



**AUDIT & FINANCE COMMITTEE MEETING**

**Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120, Boardroom  
San Antonio, TX 78207  
February 28, 2025  
10:00 AM**

**AGENDA**

*Agenda items may not be considered in the order they appear.*

Citizens may appear before the Committee to speak for or against any item on the agenda in accordance with procedural rules governing meetings. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of the meeting. Questions relating to these rules may be directed to Janel Santos (210) 850-2160.

*The Chair of the Committee will be at the Host Location. The Host location is specified above. Meetings will be visible and audible to the public at the Host location, and there will be a visual or audio recording of the meeting. There will be a two-way audio and video of the meeting between each Board member sufficient that Board members and public can hear and see them. WSA will comply with all Videoconferencing Guidelines.*

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During the Public Comments portion of the meeting (Agenda Item 4), the Public may type their name into the chat box or unmute themselves and state their name. The meeting host will call each member of the public for comments, in the order their names were submitted.

Workforce Solutions Alamo is an equal opportunity employer/program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Janel Santos at (210) 850-2160 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- I. CALL TO ORDER  
Presenter: Mary Batch, Committee Chair
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Mary Batch, Committee Chair
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Mary Batch, Committee Chair
- IV. PUBLIC COMMENT  
Presenter: Mary Batch, Committee Chair
- V. DISCUSSION AND POSSIBLE ACTION ON MEETING MINUTES  
Presenter: Mary Batch, Committee Chair
  - a. Meeting Minutes from November 8, 2024
- VI. PROCUREMENT UPDATES (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Kristen Rodriguez, Interim Director of Procurement
  - a. New Lease for Kenedy Workforce Center Facility
  - b. Marketing and Outreach Contract
- VII. FISCAL UPDATES (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Gabriela Navarro-Garcia, Controller and Brandee Perez, CFO
  - a. Financials
  - b. Ready to Work Update
  - c. Client Expenditure Analysis
  - d. County by County Expenditure Analysis
  - e. Financial Monitoring & Fiscal Integrity Reviews for Subrecipients
- VIII. CEO REPORT  
Presenter: Adrian Lopez, CEO
  - a. Employee Benefits Analysis
  - b. New Grants
- IX. CHAIR REPORT  
Presenter: Mary Batch, Committee Chair
- X. EXECUTIVE SESSION:
  - a. Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may move into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:
  - b. Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;
  - c. Government Code §551.071 – All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications Under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas; Pending or Contemplated Litigation;

- d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

XI. ADJOURNMENT

Presenter: Mary Batch, Committee Chair