



REGULAR BOARD MEETING MINUTES

100 N. Santa Rosa St. Suite 120
San Antonio, Texas 78207
June 10 2022
10:00AM

WSA Board Of Directors Attendees: Leslie Cantu (Chair), (in-person); Mary Batch, (10:05am); Frank Crowder, Ben Peavy, Diana Kenny, Kelli Rhodes, Dawn Dixon, Angelique De Oliveira, (10:35am); Dr. Sammi Morrill, Tony Magaro, Betty Munoz, Lisa Navarro Gonzales, Ana DeHoyos O'Connor, Eric Cooper, (in person); Lowell Keig (in-person); Yousef Kassim, Elizabeth Lutz, Mitchell Shane Denn,

Partners: Mike Ramsey, virtual; Jordana Matthews and Michael Blair- in-person

WSA Legal Counsel: Jon Lowe, in person representing Frank Burney

WSA Board Staff: Adrian Lopez, Linda Martinez, Angela Bush, Dr. Andrea Guerrero-Guajardo, Jessica Villarreal, Roberto Corral, Dr. Federico Ghirimoldi, Gabriela Horbach, Manuel Ugues, Brenda Garcia, Dr. Ricardo Ramirez, Chuck Agwuegbo, Jeremy Taub, Trema Cote, Jeremy Taub, Chakib Chehadi

Guests: Mark Larson, Early Matters; Nadia Mavrakis, Culturingua, CEO

AGENDA

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

Citizens may appear before the Board 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 Linda Martinez at (210) 581-1093.

To protect the health of the public and limit the potential spread of COVID 19, WSA will hold this meeting via a hybrid of videoconferencing and in-person. The Chair of the Committee will be at the Host Location. The Host location is specified on the posted Agenda. 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 Linda G. Martinez, (210) 272-3250.

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During the Public Comments portion of the meeting (Agenda Item 3), 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 AND QUORUM DETERMINATION

Presenter: Chairwoman Leslie Cantu

At 10:00 a.m., Chair Cantu called the meeting to order. The roll was called, and a quorum was declared present.

II. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Chairwoman Leslie Cantu

None

III. PUBLIC COMMENT

Presenter: Chairwoman Leslie Cantu

None

IV. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chairwoman Leslie Cantu

a. Meeting Minutes for March 25, 2022 Meeting

b. Child Care- Contracted Slots

c. RFP Update:

i. Managed Security Services

ii. Cloud Migration Services

iii. Youth Contract

iv. Commercial Janitorial Services for Centers

v. Program Monitoring Services

Upon motion by Board Member Director Eric Cooper and second by Board Member Director Mary Batch, the Board unanimously approved consent agenda items a-c and sub agenda items c. i-v.

V. FY21 AUDIT

Presenter: ~~Janet Pitman, ABIP Partner~~ Mr. Michael Del Torro, ABIP Auditor

- Mr. Michael Del Torro, ABIP Auditor provided an overview of the audit for the fiscal year October 1, 2020 ending September 30, 2021. The Financial Audit,

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Unmodified (clean opinion). ABIP has performed its audit in accordance with auditing standards accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller

General of the United States and the Uniform Guidance.

- In performing the audit, they interviewed staff and observed processes to develop a risk assessment over the internal controls and develop audit procedures they feel necessary to provide evidence for their audit opinions.

- ABIP reports provided:

- Financial Audit – Opinion – Unmodified (clean opinion)
- Compliance Audits – Child Care Development Funds Cluster and WIA/WIOA Cluster – Unmodified (clean opinion)
- Report of Conduct of Audit

Upon motion by Board Member Director Dr. Sammi Morrill and second by Board Member Director Ana DeHoyos O'Connor, the Board unanimously approved the FY 2021 Audit.

VI. RATIFICATION OF THE SAN ANTONIO READY TO WORK CONTRACT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Lopez, CEO

- CEO Lopez informed the Board of Directors the SA Ready to Work contract has been executed in the amount of \$102 million dollars. This is from the approved ⅛ cent sales and use tax collected through December 2025.
- WSA is the lead agency with six sub recipients that executed a three-year contract of \$102,490,363. An amendment has also been approved. There will also be a budget amendment that has been approved by CoSA.
- CEO Lopez also thanked all involved with the executing of the contract.
- Board Member Mr. Ben Peavy abstained from voting on this agenda item.
- Board Member Lowell Keig asked if a contract amendment was needed since Barcom was listed as one of the Partners in the contract, (pg. 88). CEO Lopez explained the Barcom was used a place holder as the CoSA requires Small, Minority, Women, and/or Veteran Owned Business Enterprises.
- Board Member Betty Munoz asked if she pledged her employer would that constitute a conflict of interest. CEO Lopez clarified there is no conflict of interest. Mr. Jon Lowe clarified CEO's response.
- Board Member Dawn Dixon asked which of the partners has the expertise to work with individuals with disabilities? CEO Lopez explained there is no partner distinctly that provides to individuals with disabilities. However, all partners have their own expertise and provide services to communities.

Upon motion by Board Member Director Mitchell Shane Denn and second by Board Member Director Yousef Kassim, the Board unanimously approved the ratification of the SA Ready to Work contract. Board Members Ben Peavy and Eric Cooper abstained from the vote.

VII. CULTURINGUA AFGHAN REFUGEES AND SA READY TO WORK

Presenter: Nadia Mavrakis, CEO

- Ms. Nadia Mavrakis provided an overview of Culturingua organization. It is a nonprofit organization focused on elevating the people and heritage of the Middle East, North Africa, and South Asia (MENASA) through:
 - Education
 - Community Development
 - Arts & Culture

- There are approximately 4,000 Afghans have moved to San Antonio since late September 2021, half of whom are children.
- They join an already large Afghan refugee population in San Antonio of several thousand that moved to San Antonio in the past ~5 years.
- Ms. Mavrakis also explained the various types of programs Culturingua is working on, for example:
 - Nourish to Flourish Entrepreneurship Program
 - Farmers Markets
 - Career Path Assessment & Exploration
 - Training Programs: Culinary
 - Financial Counseling
- Board Member Betty Munoz would like to partner with Nadia Mavrakis and have hired over 125 refugees.
- Board Member Ben Peavy asked that this slide presentation be shared.
- Board Member Tony Magaro asked how Culturingua is reaching out to staffing agencies and/or other organizations. Also, requested clarification on \$12/hr. comment. MJ Morgan Staffing Company has been working with this group. Ms. Mavrakis explained Afghan refugees do not want to accept jobs that are over \$12/hr. because they do not want to lose the benefits, Medicaid, food stamps, they may currently receive. CEO Lopez also added staffing agencies are also at Workforce centers.
- Ms. Mavrakis empathized the Afghan refugees are on a parolee status which means they are eligible to work.
- Board Member Ana DeHoyos O'Connor also offered assistance to refugees that may need childcare and/or would like to work at a childcare center.

VIII. HEALTH CARE HUB

Presenter: Elizabeth Lutz, Executive Director, The Health Collaborative

- Board Member Elizabeth Lutz provided an overview of the Health Collaborative and how they are impacting the community and how other agencies can collaborate with them.

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

Presenter: Mary Batch, Audit & Finance Committee Chair

- Chairwoman Cantu asked in the essence of time for only an update on the Financial Reports. Board Member Mary Batch deferred to CFO Angela Bush for the Financial Reports update.
- b. Financial Reports
 - Financial reports through March 31, 2022, have been prepared for the fiscal year October 1, 2021, through September 30, 2022. The straight-line expenditure benchmark is 50.00% of the budget. The board regularly analyzes Corporate and Facility Budgets and the Grant Summary Report to monitor budgets against actual expenditures.

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- The agency currently has expensed 44.12% and has savings through vacant positions and staff turnover. The under expenditures are due to pending Cost of Living Allocation, COLA, and merit increases. Ms. Bush also discussed the budget to actual corporate expenditures and explained the key variances for TANF, SNAP, RESEA, Military Family Support, Texas Industry Partner Grants (TIP), Pilot Navigator Program, Trade Act, Rapid Response, Workforce Commission Initiatives Grant, Summer, Earn and Learn, (SEAL), Skills Development Fund, and National Dislocated Worker Winter Storm.
 - Rapid Response: TWC granted the board an additional \$25,000 for Rapid Response that will expire on June 30, 2022. The FY23 Rapid Response Allocation will be received by July 1, 2022.
 - Ms. Bush also informed the Board of Child Care Increase in funding by \$4,803,249, increasing the award from \$89,359,402 to \$94,162,651. This is our largest single source of funding.
 - Ms. Bush noted a TWC Finding in the TWIST Access not terminated timely. WSA's Action Require was to respond to TWC by June 30, 2022, on how to strengthen the process to revoke TWIST access timely. TWC also found an Area of Concern in Procurement. WSA's Action Taken was to hire Contracted with procurement consultant for assessment and evaluation to strengthen procurement procedures.
- c. Update Child Care Funding
 - d. Update TWC Monitoring

X. CHILD CARE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Ana DeHoyos O'Connor, Child Care Committee Chair

- Chairwoman Cantu asked in the essence of time for only an update on Child Care Briefing. Board Member Ana DeHoyos O'Connor provided the update.

- a. Child Care Performance Briefing
 - WSA maintains ongoing communication with Child Care Contractor, on TWC's performance goal range of meeting performance: 95 – 105% and to Remain within allocated budget.
 - The BCY 22 target for Alamo FY 22 is 9364. Alamo continues to attrition down and is currently averaging 9661 units year to date (ytd), with the unofficial ytd percentage averaging at 103.98% of the annual target.
 - TWC re-evaluated the funding distributed to the boards for 2022, and supplemental funding has been allocated, which has aided the effort to continue enrolling additional children in care, without negatively impacting the performance target.
 - Supplemental funding was received May 1st, and has allowed, WSA Child Care, who has been successfully working to attrition down, to open enrollments again.
- b. Texas Rising Star (TRS) Assessment Update
 - There is a total of 134 TRS certified centers. Seventy-four assessments have been completed. Twenty-four centers have increased in their star levels.
 - 298 early learning program staff have received incentives since May 2022.
 - Board Member Lowell Keig requested for additional information on the progress on performance.
- c. House Bill 619: 2022 Childcare Work Group Strategic Plan
 - House Bill 619 – Strategic Plan to Support Child – Care Workforce. The purpose is to create a recommended plan for TWC to address work force pay

& turnover, workforce quality, Independent School Districts (ISD)/childcare partnerships, education & training of childcare educators and of course, special consideration for LWDA's.

STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

- Chairwoman Cantu asked in the essence of time for only an update on the Local Plan Progress. Board Member Eric Cooper proceeded with the update.
 - a. Local Plan Progress
 - Board staff and service provider teams continue working sessions focused on data collection essential to the planning phase of implementation including existing partnerships with employers, education and training partners, or other agencies that should be represented in the model.
 - WSA Business Solutions team members and employer liaisons provide detailed updates about recent events, highlights of employer activities and placements, and upcoming events by sector.
 - WSA Strategic Partnerships Manager establishes priorities for the development of formal sector-based partnerships with non-employer partners and reports on the number and substance of executed MOUs.
 - b. Marbach Lease Extension
 - The current lease at Marbach is set to expire on May 31, 2022 and has been extended on a month-month basis until the new facility is move-in ready. The current lease agreement has been extended beginning June 1, on a month-month basis.
 - The monthly rent remains \$18,000 plus common are maintenance expenses for \$4,608, for a total monthly rent of \$22,608. The lease is cancellable with thirty (30) days' notice.
 - c. Procurement Diversity Policy Report (SMWVBE)
 - The Board is currently at 19.8% of its goal of 20% of expenditures to SMWVBE.
 - 100% of SWMVBE are Small Businesses and there are seventeen vendors since March 31, 2022.

XI. TEXAS WORKFORCE COMMISSION AWARDS

Presenter: Dr. Andrea Guerrero Guajardo

- Dr. Guajardo provided the Board a summary of the TWC Awards and the categories that employers can be nominated for the 2022 Texas Workforce Awards. WSA has been working with contractors, business solutions liaisons in selecting employers. Large employer: Navistar; small employer Levy Company; Veteran: Spectrum; Hirability: Taco Cabana; Local Employer of Excellence: Easy Expunctions

XII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

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Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Performance, Programs and Operational Update
 - Rebecca Espino Balencia provided the update on Performance, Programs and Operations.
- b. Quality Assurance Update
 - Dr. Ramirez provided the Board a summary. TWC Finding in the TWIST Access not terminated timely. WSA's Action Require was to respond to TWC by June 30, 2022, on how to strengthen the process to revoke TWIST access timely. TWC also found an Area of Concern in Procurement. WSA's Action Taken was to hire Contracted with procurement consultant for assessment and evaluation to strengthen procurement procedures.
 - Board Member Ben Peavy recommended creating a process in which system access is periodically checked to avoid any audit findings.
 - Board Member Lowell Keig asked if there will be an internal review on the Data Validation Results Report, specifically on the 40% unmet WIOA Dislocated Worker Assessment and the WIOA Youth Assessment, 37.5%. Dr. Ramirez explained WSA is in the process of preparing a corrective action plan. The samples are very small and that is a disadvantage.
- c. Upcoming and Expiring Contracts

XIII. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT OUTS / DISCUSSION ITEMS

Presenters: Diane Rath, Mike Ramsey, Jordana Matthews

- Jordana Matthews reported they will be working with WSA on the Local Plan and the budget.

XIV. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. New Grants
- b. Services to Individuals with Intellectual Development Disabilities
 - CEO Lopez thanked and acknowledged Diane Rath, w/AACOG for their partnership for this Apprenticeship Program with general guidelines from the Texas Health & Human Services Commission (HHSC). The program provides an opportunity for participants to gain job skills that will prepare them for gainful, competitive integrated employment. WSA assists AACOG in identifying the employer partner, including (TTTTX) that will provide an opportunity for the participant to gain skills in the manufacturing sector.
- c. Media Report – Penny Benavidez, Director of Public and Government Relations
 - Ms. Benavidez provided the Board the various media stories, job fairs, event and employer engagement and other top stories.
 - Ms. Benavidez also introduced AccessiBe a new website tool that will allow individuals with disabilities to view WSA website.
 - WSA working with SA Foodbank on the upcoming ribbon cutting.
 - Marketing Team is working on story telling and other opportunities
- d. Introduction New Staff
 - Dr. Federico Ghirimoldi, Data Science and Analytics Manager
 - Penny Benavidez, Director of Public & Government Relations
 - Katherine Pipoly, Chief Operating Officer

XV. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chairwoman Leslie Cantu

- a. 2nd Chance Initiative
- b. BOD Attendance
- c. Success Stories
 - i. Child Care
 - ii. Youth
 - iii. Adult
- d. Evaluation, Compensation and Extension of term for employment contract for CEO Adrian Lopez

XVI. Next Meeting: Board of Directors Meeting – August 19, 2022

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

The Board adjourned into Executive Session at 12:04 pm and returned to Open Session at 12:45 pm. No action was taken.

XVIII. Adjournment

Presenter: Chairwoman Leslie Cantu

There being no further business, The meeting adjourned at 12:45 pm.

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CERTIFIED AGENDA OF CLOSED MEETING

Workforce Solutions Board of Director Meeting

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO ~~HUMAN RESOURCES COMMITTEE~~, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE COMMITTEE CONDUCTED ON JUNE 10, 2022 AT 12:15 AM/PM.

1. The Executive Session began with the following announcement by the presiding officer: **"The Workforce Solutions Alamo Board of Director Meeting is now in Executive Session on JUNE 10, 2022, at _____ AM/PM. pursuant to exceptions under Government Code 551."**
2. SUBJECT MATTER OF EACH DELIBERATION:
 - 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.**
3. No further action was taken.
4. The Executive Session ended with the following announcement by the presiding officer: **"This Executive Session ended on JUNE 10, 2022, 12:45 at _____ AM/PM"**



LESLIE CANTU Board Chair