



## **BOARD OF DIRECTORS MEETING**

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

**August 18, 2023**

**10:00 AM**

### **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 meeting. Questions relating to these rules may be directed to Caroline Goddard at (210) 322-6296.

***The Chair of the Board of Directors 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.**

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).

- I. CALL TO ORDER  
Presenter: Chairwoman Leslie Cantu
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Chairwoman Leslie Cantu
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Chairwoman Leslie Cantu
- IV. PUBLIC COMMENT  
Presenter: Chairwoman Leslie Cantu
- V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Chairwoman Leslie Cantu
  - a. Board of Directors Meeting Minutes – June 23, 2023
  - b. Contract Summary and RFP Updates
  - c. Update on Procurement Process Completion
  - d. Contract Renewal Legal Services
  - e. Contract Award Job Placement and Worksite Monitoring Services (SEAL FY24)
  - f. Policy for Board-Provided Meals
  - g. Policy for Internal Monitoring and Oversight of Cash Substitutes
  - h. Financial Reports
  - i. Early Matters Update
  - j. Child Care Performance Briefing
  - k. TRS Contracted Slots Pilot Briefing
  - l. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
    - i. Pre-K 4 SA
    - ii. United Way
    - iii. Region 20
  - m. Success Stories
  - n. Procurement Diversity Update (SMWVBE)
  - o. Local Plan Update
  - p. Sector Based Model Update
    - i. Sector Based Score Cards
    - ii. Strategic Partnership Manager Update
  - q. Performance, Programs, and Operational Updates
  - r. Quality Assurance Update & TWC Audit Resolution
  - s. Monitoring Outcomes & Technical Assistance
  - t. TWC Performance – Youth Employed/Enrolled
- VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Mary Batch, Audit & Finance Committee Chair
  - a. FY24 Budget

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- b. Contract Update M&O Adult Program Services
- c. Contract Renewal Child Care Management Services
- d. Contract Renewal Child Care Quality Services
- e. Contract Renewal Financial Audit Services
- f. Contract Renewal M&O Youth Program Services

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

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

- a. Entry Level Designation & Efforts Towards Increasing and Accessing Quality

VIII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

- a. Facility Updates
  - i. Port SA Update
  - ii. Walzem/O'Connor Lease

IX. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Employee Policy Handbook Revision
  - i. Employee Incentive Policy
  - ii. Remote Work Policy
- b. Update to Develop an Operational Plan for the Interlocal/Partnership Agreement to Address Rural Judges' Service Delivery Concerns

X. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mike Ramsey, Executive Director Workforce Development Office, City of San Antonio

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. Recognition of WSA Interns
- b. Applications for Funding
- c. Ready to Work Program & Monitoring
- d. Update on Datapoint
  - Presenter: Penny Benavidez, Director of Public and Government Relations
- e. Media, Marketing, and Communications Update
  - Presenter: Penny Benavidez, Director of Public and Government Relations

XII. CHAIR REPORT

Presenter: Chairwoman Leslie Cantu

- a. BOD Attendance and Demographics
- b. Recognition of Staff Presentations

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XIII. NEXT MEETING: October 27, 2023  
Pleasanton Chamber of Commerce  
605 2<sup>nd</sup> Street  
Pleasanton, TX 78064

XIV. EXECUTIVE SESSION:

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board of Directors 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.

XV. ADJOURNMENT

Presenter: Chairwoman Leslie Cantu

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