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## Workforce Solutions North Texas Board Meeting Minutes

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April 22, 2021, 12:00 PM

### I. Call to order

Chairman, Lee Ritchie, called the Workforce Solutions North Texas Board Meeting to order at 12:03 PM on April 22, 2021.

### II. Roll Call

*Members present (in person or via Zoom):* Toni Alonzo, Marsha Anderson, Billy Clark, Steve Halloway, Tracey Jennings, Synthia Kirby, Anthony Louis, Kristen Morris, Michelle Nelson, Debbie, Powell, Glenda Ramsey, Lee Ritchie, Mileasha Rizan, Crystal Sanders, Rhonda Schreiber, Jim Sjolander, Dirk Welch, and Julie Young.

*Members not present:* Ben Bell, Leslie Chalmers, Roy Cheney, Taylor Davis, Darren Francis, Keri Goins, Lee Harvey, Brandon Litteken, and Rodney McCleskey.

*Guests present:* Kendra Ball, Ebonie Batts, Lisa Boyd, Linda Crabtree, Moneisa Downs, Leslee Escobedo, Scott Essary, Karen Fite, Josie Gonzalez, Ginger Hannah, Sharon Hulcy, Lisa McDaniel, Edward Pichardo, Crystal Ojeda, Brenda Roland, Darla Silva, Debra Thomas, Lyka Walton, Dennis Wilde, Chandra Young.

Lee Ritchie noted a quorum of members present.

### III. Consent Agenda

- Motion by Chairman Ritchie to accept last board meeting recording in lieu of minutes. Unanimous consent.
- Motion by Billy Clark and seconded by Jim Sjolander for approval of the In-Demand Industry List. Unanimous consent.  
Motion made by Steve Halloway and seconded by Billy Clark for approval of the In-Demand Occupations List. Unanimous consent.
- Motion by Synthia Kirby and seconded by Glenda Ramsey for approval of the Board Plan 2021-2024. 17 in favor 1 abstained.

### IV. Items for Discussion and Possible Action

- A report was given by Lisa McDaniel from the Procurement Evaluation Team for the Request for Proposal for Workforce Services. The evaluators were introduced: board staff member Ebonie Batts and board members Synthia Kirby and Steve Halloway. The evaluation process was described for the board and the resulting recommendation was given to the board which included the following details: Five companies submitted letter of intent to bid, however only

one submitted a final bid for the RFP. The bid was evaluated based on a set scoring model that included a minimum acceptable score threshold. The sole bidder, Arbor E&T, LLC., exceeded the minimum score and satisfactorily met the objectives outlined in the RFP. A motion was made by Glenda Ramsey and seconded by Lee Ritchie to approve the recommendation from the Evaluation Committee to award the sub-recipient contract for Workforce Services to Arbor E&T, LLC. Workforce Solutions. 15 in favor 3 abstained.

▪ ***Committee Reports – no action***

- Sharon Hulcy gave update from the Monitoring Committee regarding the SNAP E&T. The Board received a letter from TWC stating the corrective action for the SNAP E&T finding was resolved and the monitoring review was closed.
- Brenda Roland gave an update from the Youth Advisory Committee.

## V. Executive Director Report

Lisa McDaniel updated the Board on the following:

- ***Grant Spending Report*** – The Board will receive new grant funds for the WIOA program effective July 1, 2021. The amount is currently unknown. Our fiscal agent will update the amounts once received.
- ***Cyber Security Assessment*** – Our assessment will begin next week. TWC has hired a 3rd party vendor to ensure our cyber security is effective and working appropriately. Results will be available in June 2021.
- ***Outreach Updates*** – Scott Essary outlined the actions being taken to increase engagement from the communities for the WIOA Program. Kendra Ball outlined additional actions being taken to increase access to our services. Lyka Walton and Kendra Ball are updating the Workforce website to reduce jargon and evaluate readability and usefulness for consumers. A blog is being established May 1 and the “WIOA” program will be rebranded to a simpler name as part of the effort towards use of plain language and less jargon.
- ***Big Blue Lawsuit*** - Lisa McDaniel provided an update on actions with the Big Blue Lawsuit. The case was dismissed on April 16, 2021.
- ***Co-location with Vocational Rehabilitation*** – Awaiting updates on staffing numbers from VR, then will proceed with working with broker on space for co-location.
- ***Committee Realignment*** – Evaluating the current committees and plan to realign to the needs of the Board at the June board meeting.
- ***Additional Updates*** - Leslie Escobedo reported about the Drive Thru Enrollment for Childcare, with this event she has expressed the waiting list, they were able to place 134 children within 3 weeks.

## VI. Adjournment

Chairman, Lee Ritchie, adjourned the meeting at 1:35 PM on April 22, 2021.