



EXECUTIVE COMMITTEE MEETING

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

July 12, 2024

10:00 AM

Board of Directors: Leslie Cantu (Chair), Yousef Kassim, Anthony Magaro, Eric Cooper, Ana DeHoyos O'Connor, Dr. Sammi Morrill

Partners: Mike Ramsey

Contractors: Chakib Chehadi, Gabriela Horbach, Ramsey Olivarez, Manuel Ugues

WSA Counsel: Frank Burney

WSA Staff: Adrian Lopez, Teresa Chavez, Eric Vryn, Angela Bush, Gabriela Navarro Garcia, Victoria Rodriguez, James Keith, Chuck Agwuegbo, Kristen Rodriguez, Rebecca Espino Balencia, Dr. Ricardo Ramirez, Gilbert Monk, Kimberly Villarreal, Alfred Salazar Jr., Jessica Lockhart, Jennifer Ledford, Trema Cote, Abigail Garcia, Erica Spencer

Guests: Roberto Corral, Stephanie Gutierrez, Mike Wilson

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 this 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 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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I. CALL TO ORDER

Presenter: Leslie Cantu, Committee Chair

At 10 a.m., Chair Leslie Cantu called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Leslie Cantu, Committee Chair

The roll was called, and a 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)

Presenter: Leslie Cantu, Committee Chair

a. Meeting Minutes – June 7, 2024

b. Director's Office | Department of Human Services, City of San Antonio

c. Identifying Measurable Activities That Steer Results to Established Goals

d. Producing Effective Monitoring of Metrics

e. Discuss Launch of the Youth Model and Events Targeted for all Elements

f. Enhancement of the Practitioner Perspective

g. Rural & Urban Youth Success Stories

h. Quality Assurance Update

i. Monitoring Outcomes and Technical Assistance

j. TWC Performance Recap

k. Procurement, Information Technology, and Ready to Work

- l. CEO Report
- m. Contract Renewal M & O Adult Program Services
- n. Contract Renewal M & O Youth Program Services
- o. Financials
- p. Ready to Work Analysis and Update
- q. Childcare Performance Briefing
- r. Childcare Services: In Care/Waitlist
- s. Childcare Rural Visits Calendar

Upon motion by Director Eric Cooper and seconded by Director Ana DeHoyos O'Connor, the Committee unanimously approved the Consent Agenda.

VI. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Anthony Magaro, Youth Committee Chair

- a. Youth Program Briefing and Performance
- b. Career Exploration Youth Events
- c. ACE Race 2025

Chair Anthony Magaro and Director of Workforce Services, Victoria Rodriguez, provided the Youth Committee Report. Performance measures exceeded target with one exception that is just under 90% rating. She reviewed youth contracting training, Texas Interns Unite!, and the ACE Race 2025.

VII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Performance, Programs, and Operational Updates

Victoria Rodriguez, Director of Workforce Services, reported on the SEAL program with 336 enrolled, eighteen employers with participants, and 173 job matches. She also reported on the Metrix Learning program with 292 enrollments; RESEA program was recognized by TWC with 95.5% participation (70% goal) and five languages used in program and likely incentives/bonuses; and Quality Assurance monitoring.

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

Presenter: Mary Batch, Audit & Finance Committee Chair

- a. Contract Renewal Childcare Management Services
- b. Childcare Quality Request for Proposal – Approval for Recommendation for a one-year term with the option for four one-year renewals
- c. CFO Consulting Contract Amendment
- d. IT Cloud Phone Migration & Implementation Services Request for Proposal
- e. FY25 Budget Approval

Procurement & Contracts Specialist, Kristen Rodriguez, reported on the following contract renewals:

- (i) **Child Care Management Service with COSA for the next fiscal year for \$89.8M. Upon motion by Director Eric Cooper and second by Director Yousef Kassim , the contract with COSA for Child Care Management Services was unanimously recommended for approval to the Board;**
- (ii) **CFO Consulting Contract Amendment for additional \$90,000 through Oct. 31, 2024, while a search for CFO continues. Upon motion by Director Eric Cooper and second by Director Yousef Kassim, the Contract Amendment was unanimously recommended for approval to the Board;**
- (iii) **Cloud Phone Migration and Implementation RFP was reviewed with a recommendation to contract with Barcom Technology for \$742,896 for a three (3) year term with two (2) one (1) year options. Upon motion by Director DeHoyos Ana O'Connor and second by Director Yousef Kassim, the contract was unanimously recommended for approval to the Board;**
- (iv) **Gabiela Navarro Garcia, Controller, reviewed the proposed FY25 Budget totaling \$181,987,860 which includes personnel costs increasing by eight percent (three percent COLA, two percent maximum merit, and three percent performance incentive pay), increases to temporary services, and a reduction in facilities costs related to completed finish-out at facilities. Service Delivery budgeted for a decrease of eight percent is expected to increase due to future TWC funding. Eighty-two percent of funding will be allocated to urban area projects and the balance to rural projects, thereby meeting the Committee of Six's fair and equitable resource allocation. Director Ana DeHoyos O'Connor asked about rural-urban allocations, and Director Anthony Magaro asked whether population of all counties was part of the algorithm (CEO Lopez responded that the formula did include the breakdown by *eligible persons* in all counties). Upon motion by Director Eric Cooper and second by Director Yousef Kassim, the Committee unanimously recommended approval of the FY25 budget to the Board;**
- (v) **Child Care Quality RFP recommendation (6 proposals) was presented to the Committee for a one (1) year contract with four (4) one (1) year annual renewals in annual amount of \$4M to City of San Antonio (COSA). Upon motion by Director Eric Cooper and second by Yousef Kassim, the Committee unanimously recommended approval to the Board to award the contract to COSA to provide child care quality services.**

IX. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

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

- a. Texas Rising Star Assessment Update
- b. Alamo Quality Centers
- c. Alamo CCS Provider Type and Capacity
- d. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
- e. Childcare Policies

Chair Ana DeHoyos O'Connor reported on the Rising Star program and the new TWC regulations. Revisions to Child Care Policies were reviewed to reflect rescission of policies no longer required by TWC (Chapter 809).

Upon motion by Director Eric Cooper and seconded by Director Yousef Kassim, the Committee unanimously recommended approval to the Board of the policy revisions.

Chair Leslie Cantu and Mr. Mike Ramsey commented on a recent meeting of Task Force on child care and Ready to Work.

X. STRATEGIC COMMITTEE REPORT – (MEETING WAS POSTPONED TILL AUGUST 30, 2024)

Chair Eric Cooper reviewed the previous meeting with updates to policies, procedures, and new challenges facing workforce issues. He also reported on a presentation by Chief Executive Officer, Adrian Lopez, at the Food Bank Board Retreat highlighting the success of all non-profits working together on workforce issues and raising wages.

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. Implications to House Resolution 6655
- b. Department of Labor Grant Application
- c. Child Care Apprenticeship Grant

Adrian Lopez, Chief Executive Officer, reported on monitoring of HR 6655 and its Senate counterpart.

Legislation may include “redesignation” of workforce areas across USA and reduced funding. The Committee of Six will be briefed on these legislative developments.

Mr. Lopez also discussed a DOL grant application in the amount of \$2,000,000 for an Infrastructure Academy, a Child Care Registered Apprenticeship Program grant for \$300,000 and a grant award of \$100,000 from Texas Mutual Insurance to go towards making quality investments.

XII. CHAIR REPORT

Presenter: Leslie Cantu, Committee Chair

- a. BOD Attendance and Demographics
- No report was given.**

XIII. NEXT MEETING: September 13, 2024

XIV. 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.

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Executive Committee went into Executive Session at 11:21am to discuss legal issues regarding competitive bidding. The Executive Session adjourned at 11:38am. No action was taken.

XV. ADJOURNMENT

Presenter: Leslie Cantu, Committee Chair

There being no further business, a motion was made by Committee Chair Leslie Cantu and seconded by Director Eric Cooper that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 11:41 a.m.