



## **Workforce Solutions Alamo**

### **BOARD MEETING MINUTES**

100 N. Santa Rosa, Suite 120

San Antonio, TX 78207

**December 4, 2020**

10:00 A.M

**Attendees:** Juan Solis (Chair), Leslie Cantu (Vice Chair), John T. Blaylock (Secretary), Mary Batch, (10:05AM) Eric Cooper, Frank Crowder, Jamie Allen, Yousef Kassim, Carolyn King, Johnette Lee (10:05AM), Elizabeth Lutz, Betty Munoz, Dr. Mark Niederauer, Ben Peavy, Doug Watson, Dawn Vernon, Diana Kenny, Polo Leal, Tammy Trevino, Mitchell Shane Denn, Angelique De Oliveira, Dr. Sammi Morrill, Dr. Burnie Roper, Kelli Rhodes, Lindsay Dennis

**Partners:** Diane Rath, Pooja Tripathi, Ruben Davila

**WSA Counsel:** Frank Burney

**Staff:** Adrian Lopez, Louis Tatum, Linda Martinez, Mark Milton, Dr. Andrea Guerrero-Guajardo, LaVonia Horne-Williams, Elizabeth Eberhardt, Miguel Ugues, Ricardo Ramirez, Roberto Corral, Gabriela Horbach, Vickie Reece, Melissa Sadler-Nitu, Aaron Smith, Chuck Agwuegbo, Jessica Villarreal, Brenda Garcia, Angela Bush, Trema Cote, Michael DeFrees

**Guests:** Daniel Gostylo, WSA Realtor for centers, Rudy Vela

I. Call to Order and Quorum Determination

At 10:01 a.m., Chair Solis called the meeting to order. The roll was called, and a quorum was declared present.

II. Declarations of Conflict of Interest

Presenter: Chair Solis

None

III. Public Comment

Presenter: Chair Solis

None

IV. Consent Agenda:

Presenter: Chair Solis

Upon motion by Director Cantu and second by Dr. Roper, the Board unanimously approved the following:

- a. Special Board Meeting Minutes August 21, 2020
  - b. Child Care Quality (CCQ) RFP Update
  - c. Unemployment Claims and Responses
  - d. Procurement Reports
  - e. Leasing Renovation Update
  - f. Child Care Guidelines
  - g. Quality Assurance
  - h. Monitoring Report
- V. Nominations Committee:  
 Presenter: Carolyn King, Chair  
 Nomination Slate for Chairperson, Vice Chair, and Secretary
- Chair Carolyn King briefed the Board of the nomination process. Chair Solis announced that he could not be nominated for the Chair position considering not being re-appointed to the Board by the Committee of Six.
  - Director Jamie Allen, who served on the Nominations Committee, introduced a letter requesting an explanation from the Committee of Six regarding the lack of the reappoint of Mr. Juan Solis as a WSA Board of Director member. Chair Solis was recommended as part of the Slate of Officers for Chair position but can no longer be a candidate since his term will expire Dec. 31, 2020.
  - The Board offered these comments on the proposed letter:
    - o Director Morrill suggested adding language to the letter that would indicate the increase in grants/programs during the last year. Suggestion was made to attach to the letter a summary of financial programs.
    - o Director Peavy expressed his support for the letter, as did other Directors.
    - o Director Vernon commented that she believes Chair Solis was unfairly blamed for prior failures of WSA.
    - o Ms. Rath was asked what was the reason the Committee of Six didn't reappoint Chair Solis. Ms. Rath explained that she could not speak on behalf of the Committee of Six, but she expressed that this action was not "unprecedented" since a prior Chair had not been reappointed. She stated that C of 6 had confidence in CEO Lopez's performance.
    - o Director Roper asked if any Chair had been asked if he/she would be reappointed if they agreed to not run as Chair.
    - o Director Munoz expressed her support of the letter but also asked for a meeting with C of 6 to hear its response to the Board's questions.
    - o Director Blaylock voiced his opinion that C of 6 does not communicate well on its expectations and voiced his frustration on the failure to reappoint.
    - o Director Lee voiced her support of Director Blaylock's statements and advocated for change of governing structure to allow WSA more independence.
    - o Director Crowder asked why if there were performance issues, and stated that they did not communicate those to WSA. Director King seconded those comments and expressed her confidence in Solis' performance.

- Chair Solis expressed his desire that WSA move forward and not let this issue interfere with the mission of WSA. He expressed his appreciation for Board support. He added that he hopes WSA continues to serve regardless of C of 6 issues.

**Upon motion by Director Allen and second by Director Peavy, the Board directed staff to send letter to C of 6 as discussed with one opposition by Director Mary Batch and one abstention by Dr. Mark Niederauer.**

Nominees for Chair: Due to non-reappointment, Mr. Juan Solis was not able to accept the nomination for Chair. Ben Peavy also declined the nomination for Chair due to current position responsibility. Leslie Cantu was nominated for Chair and upon motion by Director Mitchell Shane Denn Director and 2<sup>nd</sup> by Director Betty Munoz, the Board unanimously elected Ms. Leslie Cantu as Chair.

Nominees for Vice-Chair: Director Jamie Allen. Upon motion by Director Frank Crowder and second by Director Tammye Trevino, Ms. Jamie Allen was unanimously elected as Vice-Chair.

Nominees for Secretary: Frank Crowder. Upon motion by Director John Blaylock and second by Director Mary Batch, Mr. Crowder was unanimously elected as Secretary.

VI. Audit and Finance Committee Report:

Presenter: Mary Batch

- a. Budget Amendment #1
- b. Financial Reports
- c. Audit RFQ

- Mr. Tatum briefed the Board on the proposed Budget Amendment #1. Upon motion by Director Cantu and second by Director Watson, the Budget Amendment was unanimously approved by the Board.
- Mr. Tatum provided financial reports. Ms. Horne-Williams provided update on Audit RFQ.
- CEO Lopez committed to a policy for encouraging local and minority participation in all procurements by the second quarter of 2021.

VII. Child Care Committee Report

Presenter: Doug Watson

- a. TRS Stipend Plan

- Chair Watson reported on the effects of COVID on childcare centers, some of which have been forced to close.

**Upon motion by Director Allen and second by Director Batch, the stipends (\$258,000 to 35 centers) for childcare centers were unanimously ratified by the Board.**

VIII. Human Resources Committee Report:

Presenter: Leslie Cantu

- a. Evaluation of CEO 1<sup>st</sup> Year Performance
- b. PEO Update

- Chair Cantu updated Board on annual evaluation of CEO, which forms will be provided to Board in the next few days. She also provided update on PEO RFQ, which recommendation is expected to be provided to Board at the end of the year at a special Board meeting on 12/28/20.

IX. Strategic Committee:

Presenter: Eric Cooper, Chair

- a. Floresville Center Location/Relocation
- b. Local Plan 2021-2024

- Ms. Horne-Williams briefed the Board on the Floresville center location.
- Dr. Guerrero-Guajardo reported on revised Local Plan and the schedule for public meetings. Local Plan should align with TWC strategic goals. Focus now is on partnerships being created by WSA. Deadline to TWC by March 1, 2021. Director Peavy inquired as to whether meetings could be scheduled with C of 6 to discuss strategic goals.

X. Oversight Committee Report:

Presenter: Dr. Mark Niederauer

- a. Monthly Performance Reports

- Mr. Milton reported on performance measures. WSA is only Board that ranks at top of all TWC areas in all categories. He also reported on CARES Act contracts with COSA and BC (long-term training is a high priority). All centers are open and have measures to prevent the spread of COVID. Finally, he highlighted some of the special grants and projects both in urban and rural areas.
- Director Jamie Allen requested to have a more user-friendly website to post jobs on the Work In Texas and other TWC resources.

XI. CEO Report:

Presenter: Adrian Lopez

CEO Lopez provided an update on highlights of WSA performance. It includes final audit for TWC; new staff (15 new members out of 45, including IT and Child Care Directors); public relations (15 recent media interviews); special events such as job fairs.

XII. Chair Report:

Presenter: Chair Solis

- Chair Solis expressed his appreciation to retiring Directors Lee, Blaylock, and Trevino.

- He also informed the Board of the recommendation of Nominations Committee to waive all attendance requirements for 2020 due to COVID.

**Upon motion by Director Watson and second by Director Allen, the waiver of all Board attendance requirements (due to COVID) for 2020 was unanimously approved by the Board.**

- CEO and Board presented a token of appreciation to Chair Solis for his service to the Board and WSA. CEO also presented plaque awards to Director Johnette Lee, Director John Blaylock and Director Tammye Trevino for their service and support of WSA.

XIII. Next Meeting: Special Board Meeting – December 28, 2020

- a. To Discuss and Possible Action on Child Care Quality Procurement
- b. Auditor RFQ
- c. PEO

XIV. **Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board may recess 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; and**
- d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and**
- e. **Government Code Sections 551.089 – Discussions regarding Security Devices for Audits.**

**The Board adjourned into Executive Session at 12:14 p.m. and returned to Open Session at 12: 24 p.m . No action was taken in Executive Session.**

XV. Adjournment  
Presenter: Chair Solis

**There being no further business, a motion was made by Director Allen and second by Director King that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 12:26 p.m.**

Enclosures

- Certificate of Executive Session

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