



REGULAR BOARD MEETING

100 N. Santa Rosa St. Suite 120
San Antonio, Texas 78207
August 19, 2022
1PM

WSA Board Of Directors Attendees: Leslie Cantu (Chair), (in-person); Mary Batch, (1:15pm); Ben Peavy, Kelli Rhodes, Dawn Dixon, Dr. Sammi Morrill, Tony Magaro, Betty Munoz, Lisa Navarro Gonzales, Ana DeHoyos O'Connor, Eric Cooper, Lowell Keig, Yousef Kassim, Elizabeth Lutz, Mitchell Shane Denn, Robby Brown, in-person (1:30PM), Esmeralda Perez, Dr. Burnie Roper, (1:13pm), Allison Greer Francis

Partners: Mike Ramsey, in person, Jordana Matthews- virtual, Diane Rath- virtual and Michael Blair- person

WSA Legal Counsel: Frank Burney

WSA Board Staff: Adrian Lopez, Linda Martinez, Angela Bush, Dr. Andrea Guerrero-Guajardo, Roberto Corral, Gabriela Horbach, Manuel Ugues, Dr. Ricardo Ramirez, Chuck Agwuegbo, Jeremy Taub, Joshua Villela, Chakib Chehadi, Katherine Pipoly, Dr. Federico Ghirimoldi, Vickie Reece, Victoria Rodriguez, Rebecca Espino Balencia, Giovanna Escalante-Vela, Aaron Smith

Guests: Felipe Romero; Amy Contreras

AGENDA

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

Citizens may appear before the Board 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 a meeting. Questions relating to these rules may be directed to Linda Martinez at (210) 581-1093.

To protect the health of the public and limit the potential spread of COVID 19, WSA will hold this meeting via a hybrid of videoconferencing and in-person. The Chair of the Committee will be at the Host Location. The Host location is specified on the posted Agenda. 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 3), 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.

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Chairwoman Leslie Cantu
At 1:06 p.m. Chair Cantu called the meeting to order. The roll was called, and a quorum was declared present.
- II. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Chairwoman Leslie Cantu
None.
- III. PUBLIC COMMENT
Presenter: Chairwoman Leslie Cantu
None.
- IV. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)
Presenter: Chairwoman Leslie Cantu
 - a. Meeting Minutes for June 10, 2022 Meeting
 - b. Check Signature Policy
 - c. Financial Reports
 - d. Performance, Programs & Operations
 - e. WSA Monitoring Policy
 - f. Facilities Update: Port SA & Floresville
 - g. Procurement Diversity Policy Report (SMWVBE)**Upon motion by Board Member Director Ana De Hoyos O'Connor and second by Board Member Director Eric Cooper, the Board unanimously approved Consent Agenda items a – g.**
- V. RATIFICATION OF CLOUD MIGRATION AND SECURITY OPERATIONS CENTER RFP (DISCUSSION AND POSSIBLE ACTION)

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Presenter: Jeremy Taub, Procurement and Contracts Director

- Dr. Andrea Guerrero Guajardo presented the background of cloud migration and security operations. Item today is to ratify the vendor.
- Chuck Agwuegbo presented the vendor that won the bid, which is FreeIT Data Solutions, Inc.
- Ben Peavy asked what category FreeIT fits into SMWVBE's aspiration goal. Jeremy Taub responded that they are a Hispanic owned vendor.

Upon motion by Board Member Director Ben Peavy and second by Board Member Director Mary Batch, the Board unanimously approved the Ratification of Cloud Migration and Security Operations Center RFP. Board Member Director Lowell Keig abstained from the vote.

VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mary Batch, Audit & Finance Committee Chair

a. FY23 Budget

- Mary Batch presented the FY23 Budget report. This includes an increase in personnel expenses for Cost of Living, COLA, 3%, Performance 2%, and Incentives which is a one-time 5% increase.
- CFO Angela Bush informed that the budget includes paid internships.
- Mary Batch also informed that the budget includes board facility costs and corporate equipment. Increases also include Marketing, Professional Services, Workforce Centers facilities costs, Child Care Reserve, and the Mobile Unit.
- CFO Angela Bush added that the Subrecipient Monitoring Increase may look large, but it does include 6 subrecipients from Ready to Work. This will allow an external monitor to review programmatic and fiscally and will be allocated to the program that is being monitored.
- Chair Cantu asked about the decrease in the Workforce Center and Service Delivery. CFO Bush explained that it mostly came from the Childcare Service Industry Recovery Program. WSA was unable to utilize all of the funds, even though they were number 1 in the state, and there was a de-obligation of \$19M. Additionally, Ready to Work is a \$6M grant that ends March 31, 2023.

Upon motion by Board Member Director Eric Cooper and second by Board Member Director Ana De Hoyos O'Connor, the Board unanimously approved FY23 Budget.

VII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

a. Local Plan Progress

- i. Labor Market Data
- ii. Business Services Update
- iii. Strategic Partnership and Workforce Academy Update

Presenter: Caroline Goddard, Strategic Community Partnerships Manager

b. New Outreach Strategy: Data Point Center

Presenter: Penny Benavidez, Director Public and Government Relations

- Eric Cooper presented the Strategic Committee Report. The look and feel of the Workforce Solution offices have been refreshed with new signage, colors, fonts, and brand to help educate visitors.

- CEO Lopez added that WSA had a hiring fair with Boeing and there were about four hundred people in attendance. Boeing submitted seventy offers of employment that day.

VIII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Quality Assurance Update
- b. Briefing TWC Audit Resolution

- Dr. Ricardo Ramirez presented the Oversight Committee Report. Last year TWC had their annual monitoring audit and they had 1 finding. The finding related to user access and termination of applicants. Users no longer need access because they are no longer employed by WSA and access to TWC applications need to be terminated within 24 hours or same day. The issue went to TWC audit resolution who then gave the agency 45 days to resolve. WSA performed internal reviews, implemented new policies and procedures, implemented staff training and submitted the plan. TWC found the actions that the agency took adequately resolved the findings and the monitoring was closed. TWC's annual monitoring is now underway for this year.
- WIOA Adult and Dislocated Worker and TANF monitoring results expected to be out soon. WIOA Youth for Serco and C2 monitoring has just begun.

IX. PROCUREMENT BRIEFING (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jeremy Taub, Procurement and Contracts Director

- a. RFP Updates
 - i. RFP Program Monitoring
 - RFP issued for Program Monitoring. It was called back and will be resubmitted soon.
 - ii. RFP Janitorial Services
 - Routine and emergency cleaning services are included. M&Rs Elite Janitorial Solutions are recommended.

Upon motion by Board Member Director Mary Batch and second by Board Member Director Dr. Sammi Morrill, the Board unanimously approved RFP Janitorial Services. Board Member Director Lowell Keig abstained from the vote.

- b. Service Delivery Contracts
 - Presented by CFO Angela Bush.
 - i. Adult Services
 - Awarded to C2 Global Professional Services, Inc. Includes Ready to Work contract. Serves all Workforce Centers in the 13-county area. In 2023, an RFP will be performed. Term is Oct. 1, 2022 – Sept. 30, 2023.
 - ii. Child Care Quality Services

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- Awarded to City of San Antonio for the Texas Rising Star program and other initiatives. Term is Oct. 1, 2022 – Sept. 30, 2023.
- iii. Child Care Management Services
 - Awarded to City of San Antonio. Term is Oct. 1, 2022 – Sept. 30, 2023.

Upon motion by Board Member Director Mary Batch and second by Board Member Director Ana De Hoyos O'Connor, the Board unanimously approved Service Delivery Contracts items i – iii. Board Member Directors Lowell Keig and Ben Peavy (item i) abstained from the vote.

iv. Youth RFP

- Previously had an urban contractor and a rural contractor. It will now be combined into one contractor which allows for cost effectiveness and operational efficiencies. Serco of Texas, Inc. was awarded contract negotiations with WSA.

Upon motion by Board Member Director Lisa Navarro-Gonzales and second by Board Member Director Mary Batch, the Board unanimously approved Service Delivery Contracts item iv. Board Member Director Lowell Keig abstained from the vote.

X. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT OUTS / DISCUSSION ITEMS

Presenters: Diane Rath, Mike Ramsey, Jordana Matthews

- Jordana Matthews presented the report outs and discussion items. The Committee of Six will meet next week to approve the budget and strategic plan.
- Diane Rath requests that when a vacancy becomes open for a Board Member, the Committee of Six be notified as soon as possible so they have adequate time to find qualified applicants.

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

- Board Staff Recognition: Vickie Reece
- SA Ready to Work Update
 - Secured all of the contracts with the subrecipients. Lastly working on insurance items.
- Economic Development Corporation – Grants and Business Services Seminar
 - Invited sixty individuals to attend the seminar hosted by WSA and TWC and thirty individuals participated.
- 2022 Growth through Reentry to Advance Careers & Employment (GRACE Conference); Charity Ball, Aspen Institute, Bexar County ARPA Funds
 - WSA participated in the GRACE Conference, with Chair Cantu as the representative. WSA submitted a proposal and are awaiting response to Charity Ball to augment Child Care Services. The Aspen Institute responded and asked for WSA to interview which will hopefully support Workforce Academy efforts. WSA is finalizing the application to Bexar County ARPA Funds.

- Penny Benavidez, Director, Public and Government Relations, presented a Media Report. San Antonio Food Bank ribbon cutting was August 12th and had lots of media coverage. Increasing engagement in social media. Launched landing page for the Ready to Work program online.

XII. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chairwoman Leslie Cantu

- a. Board of Directors Recognition: Frank Crowder
- b. 2nd Chance Initiative
- c. BOD Attendance and Demographics
 - Chair Cantu brought to the attention of the Board that there have been numerous attempts to reach out to Ernest De La Rosa about his lack of attendance. Chair Cantu, CEO Lopez, and Linda Martinez have reached out via texts, phone calls, emails, letters, and a certified letter with no response. He no longer meets the 75% attendance rate.
Upon motion by Board Member Director Lowell Keig and second by Board Member Director Mary Batch, the Board unanimously agreed to remove Ernest De La Rosa as a Board Member due to lack of attendance.
- d. Success Stories
 - i. Child Care
 - ii. Youth
 - iii. Adult
 - iv. Summer, Earn and Learn (SEAL)

XIII. Next Meeting: Board of Directors Meeting – October 21, 2022

XIV. **Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board 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:**

- a. **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;**
- b. **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:**
- c. **Pending or Contemplated Litigation; and**
- d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo and**
- e. **Government Code Section 551.089—Discussions regarding Security Devices for Audits.**

XV. Adjournment

Presenter: Chairwoman Leslie Cantu

There being no further business, the meeting was adjourned at 2:41 p.m.

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