



ANNUAL BOARD OF DIRECTORS MEETING

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207
November 22, 2024
10:00 AM

BOARD OF DIRECTORS: Leslie Cantu (Chair), Anthony Magaro, Yousef Kassim, Ana DeHoyos O'Connor, Mary Batch, Chris Corso, Esmeralda Perez, Jennifer Lange, Lowell Keig, Jim Robertson, Lisa Navarro Gonzales, Elizabeth Lutz, Charles Camarillo, Josh Schneuker, Kelli Rhodes, Dawn Dixon, Yvonne Addison, Eunice Grant, Angelique De Oliveira, Tasha Schmidt, Sammi Morrill, JR Tevino

STAFF: Adrian Lopez, Rebecca Espino Balencia, Ricardo Ramirez; Teresa Chavez, James Keith, Geroge Mazariegos, Kristen Rodriguez, Brandee Perez, Avis Burrow, Victoria Rodriguez, Vanessa Garcia, Gabriela Navarro Garcia, Jessica Villarreal and Chuck Agwuegbo, Eric Vryn, Kimberly Villarreal, Maria Martinez, Gilbert Monk

PARTNER STAFF: NONE

LEGAL COUNSEL: Frank Burney

GUESTS: Brenda Garcia, Stefanie Moore, Gabriela Horbach

AMENDED 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 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 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.

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 Teresa Chavez at (210 452-9405 so that appropriate arrangements can be made. Relay Texas: 1-800- 735-2969 (TDD) or 711 (Voice).

I. CALL TO ORDER

Presenter: Leslie Cantu, Committee Chair

At 10:07AM, Chair Leslie Cantu called meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Leslie Cantu, Committee Chair

Roll call was called, and quorum was declared present.

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Leslie Cantu, Committee Chair

NONE

IV. PUBLIC COMMENT

Presenter: Leslie Cantu, Committee Chair

NONE

V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)

pg.12

Presenter: Leslie Cantu, Committee Chair

Upon motion by Mary Batch and second by Anthony Magaro, the Board unanimously approved the Consent Agenda (with Lowell Keig abstaining):

- a. Board of Directors Meeting Minutes – September 20, 2024
- b. Texas A&M University Presentation
- c. Local Plan
- d. Child Care Quality Areas of Focus for 2025
- e. Child Care Rural Visits Calendar
- f. Success Stories
- g. In- Person Youth Success Story
- h. Student Outcomes Data Report
- i. TX FAME Announcement
- j. Bandera Lease
- k. Hondo Lease
- l. Pleasanton Lease
- m. O'Connor
- n. Port SA
- o. Mobile Unit
- p. WSA 2025 Local Plan Development Update
- q. TX FAME
- r. Department of Labor
- s. Update on Services Provided by County
- t. TX FAME

- u. SEAL NDEAM
- v. Workforce One
- w. A Closer Look: WIOA Youth Program
- x. Ready to Work Update
- y. Client Expenditure Analysis
- z. County by County Expenditure Analysis

VI. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) **pg.97**

Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair

- a. Child Care Services 11 Policy Update
- b. Childcare Performance Briefing
- c. Texas Rising Star Assessment Update

Chair Ana DeHoyos O'Connor informed the Board on the need to amend a Childcare regulation addressing priority of children in rural Counties. Also reported (unofficially) on WSA's YTD average for childcare performance is 103%. As to Texas Rising Star Centers, WSA reports that it has 279 certified centers (171 4-star), 100 more than last year. Several Board members congratulated the staff on its successes in childcare and Ana DeHoyos O'Connor.

Upon motion by Anthony Magaro and second by Jim Robertson, the amendment to CCS11, C8 was unanimously approved by the Board (addressing children in rural counties receiving discretionary funded childcare scholarships).

VII. YOUTH COMMITTEE REPORT(DISCUSSION AND POSSIBLE ACTION) **pg.106**

Presenter: Anthony Magaro, Youth Committee Chair

- a. Youth Program Briefing and Performance
- b. Career Exploration

Chair Anthony Magaro noted that YES (Youth Employment Services) has had great success, with large outreach (over 7,000 services). Jobs Y'all Showcase and SA Construction Career and Trades Day (1400 students attended) were a great success as well. He highlighted Palo Alto campus for working with the Youth Services.

VIII. STRATEGIC COMMITTEE MEETING (DISCUSSION AND POSSIBLE ACTION) **pg.114**

Presenter: Eric Cooper, Strategic Committee Chair

- a. Local Plan

In the absence of Chair Eric Cooper, CEO Adrian Lopez provided an update on his outreach to all 13 counties in WSA area to hear comments on the Local Plan. He also mentioned the inclusion of a new Statewide Action Plan covering a 4-year period. Key issue is always Target Industries with three specific goals: Texas Talent Experts; Service Optimizers; and Partnership Managers. Over 100 businesses and 91 partners have been contacted for input to the Plan. Plan will be legally posted for requisite period. Plan will go to Board in February/March 2025, then to C of 6, and finally to State.

IX. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) **pg.127**

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Quality Assurance Update – TWC Monitoring

- b. TWC Performance – Upcoming Target Changes
- c. Risk Analysis
- d. Ready to Work

Dr. Sammi Morrill and Ricardo Ramirez reported on positive report on TWC monitoring with minor compliance issues (two PII potential violations and revise schedule for records retention) and zero disallowed costs. TWC also recertified WSA’s monitoring procedures.

Staff will prioritize new measures for evaluating programs performance. External monitor also identified some areas that need additional work but overall strong compliance in NCP, TANF, Youth Services, and RTW. Quality Assurance is meeting with vendors/contractors to address areas of concern, with focus of PII and Priority of Service.

Mr. Eric Vryn reported on his risk analysis of RTW program, focusing on Program Performance, Operational Infrastructure, and Resource Allocation. He has been requested to expand his analysis to other program performance at WSA.

CEO Adrian Lopez informed the Board of recent discussions by COSA soliciting additional vendors for RTW. WSA has shared the risk analysis of RTW with COSA RTW personnel. Dr, Sammi Morrill congratulated WSA staff on working on programs but also prioritizing monitoring.

X. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) pg.147

Presenter: Mary Batch, Audit & Finance Committee Chair

- a. Teacher Externship
- b. Legal Consulting Services
- c. HR Consulting Services
- d. New Facility Lease- Bandera
- e. New Facility Lease- Hondo
- f. New Facility Lease- Pleasanton
- g. Financials

Kristen Rodriguez provided a review of RFPs for teacher externships, legal, and HR Consulting, and facility leases. CEO Adrian Lopez provided a review of financials with most programs meeting target objectives and grants from Toyota and Area Foundations.

Upon motion by Anthony Magaro and second by Jim Robertson, the Committee unanimously approved a contract with ATEAMS for 1 year, with 4, 1-year options at a cost of \$162,251 annually (Lowell Keig abstaining).

Upon motion by JR Trevino and second by Ana Dehoyos O’Connor, the Committee unanimously approved a legal contract with Martin & Drought for an initial term of 1 year, with 5, 1-year options at an annual cost of \$103,200. (Lowell Keig abstaining).

Upon motion by Anthony Magaro and second by Lisa Navarro Gonzales, the Committee unanimously approved a HR contract with Caldwell Clark law firm for one year with 5, 1-year renewals at an annual cost of \$53,712. (Lowell Keig abstaining).

Upon motion by Anthony Magaro and second by Yousef Kassim, the lease for Bandera facility (803 Buck Creek) for initial term of 5 years with 2, 5-year options was unanimously approved at annual rent of \$28,800. (Lowell Keig abstaining).

Upon motion by Anthony Magaro and second by Jim Robertson, the lease for Hondo facility (402 Carter) for an initial term of 3 years with 3, 3-year options was unanimously approved at annual rent of \$31,725. (Lowell Keig abstaining).

Upon motion by Anthony Magaro and second by Ana DeHoyos O'Connor, the lease for Pleasanton facility (1411 Bensdale Road) for an initial term of 3 years, with 2, 3-year options was unanimously approved at annual rent of \$30,044. (Lowell Keig abstaining).

Note: term is for two (2), three (3) year options, not 3, 3-year options.

XI. NOMINATIONS COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) pg.172

Presenter: Anthony Magaro, Nominations Committee Chair

a. Nomination Slate of Officers for 2025 (Chair, Vice Chair, and Secretary)

Chair Anthony Magaro reported on the elections for Officers of WSA for CY2025.

(i) Chair: Only one nominee—Leslie Cantu, who was elected by acclamation upon motion by Chris Corso and seconded by Mary Batch.

(ii) Vice-Chair: Three nominees—Mary Batch, Yousef Kassim, and Jim Robertson. Vote Totals: Mary Batch--9 ;Yousef Kassim--8 ; Jim Robertson. Yousef Kassim moved and second by Lisa Navarro Gonzales that Mary Batch be elected by acclamation, which unanimously passed.

(iii) Secretary: two nominees—J. R. Trevino and Yvonne Addison. Jim Robertson was nominated from the floor for the position of Secretary by Lowell Keig. Vote Total: JR Trevino-- 9 ; Yvonne Addison—8. Lowell Keig moved and second by Mary Batch that JR Trevino be elected by acclamation , which unanimously passed.

XII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION) pg.189

Presenter: Adrian Lopez, CEO

- a. Media Report- Presenter: James Keith, Director of Public & Government Relations
- b. Recap Meeting with Senator Jose Menendez
- c. New Organizational Chart
- d. TX FAME MOU
- e. Red, White & You Event
- f. Children at Risk
- g. CPS Grills Giving Event
- h. United Way Campaign

Mr. James Keith reported on success of media/PR outreach with google ads and digital billboards and specialized events/programs.

CEO Adrian Lopez reported on meeting with Senator Menendez and a new Org Chart (New Assistant Director of Workforce Services, and several staff changes—Adrian Perez resigned and promotion of Ms. Maria Martinez to Interim HR Director, Gregory Villines to Interim Director of Analytics, Becky Alvarado to Interim HR Specialist.

CEO Adrian Lopez briefed the Board on a MOU with Texas FAME Alamo Chapter for a two-year term. Upon motion by Lowell Keig and second by Ana Dehoyos O'Connor, the FAME Agreement was unanimously approved.

XIII. CHAIR REPORT

Presenter: Leslie Cantu, Committee Chair

- a. Discussion and Possible Action on CEO, Adrian Lopez Employment Agreement & Evaluation

Chair Leslie Cantu recommended to the Board revisions to CEO Adrian Lopez's contract from Non-Federal funds:

- Salary increase from \$198,522 to \$208,500
- One-time bonus of \$20,000
- Car allowance increase from \$300 to \$500 per month
- Extension of Mr. Adrian Lopez contract for one (1) additional year through 9/30/28.

Upon motion by Anthony Magaro and second by Yousef Kassim, the motion was unanimously approved by the Board. No extensions.

XIV. NEXT MEETING: TBD, 2025

XV. 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.

The Board adjourned into Executive Session at 12:12 p.m. and returned to Open Session at 12:30 p.m. No action was taken.

XVI. ADJOURNMENT

Presenter: Leslie Cantu, Committee Chair

There being no further business, a motion was made by Yousef Kassim and second by Mary Batch that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 12:33 p.m.

Enclosures

- Certificate of Executive Session

CERTIFIED AGENDA OF CLOSED MEETING

Workforce Solutions Alamo

I, Leslie Cantu, THE PRESIDING OFFICER OF WORKFORCE SOLUTIONS ALAMO, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE BOARD CONDUCTED ON NOVEMBER 22, 2024.

1. The Executive Session began with the following announcement by the presiding officer: **“The Workforce Solutions Alamo Board is now in Executive Session on November 22, 2024 at 12:12 P.M. pursuant to exceptions under Government Code 551.”.**
2. SUBJECT MATTER OF EACH DELIBERATION:
 - 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.**
3. No action was taken.
4. The Executive Session ended with the following announcement by the presiding officer: **“This Executive Session ended on November 22, 2024 at 12:30 P.M.”**

DocuSigned by:



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Leslie Cantu, Chair