



**AREA JUDGES**



### **COMMITTEE OF SIX (Co6) MEETING MINUTES**

**AACOG Board Room, Titan Bldg., 1<sup>st</sup> Floor  
2700 NE Loop 410, Suite 110  
San Antonio, TX 78217  
April 27, 2022  
9AM**

**Virtually by WebEx**

To protect the health of the public and limit the potential spread of COVID 19, C of 6 will hold this meeting via a hybrid of videoconferencing and in-person. The Chair of the C of 6 will be at the Host Location at, 2700 NE Loop 410, Suite 110, San Antonio, Texas 78217. 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. C of 6 will comply with all Videoconferencing Guidelines.

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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.**

**Committee of Six:** Councilwoman Dr. Adriana Rocha Garcia (virtual), Councilman Manny Pelaez (virtual), Commissioner Marialyn Barnard, Commissioner Rebeca Clay-Flores, Judge Chris Schuchart, Judge Kyle Kutscher and Judge Richard Evans

**WSA Board Members:** Leslie Cantu, WSA Board Chair

**Partners:** Michael Ramsey, Diane Rath, Jordana Matthews

**WSA Counsel:** Frank Burney (virtual)

**Staff:** Adrian Lopez, Angela Bush, Dr. Andrea Guerrero-Guajardo, Linda Martinez

**Guest:** Lowell Keig, TWC Public Employment applicant, Jeremy Landin, Commissioner Clay-Flores' office staff; Javier Vasquez, Assistant to Brenda Hicks-Sorensen, Director Economic Development Department

- I. CALL TO ORDER AND QUORUM DETERMINATION  
Presenter: Former Chair Judge Richard Evans  
**At 9 a.m., Former Chair Evans called the meeting to order.**
- II. ROLL CALL  
Presenter: Linda G. Martinez, Executive Assistant II/Board Liaison
- III. CONSIDER AND ACT UPON ELECTING THE CHIEF ELECTED OFFICIAL (CEO) FOR THE ALAMO WORKFORCE DEVELOPMENT AREA FOR 2022  
**Motion by Commissioner Clay-Flores and 2<sup>nd</sup> by Councilwoman Dr. Adriana Rocha Garcia. Commissioner Clay-Flores nominated Commissioner Marialyn Barnard as the Co6 Chair; there were no other nominations. Commissioner Marialyn Barnard was unanimously elected as the Chief Elected Official for the Committee of Six.**
- IV. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Commissioner Marialyn Barnard  
**None**
- V. PUBLIC COMMENT  
Presenter: Commissioner Marialyn Barnard  
**None**
- VI. MEETING MINUTES OF DECEMBER 8, 2021 (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Commissioner Marialyn Barnard  
**Upon motion by Judge Evans and second by Judge Schuchart, the Committee unanimously approved December 8, 2021 Minutes**
- VII. DISCUSSION AND POSSIBLE ACTION TO CONSIDER AND SELECT APPOINTMENT TO FILL THE FOLLOWING CATEGORY ON WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTORS

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- a. Public Employment, Place 10- For Term Beginning May 1, 2022, and Ending December 31, 2024.

Mr. Lowell Keig attended the Co6 meeting in person and was interviewed by the Co6. The Co6 asked for a brief background and if he would be able to attend the meetings as scheduled and he stated yes, he would be able to attend the meetings.

**Upon motion by Commissioner Rebeca Clay-Flores and second by Judge Richard Evans, the Co6 unanimously approved Lowell Keig to the WSA Board of Directors for Public Employment, Place 10.**

#### VIII. FISCAL MATTERS (CONSIDERATION AND POSSIBLE ACTION)

Presenter Angela Bush, CFO

a. Budget Amendment #1

- i. COSA Funding of \$102M
- ii. Service Industry Recovery (SIR)
- iii. National Dislocated Worker (NDW) Extension
- iv. Carry Over Funds

- CFO Angela Bush reviewed the financial condition of WSA and the proposed Budget Amendment #1
- WSA adopted a budget for the Fiscal Year from October 1, 2021, to September 30, 2022, based on estimates and funding availability in FY21. Periodically, the budget is modified to capture changes in funding and a reconciliation of carry-over funds after the initial budget is approved.
- An analysis of these estimates is regularly monitored and WSA is recommending adopting certain adjustments to reflect the FY22 budget more accurately, based on current information. The revised budget consists of funding estimates and is modified as actual financing becomes available. Significant items addressed in this amendment include:

- o City of San Antonio Ready to Work estimated FY22 Allocation in the amount of \$10,616,191
- o City of San Antonio Train for Jobs Program extension in the amount of \$4,302,484
- o National Dislocated Worker Carry Over & Extension and Increase in the amount of \$5,301,301
- o Child Care Additional Funding for Direct Care in the amount of \$6,352,652
- o Child Care Quality Increase in the amount of \$611,777
- o Child Care-Services Industry Recovery Grant Reduction in the amount of \$22,336,569
- o Teacher's Externship Award in the amount of \$200,000
- o Training & Employment Navigator Pilot Program for victims of Sex Trafficking in the amount of \$96,018

- The Cost of Living (COLA)/Merit will increase by \$120,000 and will be retroactive to October 1, 2021.
- The budget amendment would increase the Fiscal Year Budget by \$13,947,203.

**Upon motion by Judge Chris Schuchart and second by Judge Richard Evans, the Board unanimously approved the Budget Amendment #1.**

b. Financial Reports

- CFO Angela Bush also presented the financial reports through February 28, 2022, have been prepared for the fiscal year October 1, 2021, through September 30, 2022. The straight-line expenditure benchmark is 41.67% of the budget. The board regularly

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analyzes Corporate, Facility Budgets, and the Grant Summary Report to monitor budgets against actual expenditures.

- Commissioner Clay-Flores asked about PTO paid to employees; COSA Ready to Work program with WSA as lead contractor, move to Port SA with new field office, and return of funds for service industry childcare (49% of funds have been expended. WSA ranked first among workforce boards across the state)—funds may be reallocated by TWC. Commissioner Clay-Flores also inquired about the move to Port SA- how will this move affect those that are close to the Marbach Center?
- CEO Lopez stated he is discussing with VIA Transit the possibility of having bus routes/stops into Port SA.
- c. Audit Updates
  - Workforce Solutions Alamo is monitored annually by the Texas Workforce Commission and has an annual audit performed as required by 2 CFR Part 200 Subpart F.
  - The FY21 annual audit is currently in progress; there are no concerns to report. Fieldwork began in mid-April of 2022.
- d. TWC Monitoring Visit

IX. 2021-2024 LOCAL PLAN (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Andrea Guajardo, CIO

a. Local Plan Update

- Dr. Guajardo provided an update and progress of the Local Plan in additionally provided the current Labor Market information to the Co6.
- 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 Memo of Understanding, MOUs.
- Board staff also presented the draft Sector-Based Scorecard and conceptual map of the Alamo Workforce ecosystem. Staff requests input and feedback from committee members about these two items as they continue to be developed.
- Dr. Guajardo also mentioned WSA hosted its first Manufacturing Employer Collaborative on February 24, 2022, at the WSA South Flores Career Center. Replicating the process used for the IT and Healthcare Employer Collaborative, staff distributed a survey to understand staffing patterns, number of vacancies, and time-to-fill positions.
- Dr. Guajardo also added WSA is required to submit a two-year modification of the Local Plan and this will allow us to look back at our target occupations.

X. Executive Session: NONE

**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**

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**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 or Committee of Six (Co6) 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.**

**XI. ADJOURNMENT**

Presenter: Commissioner Marialyn Barnard

Judge Evans motioned to adjourn 2<sup>nd</sup> by Judge Chris Schuchart; Committee adjourned meeting at 9:55am.

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