



BOARD OF DIRECTORS MEETING

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207
July 19, 2024
10:00 AM

Board of Directors: Leslie Cantu (Chair), Mary Batch (Vice Chair), Yousef Kassim, Esmeralda Perez, Anthony Magaro, Jerry Graeber, Lowell Keig, Lisa Navarro Gonzales, Eric Cooper, Elizabeth Lutz, Ana DeHoyos O'Connor, Charles Camarillo, Dr. Sammi Morrill, Kelli Rhodes, Allison Greer Francis, JR Trevino, Yvonne Addison

Partners: Mike Ramsey

Contractors: Brenda Garcia, Jason Rodriguez, Manuel Ugues, Ramsey Olivarez, Roberto Corral, Sylvia Perez

WSA Counsel: Frank Burney

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

Guests: Gabriela Horbach, Stefanie Moore, Mike Wilson

AGENDA

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

Citizens may appear before the Board of Directors 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 Erica Spencer at (210) 272-3250.

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I. CALL TO ORDER

Presenter: Leslie Cantu, Committee Chair

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Leslie Cantu, Committee Chair

At 10:02 am, Chair Leslie Cantu called the meeting to order. The roll was called, and a quorum was not present. After a Quorum Call, a quorum was established at 10:35am.

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

Upon motion by Director Anthony Magaro and seconded by Director Ana DeHoyos O'Connor, the Board unanimously approved the Consent Agenda. Director Lowell Keig abstained from procurement items:

- a. Board of Directors Meeting Minutes – June 21, 2024 (Memo & PPT) Pg. 4
- b. Director’s Office | Department of Human Services, City of San Antonio (PPT)
- c. Identifying Measurable Activities That Steer Results to Established Goals (Memo & PPT)..... Pg.17
- d. Producing Effective Monitoring of Metrics (Memo & PPT) Pg.17
- e. Discuss Launch of the Youth Model and Events Targeted for all Elements (Memo & PPT)... Pg.17
- f. Enhancement of the Practitioner Perspective (Memo & PPT)..... Pg.17
- g. Rural & Urban Youth Success Stories (PPT)
- h. Quality Assurance Update (Memo & PT)Pg.20
- i. Monitoring Outcomes and Technical Assistance (Memo & PT).....Pg.24
- j. TWC Performance Recap (Memo & PPT)Pg.27
- k. Procurement, Information Technology, and Ready to Work (Memo & PPT).....Pg.30
- l. CEO Report (PPT)
- m. Contract Renewal M & O Adult Program Services (Memo & PPT).....Pg. 33
- n. Contract Renewal M & O Youth Program Services (Memo & PPT).....Pg. 37
- o. Financials (Memo & PPT).....Pg. 41
- p. Ready to Work Analysis and Update (Memo & PPT).....Pg.44
- q. Childcare Performance Briefing (Memo & PPT).....Pg.46
- r. Childcare Services: In Care/Waitlist (Memo & PPT).....Pg.46

s. Childcare Rural Visits Calendar (Memo & PPT).....Pg.46

VI. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Anthony Magaro, Youth Committee Chair

a. Youth Program Briefing and Performance (Memo & PPT).....Pg.52

b. Career Exploration Youth Events (Memo & PPT).....Pg.55

c. ACE Race 2025 (Memo & PPT).....Pg.58

Chair Anthony Magaro and Victoria Rodriguez, Director of Workforce Services, provided the Youth Model Report; Performance measures exceeded target with one exception that is just under 90% rating; Texas Interns project; “Jobs Y’all Healthcare for Me” Symposium; and ACE Race project.

VII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

a. Performance, Programs, and Operational Updates (Memo & PPT).....Pg.60

Director of Workforce Services, Victoria Rodriguez, reported on the SEAL program with 336 enrolled, eighteen employers with participants, and 173 job matches. She also reported on Student Navigators; Metrix Learning program with 292 enrollments (full: Director Keig asked what is demand); RESEA program was recognized by TWC with 95.5% participation (70% goal) and 5 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 (Memo & PPT).....Pg.63

b. Childcare Quality Request for Proposal – Approval for Recommendation for a one-year term with the option for four one-year renewals (Memo & PPT).....Pg.67

c. CFO Consulting Contract Amendment (Memo & PPT).....Pg.71

d. IT Cloud Phone Migration & Implementation Services Request for Proposal (Memo & PPT).....Pg.75

e. FY25 Budget Approval (Memo & PPT).....Pg.83

Procurement & Contracts Specialist, Kristen Rodriguez, and other staff reported on contract renewals:

(i) **Child Care Management Service with COSA for the FY25 for \$89.8M.**

Upon motion by Director Eric Cooper and seconded by Director Anthony Magaro, the contract with COSA for Child Care Management Services was unanimously approved (Director Lowell Keig abstaining);

(ii) **CFO Consulting Contract Amendment for additional \$90,000 through Oct. 31, 2024, while a search for CFO continues.**

Upon motion by Director Dr. Sammi Morrill and seconded by Director Lisa Navarro Gonzales, the Contract Amendment was unanimously approved by the Board (Director Lowell Keig abstaining);

(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 Lisa Navarro Gonzales and seconded by Director Allison Greer Francis, the contract was unanimously approved by the Board (Director Lowell Keig abstaining);

- (iv) **FY25 Budget: Controller Gabriela Navarro Garcia and CEO Adrian Lopez reviewed the Performance Accomplishments: 63,000 visitors; 9,000 registered job seekers; superior childcare performance; and (Ready to Work: (3577 in training and 992 completed). They also presented FY 25 Budget of \$181,987,860, with personnel costs increasing by 8% (includes COLA, merit, and incentive pays), increases to temporary services, and a reduction in facilities costs related to completed finish-out at facilities. Service Delivery initially is budgeted for a decrease of 8% but will 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 C of 6 fair and equitable resource allocation.**

Upon motion by Director Eric Cooper and seconded by Director Ana De Hoyos O'Connor, the Board unanimously approved the FY25 budget;

- (v) **Child Care Quality RFP recommendation (6 proposals) was presented to the Board for a one (1) year contract with four (4) one (1) year annual renewals to City of San Antonio (COSA) in annual amount of \$4M.**

Upon motion by Director Eric Cooper and seconded by Ana De Hoyos O'Connor, the Board unanimously approved the award of the contract to COSA to provide child care quality services (Director Lowell Keig abstaining).

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 (Memo & PPT).....Pg.95
- b. Alamo Quality Centers (Memo & PPT).....Pg.101
- c. Alamo CCS Provider Type and Capacity (Memo & PPT).....Pg.101
- d. Entry Level Designation & Efforts Towards Increasing and Accessing Quality (Memo & PPT)Pg.101
- e. Childcare Policies (Memo & PPT).....Pg.109

Jessica Villarreal, Child Care Director, reported on Rising Star program, listing of type and number of centers, and 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 Mary Batch and seconded by Director Eric Cooper, the Board unanimously approved the policy revisions.

**X. STRATEGIC COMMITTEE REPORT – (MEETING WAS POSTPONED TILL AUGUST 30, 2024)
Chair Eric Cooper reviewed the previous committee meeting with procurement updates, facilities, and mobile unit. He also reported on the Local Plan and noted a new Plan will be considered in 2025.**

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. Implications to House Resolution 6655
- b. Department of Labor Grant Application

c. Child Care Apprenticeship Grant (PPT)
CEO Adrian Lopez reported on monitoring of HR 6655 and its Senate counterpart.

Legislation may include “redesignation” of workforce areas across USA and reduced funding. Primary concern is impact on “Youth Services.” The Committee of Six/Area Judges will be briefed on these legislative developments.

Mr. Lopez also discussed a DOL grant application in the amount of \$2,000,000 for Alamo Quality Pathway. He commented on the success of Child Care programs.

He also asked Dr. Morrill to report on the ACCD program and award for training partnership with WSA. Finally, he informed the Board on WSA’s response to a HUB RFP (noting recusal by Chair Leslie Cantu and Vice-Chair Mary Batch).

d. Media, Marketing, and Communications Update (PPT)

i. Wins

ii. Social Media

iii. 2023 Impact Report

Director of Public & Government Relations, James Keith, reported on Facebook/media outreach, frequent column in local papers on WSA programs, and National Intern Day (July 25).

XII. CHAIR REPORT

Presenter: Leslie Cantu, Committee Chair

a. BOD Attendance and Demographics

b. Board Appointment of Place 26 Childcare Representative

Chair Cantu reported on replacement of Child Care Representative Director (Place 27) by Committee of Six.

XIII. NEXT MEETING: September 20, 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.

An Executive Session was not held.

XV. ADJOURNMENT

Presenter: Leslie Cantu, Committee Chair

There being no further business, a motion was made by Director Eric Cooper and seconded by Director Ana DeHoyos O’Connor that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 11:46 a.m.