



**WSA NOMINATION COMMITTEE
MEETING**

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
November 5, 2024
11:00AM

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 Teresa Chavez at (210) 452-9405.

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 two-way audio and video of the meeting between each Board member sufficient that Board members and the public can hear and see them. WSA will comply with all Videoconferencing Guidelines.

For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Teresa Chavez, (210) 452-9405.

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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.

I. CALL TO ORDER

Presenter: Anthony Magaro, Committee Chair

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Anthony Magaro, Committee Chair

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Anthony Magaro, Committee Chair

IV. PUBLIC COMMENT

Presenter: Anthony Magaro, Committee Chair

V. DISCUSSION AND POSSIBLE ACTION ON MINUTES FROM OCTOBER 26, 2023,
NOMINATIONS COMMITTEE MEETING

Presenter: Anthony Magaro, Committee Chair

VI. DISCUSSION AND POSSIBLE ACTION TO NOMINATE SLATE OF OFFICERS FOR 2025
(CHAIR, VICE CHAIR, AND SECRETARY)

Presenter: Anthony Magaro, Committee Chair

VII. EXECUTIVE SESSION:

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:

- 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;
- 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.

VIII. ADJOURNMENT

Presenter: Anthony Magaro, Committee Chair



NOMINATIONS COMMITTEE MEETING - MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207

October 26, 2023

2:00 PM

BOARD OF DIRECTORS: Anthony Magaro (Chair), Betty Munoz, Ana DeHoyos O'Connor, JR Trevino

STAFF: Adrian Lopez, Kristen Rodriguez, Vanessa McHaney

PARTNER STAFF: None.

LEGAL COUNSEL: None.

GUEST: None.

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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 Caroline Goddard at (210) 322-6296 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

United States (Toll Free): 1-415-655-0002

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I. CALL TO ORDER

Presenter: Anthony Magaro, Committee Chair

At 2:00pm, Chair Anthony Magaro called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Anthony Magaro, Committee Chair

The roll was called, and a quorum was declared present.

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Anthony Magaro, Committee Chair

None.

IV. PUBLIC COMMENT

Presenter: Anthony Magaro, Committee Chair

None.

V. DISCUSSION AND POSSIBLE ACTION ON MINUTES FROM NOVEMBER 18, 2022, NOMINATIONS COMMITTEE MEETING

Presenter: Anthony Magaro, Committee Chair

Upon motion by Ana DeHoyos O'Connor and seconded by JR Trevino, the Committee unanimously approved the minutes from November 18, 2022, Nominations Committee Meeting.

VI. DISCUSSION AND POSSIBLE ACTION TO NOMINATE SLATE OF OFFICERS FOR 2024 (CHAIR, VICE CHAIR, AND SECRETARY)

Presenter: Anthony Magaro, Committee Chair

- The current officers for 2023 are Leslie Cantu as Chair, Mary Batch as Vice Chair, and Yousef Kassim as Secretary.
- Nomination forms were sent out via email by Vanessa McHaney. Nominations were received from the Board of Directors. Qualifications include the Chair and Vice Chair must be from the private sector category and all nominees must have at least a 75% attendance rate. All nominees meet these requirements.
- Leslie Cantu has been nominated as Chair and has accepted this nomination.
- Mary Batch has been nominated as Vice Chair and has accepted this nomination.
- Yousef Kassim has been nominated as Secretary and has accepted this nomination.

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- Dr. Sammi Morrill has been nominated as Secretary and has accepted this nomination.
- Chair Anthony Magaro asked for any discussion from the Committee. Betty Munoz stated she agreed with the nomination slate. Ana DeHoyos O'Connor stated she agreed with the nomination slate. JR Trevino stated he agreed with the nomination slate.

Upon motion by Betty Munoz and seconded by JR Trevino, the Committee unanimously approved the nomination slate as presented to take to the Board of Directors meeting on November 17, 2023.

VII. EXECUTIVE SESSION:

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:

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- c. 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.

None.

VIII. ADJOURNMENT

Presenter: Anthony Magaro, Committee Chair

Upon motion by JR Trevino and seconded by Ana DeHoyos O'Connor, Chair Anthony Magaro adjourned the meeting at 2:08pm.



Nominations Committee

November 5, 2024





WSA Election of Board Director Officers

Anthony Magaro- Chair

Teresa Chavez-COO



Election of Board of Director Officers

- The officers of the Organization shall be a Chair, a Vice Chair, and a Secretary
- Officers of the Organization shall be elected by the Board to a one **(1)** calendar year term, or until their successors are elected, and shall be eligible for re-election without limitation.
- The Board shall elect its officers from the nominations slate and from any nominations from the floor for each office, at the annual meeting of the Board.



Election of Board of Director Officers

The Chairperson shall be elected by the Board from among those directors who are representatives of the private sector. The duties of the Chair shall include but are not limited to the following:

- Preside over meetings of the Board;
- Make appointments to standing committees, Ad Hoc committees and shall be an ex-officio member of all committees;
- Serve as the official spokesperson for the Board;
- The Chair or a designee shall represent the Board at state, regional or national meetings concerning workforce development or other business of the Board; and
- Except as otherwise provided by Board policies, Applicable Law or in these Bylaws, the Chair, in the name of the Board, shall execute contracts, plans or other instruments authorized by the Board.



Election of Board of Director Officers

The duties of the Vice Chair shall include, but are not limited to:

- In the Chair's absence or temporary disability, the Vice-Chair will exercise all authority and discharge all responsibilities of the Chair subject to restrictions applicable to the Chair;
- Perform such other duties as may be identified by the Board.



Election of Board of Director Officers

The duties of the Secretary, which may be the Chief Executive Officer, shall include, but are not limited to:

- Keep or cause to be kept, and certify the minutes of all meetings of the Board;
- Serve as custodian of corporate records; and
- Perform all duties incident to the office of the Secretary as may be required by law, these Bylaws, or as assigned from time to time by the Board.



Nominations / Elections Timeline

- November 5, 2024 – Nomination Committee meets to discuss process.
- Week of November 4th – Message to Board requesting self-nominations or nominations for other for the three positions.
- Week of November 11th – Message to Board Requesting Self-nominations or nominations for others and prior to Nominating Committee Meeting – Verify candidate interest in running for positions for which they were nominated.
- Week of November 18th – Meet with Nominating Committee (must schedule) to review eligibility of all nominees and slate of candidates for all positions.
- November 22nd – Board Meeting and elections take place.





Questions





**OVERVIEW OF ELECTION
PROCESS/PROCEDURE AT BOARD
MEETING**

ELECTION OF OFFICERS

1. Call for the nomination report for Chair;
2. Then Chair will open the floor for nominations for any other candidates for Chair;
3. Once all nominations are made, Chair will close nominations;
4. If voting by ballot is requested (rather than vote by hands), each Board member will have to write out his or her vote with their name of the ballot;
5. Ballot will be tallied, and results announced;

The Chair then would proceed with elections of other officers. If there is only one nominee for other positions (Vice-Chair and Secretary), the Chair should entertain a motion to elect such persons by acclamation. If contested, repeat process above.

Both candidates for Chair and the Vice-Chair must be from the private sector.

HANDLING NOMINATIONS FROM THE FLOOR

After each nomination, the chair repeats the name as having been nominated. For example, he may say, "Cletus Potzbius has been nominated. Are there further nominations?"

The process of making floor nominations is subject to the following rules:

- Recognition by the chair isn't required to make a nomination. A member may call out a nomination while remaining seated. However, in larger organizations, calling nominations from your seat is usually impractical. In such cases, members may adopt a more formal nomination process either by rule or by the adoption of an incidental motion for that particular meeting or election.
- Nominations don't have to be seconded, but it's not out of order for members to second a nomination to signal their endorsements.
- A member shouldn't offer more than one nomination to a position if there are several seats for the same office — such as for nominees to a board or a committee — until all other members have had the opportunity to make nominations. However, if a member does make more nominations before others have had their chance, his additional nominations aren't out of order unless someone objects to his actions. Additionally, it is not in order under any circumstances for a member to nominate more persons than there are seats

available. For example, if an election is to fill three seats on a board, a member cannot nominate four people.

- Nominations are taken for successive offices in the order the bylaws list them.

CLOSING NOMINATIONS

According to Robert's Rules, motions to close nominations are usually unnecessary because the nomination process simply continues until no one wants to make further nominations. When the nominations stop, the chair just declares nominations closed.

But before he makes such a declaration, he's obligated to be sure no more nominations are forthcoming. This obligation may be the source of another misunderstanding that many people have about closing nominations: All too often, presiding officers think they must call for nominations three times before declaring nominations closed. To set the record straight, no such rule exists, but the practice isn't completely unreasonable because it establishes a good way to make sure that no further nominations are forthcoming.

Still, some presiding officers think there's some magic to uttering the call three times, and in their partisan haste to shut down nominations for political reasons, they babble out the phrase three times and declare nominations closed all in one breath. When you hear that happening, you can be sure that the presiding officer either doesn't know the rules or is using his position to thwart the nomination process.

According to Robert's Rules, a motion to close nominations is out of order as long as any member is attempting to make a nomination.