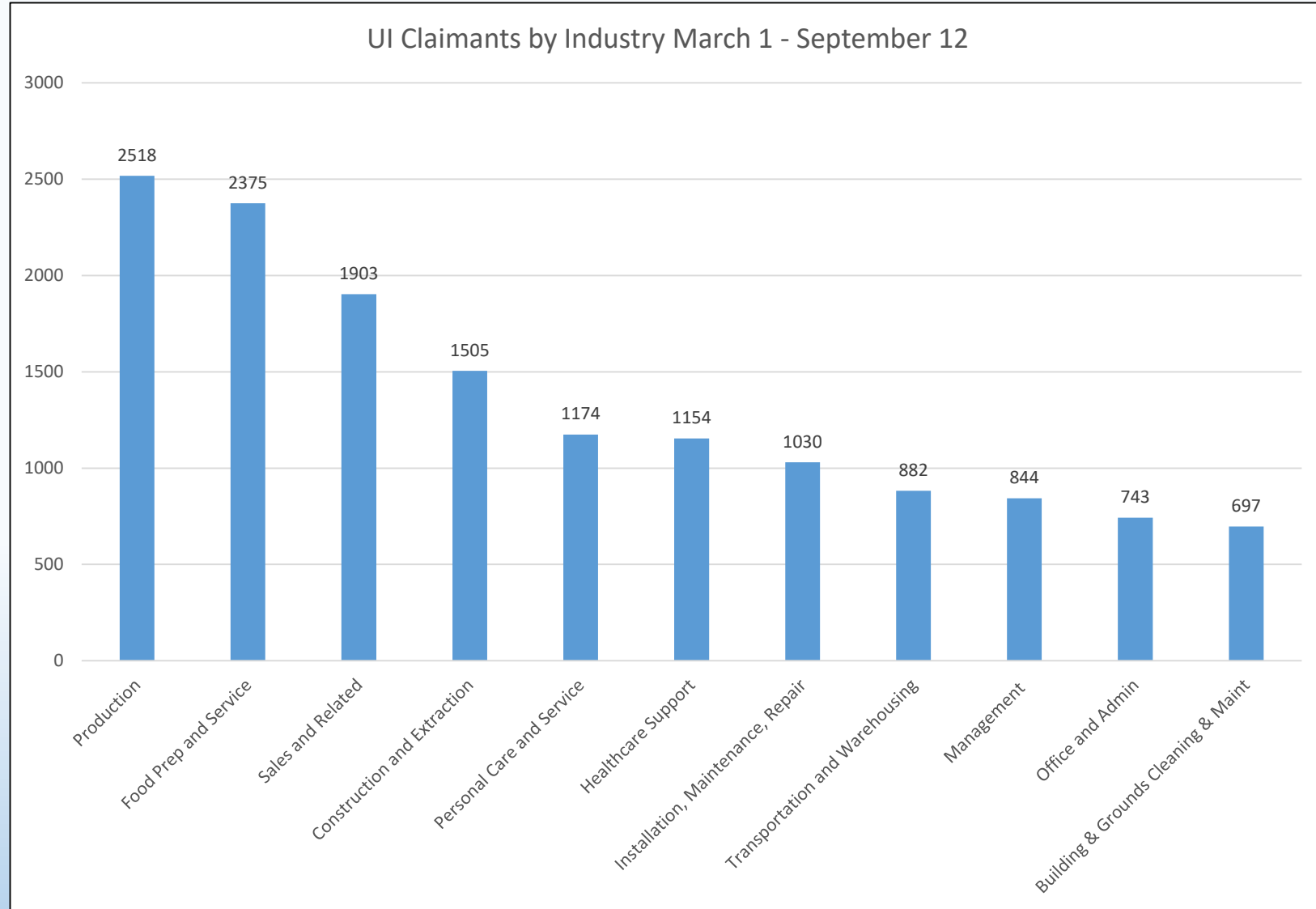




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This report reflects the Northeast Texas Region, including the following counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris,, Red River, and Titus.

Occupation	Claimants
Production	2518
Food Prep and Service	2375
Sales and Related	1903
Construction and Extraction	1505
Personal Care and Service	1174
Healthcare Support	1154
Installation, Maintenance, Repair	1030
Transportation and Warehousing	882
Management	844
Office and Admin	743
Building, Grounds Cleaning, Maint	697





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This report reflects the Northeast Texas Region. UI Claimants by county.

County	2020	2019
Bowie	6,918	1,161
Cass	2,154	459
Delta	282	79
Franklin	427	100
Hopkins	2,011	365
Lamar	3,875	759
Morris	1,218	188
Red River	651	175
Titus	2,089	447
Total	19,680	3,733

