



## **STRATEGIC COMMITTEE MEETING - MINUTES**

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

**March 22, 2024**

**9:30 AM**

**BOARD OF DIRECTORS:** Eric Cooper (Chair), Leslie Cantu, Anthony Magaro, Lowell Keig (9:58am), Jim Robertson, Angelique De Oliveira, Josh Schneuker, Mitchell Shane Denn (9:57am)

**STAFF:** Adrian Lopez, Adrian Perez, Christine Dever, Chuck Agwuegbo, Dr. Ricardo Ramirez, Jeremy Taub, Kristen Rodriguez, Rebecca Espino Balencia, Teresa Chavez, Vanessa McHaney, Victoria Rodriguez, Roberto Corral, Brenda Garcia, Jason Rodriguez, Alfred Salazar, Sandra Rodriguez, Trema Cote

**PARTNER STAFF:** Mike Ramsey

**LEGAL COUNSEL:** None

**GUESTS:** Braden Reed with Coastal Bend College

### **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 Caroline Goddard at (210) 322-6296.

***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 Caroline Goddard, (210) 322-6296.

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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: Eric Cooper, Committee Chair

**At 9:30am, Chair Eric Cooper called the meeting to order.**

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Eric Cooper, Committee Chair

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

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Eric Cooper, Committee Chair

**None.**

IV. PUBLIC COMMENT

Presenter: Eric Cooper, Committee Chair

**None.**

V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Committee Chair

a. Meeting Minutes – February 2, 2024

**Upon motion by Angelique De Oliveira and seconded by Leslie Cantu, the Committee unanimously approved the Consent Agenda item a. Meeting Minutes – February 2, 2024.**

VI. COASTAL BEND COLLEGE PARTNER UPDATE

Presenter: Braden Reed, Director of Workforce Development and Continuing Education, Coastal Bend College

- One of the Coastal Bend College locations is in Pleasanton, which is in the WSA region. Coastal Bend College's partnership with WSA consists of supporting students and community members holistically and providing a hand-off for key services.
- The programs and services offered are 50+ CE courses offered through ETPL, 200+ CE courses offered online and/or in-person at CBC locations, customized

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training for employers, and the ability to develop fast-track training opportunities.

- CBC has benefited from the Workforce Academy in the ability to better support their community/students, identify ways to continue working together, and understand the bigger picture of Workforce Solutions Alamo.

## VII. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jeremy Taub, Director of Procurement and Contracts

### a. Procurement Diversity Update (SMWVBE)

- Current SMWVBE expenditures are at 22.53%, which is an increase of 3.37% from the last report. WSA has issued payments to approximately 134 vendors for the purchase of goods and services with 13 identifying as HUB.
- To date, the total corporate expenditures are \$2,337,123 and of that \$526,440.25 went to SMWVBE.
- Total childcare providers for the City of San Antonio are 642, and 246 of those are SMWVBE. Total payments made are \$32,651,797.21, and \$12,615,059.24 went to SMWVBE.
- Anthony Magaro asked what is being done to help capture the vendors with no designation. Jeremy Taub answered that a survey is sent out to the vendors periodically to remind them to update their information, they participate at events that promote small business opportunities, and they post all bids online on the state vendor registry system to include invitations to submit. Anthony Magaro also asked if there is a way to require vendors to provide a designation. Jeremy Taub responded that it is encouraged, but not required. CEO Adrian Lopez added that this is not a full-fledged program and that WSA was asked by their board to create a policy with aspirational goals associated with classification of SMWVBE. He added that he is seeking attorney guidance in how WSA is abiding by or not in compliance with what the recent state legislature passed regarding DEI programs.

### b. Facility Updates

#### i. Port SA

- The tentative opening is May 2024, and the grand opening is to be determined. Construction remains on schedule and is at 90% completion. The lighting, flooring, and HVAC have been installed. Items that need to be completed are the final trim, office doors and glass, ceiling covers, paint touch-ups and millwork. The monthly rent is \$28,365 with 2.5% annual escalation and the initial term is 120 months.
- Jim Robertson asked what the square footage is. Jeremy Taub responded that it is 17,500. He also asked if that was a good amount for the price that is being paid. CEO Adrian Lopez responded that it is and WSA was provided about \$1.6 million in tenant improvements.

#### ii. Bandera Relocation

- A new facility search is in progress for the Bandera Workforce Center. The process included performing market research, coordinating with the broker, site visits, and technical and cost-analysis. The tentative opening

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is in May 2024. The estimated rent is \$1,800 - \$2,100 per month with a 5% annual escalation. The initial term will be 3-5 years with renewal options.

- CEO Adrian Lopez stated that a recommendation is not ready to be made to the board yet and that they are still considering other options, especially the ones made by Judge Evans.

iii. Mobile Unit

- The tentative delivery is August 2024. Construction remains on schedule and is at 30% completion. Currently working on outfitting the mobile unit to include internet, event schedule, furniture, fixtures, equipment, selecting interior design and paint finishes, and finalizing the floorplan.
- In anticipation of the projected delivery, WSA is coordinating with appropriate board staff, contractors, and its partners for a smooth transition. During planning, discussions for the utilization of the mobile unit have been for IT connectivity, events and schedule, program orientations, enrollment events, family resources, facilitating the youth model, career exploration events, and early childhood professionals TECPDS and trainings.
- Jim Robertson stated he has a few events where he would like the mobile unit to be at. Chair Eric Cooper stated he would like to assist in mobile strategies and calendaring it to accommodate everyone's needs. Anthony Magaro had a question about the driver. COO Teresa Chavez answered that C2 will be the contractor that is going to handle the driver. Angelique De Oliveira asked the staff to be cognizant of the cost of taking the mobile unit to places where a table and two staff members would suffice.
- Angelique De Oliveira asked if there is a projected mission impact outcome for the mobile unit and the Port San Antonio location in terms of people served, placed in employment, or enrolled in training. CEO Adrian Lopez responded that the VOS greeter will track how many people go to the center or to the bus.

## VIII. LOCAL PLAN PROGRESS UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Perez, CIO

a. Sector-Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update

Presenters: Rebecca Espino Balencia, Interim Director of Workforce Services & Caroline Goddard, Strategic Community Partnerships Manager

- CIO Adrian Perez commented on the three pillars of service that make up the sector-based strategies and how the industry scorecards and different sectors show the progress being made in terms of the local plan. He also touched on the business services unit and how they provide job orders and stage hiring events.
- Letters of support have been provided to MAPS which encourages STEM experiences for students and educators, Teaching Strategies which focuses on elevating and helping educators connect to resources, and Together4Children which helps with staff retention strategies. An MOU has been signed with

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Coastal Bend College to collaborate on CTE programs. The Workforce Academy has 350 graduates which has helped partners in the region understand what WSA's services consist of. The third round of Community Conversations has been completed and WSA is now in the phase of developing workforce councils for each county to ensure each county is being served as it needs to be served.

- In the Ready to Work program, 411 participants have completed training, and WSA has seven participants that have graduated in the vocational nurses' program from University of Allied Health. Some deficits have been identified in the technical review with the City of San Antonio and they are being monitored. SYNC is not giving the same reports as the previous platform, but the city is working on that.

## IX. CEO REPORT

Presenter: Adrian Lopez, CEO

### a. WIN Texas Q2 Meeting – May 2 & 3, 2024

- The Workforce Innovation Network is a collection of the 28 workforce boards in Texas that will have their quarter two meeting in San Antonio. WSA will also host the TWC Chairman and two Commissioners. State Representative John Lujan and State Senator Jose Menendez will be speaking at the luncheon on May 2. A dinner and reception will also be held on May 2 and is an opportunity for the board to meet other CEOs and their board members.

### b. Partnership with Capital Area and Rural Capital Area Workforce Boards

- Austin and San Antonio are in the works of creating a mega region and there are several efforts on the economic development side to ensure the promotion of the mega region as opposed to individual communities. WSA, Capital Area, and Rural Capital Area are working on a DOL grant together focusing on construction and advanced manufacturing.

### c. Constituting of Texas Association of Workforce Boards

- TAWB represented the 28 workforce boards in Texas which could lobby and be advocates for them. TAWB has been dysfunctional and WSA decided to part ways with them two years ago. This past year, approximately 15 or 16 additional workforce boards parted ways with them, which in turn created WIN Texas. TAWB has then come back to try and restructure the organization and revise their bylaws. CEO Adrian Lopez has joined a committee to assist in revising the bylaws.

### d. Alamo Workforce Consortium

- The Alamo Workforce Consortium was created to be responsive to the Ready to Work initiative. This consortium will discuss other funding opportunities, sustaining the work, and other topics of concern.

## X. CHAIR REPORT

Presenter: Eric Cooper, Committee Chair

- Chair Eric Cooper will be the Grand Marshal for the Battle of the Flowers parade on April 26.

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XI. 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.

**None.**

XII. ADJOURNMENT

Presenter: Eric Cooper, Committee Chair

**Chair Eric Cooper adjourned the meeting at 10:29am.**