

**WORKFORCE SOLUTIONS NORTHEAST TEXAS  
EXECUTIVE COMMITTEE AGENDA**

**Place: Titus Regional Medical Center  
Administrative Offices  
2001 North Jefferson  
Mount Pleasant, TX 75455  
2nd Floor**

**Date: Monday, November 17, 2008**

**Time: 8:30 AM**

1. Call To Order
2. Determination of Quorum
3. Declaration of Conflict of Interests
4. Consider Minutes of October 17, 2008 Executive Committee meeting for approval (Attachment)
5. Attendance at TWC Annual Workforce Conference
6. Discussion and update regarding Sulphur Springs Workforce Center
7. Update on Board appointments and re-appointments for FY '09
8. Consider recommendation to distribute a portion of any incentive dollars, if awarded, to the staff of the Workforce Solutions Northeast Texas Workforce Centers as a performance bonus.
9. Consider recommendations from the Membership Committee regarding committee appointments.
10. Review and consider Board policy concerning employee holiday schedule (Attachment)
11. Review and consider job description for the Executive Director (Attachments)
12. Discussion and Consideration of December Executive Committee meeting.
13. Discussion and possible recommendation for action regarding award of Out-of School Youth contract (Attachment)
14. Report and update by the Executive Director and/or staff regarding administrative matters, including internal policies and procedures, customer and service issues, status of project assignments, and organizational matters.
15. Consider discussion of future agenda items
16. Announcements
17. Adjournment of regular meeting

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.