



Minutes

Board of Directors Meeting

May 25, 2017– 3:00 p.m.

1301 Broadway, Suite 201~ Lubbock, TX 79401

Board Members in Attendance

Wesley Anderson
Chris Carpenter
Adrienne Cozart
Lynda Dutton
Donnie Gatlin
Kimberly Harrel

Jeff Malpiede
Kevin McConic
Chuck Smith
Denver Bruner
Eddie McBride
Beth Miller

Tom Vermillion
Sharla Wells
Adele Youngren
Dr. Kyle Wargo
Barry Pittman

Board Members not in Attendance

Kenneth Hill
Rob Blair
Denver Bruner
Dela Esqueda
Nancy Kernell
Willis McCutcheon

Gary Boren
John Osborne
Ester Pena
Angela Evins
David Quintanilla
Ken Sanderson

Joe Thacker
Dr. Theresa Williams
Gilbert Salazar
Leonard Valderaz

Chief Elected Officials, Staff and Guests Present

Martin Aguirre
Rocky Brown
Bobbie Howard

Lisa Rivera
Danny Soliz
Monica Talamentez

Larry Denton TVC
Brooks Coulson TVC

I. Call to Order

Vice- Chair Adrienne Cozart called the meeting to order at 3:09 p.m.

II. Public Comments/Open Session

III. Review & Approve Minutes Dated April 11, 2017

Eddie McBride moved to approve the minutes. Wesley Anderson seconded, and the motion passed.

IV. Committee Reports

1. Executive (May 17, 2017)

Adrienne Cozart, Board Member reported. Information and action items are documented in the committee meeting minutes.

V. Consent Agenda Approval

1. WIOA Incumbent Worker Training Projects – Change 1 (Executive)

Chris Carpenter moved to approve the consent agenda item. Wesley Anderson seconded, and the motion passed.

VI. Discussion, Consideration & Possible Action

1. Board of Directors Officer Nominations for 2017-2019

The Slate of Officers as recommended by the Executive Committee to the Board of Directors are Adrienne Cozart Board Chair, Chuck Smith, Vice Chair and Jeff Malpiede Secretary. There were no nominations from the floor and no discussion regarding the Slate of Officers for 2017-2019.

Barry Pittman moved to accept the Board of Directors Slate of Officers for 2017-2019. Eddie McBride seconded, and the motion passed

2. Additions to the Paid Holiday Schedule for Board Staff

Vice Chair Adrienne Cozart presented the item to the Board of Directors to add additional paid holidays for Board staff. The paid holiday schedule for Board staff listed below is taken from Chapter 8 of the Workforce Solutions South Plains Personnel Manual:

8.03.02 Holidays Workforce Solutions has designated the following ten days to be observed as holidays by all regular, full-time employees. All full-time employees will receive pay for the following holidays:

1. *New Year's Day*
2. *Martin Luther King Day*
3. *Memorial Day*
4. *Independence Day*
5. *Labor Day*
6. *Veterans Day*
7. *Thanksgiving Day*
8. *Friday following Thanksgiving Day*
9. *Christmas Day*
10. *December 26*

In addition to the ten designated holidays, each employee shall receive a holiday for his/her birthday, which must be taken during his/her birthday month.

If any of these holidays falls on a weekend or other day that an employee would normally not work, another holiday may be granted to employees at the sole discretion of the Executive Director.

The additional designated paid holidays for Board staff would be Christmas Eve, Presidents Day, and Good Friday. Presidents Day and Christmas Eve are state holidays; Good Friday is an optional state holiday.

Martin Aguirre explained that LP&L closes the office on holidays and that there is limited access into the building, though Board staff can access the office. Beth Miller asked what would happen if the holiday fell on a weekend, because if a holiday falls on a weekend of how the state agencies doesn't give another day. Martin Aguirre explained that in the personnel manual it gives the Executive Director discretion. Adele Youngren stated that Good Friday is an optional holiday.

Kyle Wargo moved to accept the recommendation to add Presidents Day, the Day Before Christmas, and Good Friday as additional paid holidays for Board staff. Sharla Wells seconded, and the motion passed.

VII. Information Items

1. Board Contracted Measures
Rocky Brown reported the Board met or exceeded 12 performance measures and did not meet six.
2. Board Operating Budget
Lisa Rivera reported the on the operating budget as of April 30, 2017.
3. Monthly Grant Expenditure Report
Lisa Rivera reported on the grant expenditures as of April 30, 2017.
4. Financial Monitoring Report
Lisa Rivera reported that Ed Taylor and Associates conducted on site financial monitoring the week of May 8.

5. Contract Update
6. Grant Update
7. Board Monitoring Activity Report

VIII. Report and Update by the Board CEO

Martin Aguirre reminded the Board that the July 27, 2017 would be the Annual Board meeting and Award Banquet held at the Overton Hotel. The Youth Career and Job Fair will be held June 1, 2017. 60 employers and 20 education and training providers will be in attendance. The Summer Earn and Learn Project with TWC VR is being planned. Board staff attended Department of Labor Workforce Innovation Opportunity Act Convening's in Dallas and San Diego, CA. Kenneth Hill as immediate past chair will become the designated Board member on the Texas Association of Workforce Boards (TAWB)

IX. Adjourn

The meeting was adjourned at 3:35 p.m.