



COMMITTEE OF SIX MEETING MINUTES (Co6)

**AACOG Board Room, Titan Bldg., 1st Floor
2700 NE Loop 410, Suite 101
San Antonio, TX 78217
August 24, 2022
12PM**

Hybrid Meeting Virtually via 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. In accordance with Section 551.127 (c) of the Texas Open Meetings Act. 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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ATTENDEES:

Committee of Six: Councilwoman Dr. Adriana Rocha Garcia, Commissioner Marialyn Barnard, Commissioner Rebeca Clay-Flores, Judge Chris Schuchart, and Judge Richard Evans

WSA Board Members: Leslie Cantu, WSA Board Chair

Partners: Michael Ramsey, Diane Rath, Michael Blair

WSA Counsel: Frank Burney


WSA Staff: Adrian Lopez, Angela Bush, Dr. Andrea Guerrero-Guajardo, Katherine Pipoly, Giovanna Escalante-Vela, Linda Martinez

Guest: JR Trevino (Private Sector applicant), Guadalupe County Commissioner Michael Carpenter

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

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Commissioner Marialyn Barnard, Chair
At 12:04 p.m., Commissioner Marialyn Barnard called the meeting to order.
- II. ROLL CALL
Presenter: Linda G. Martinez, Executive Assistant II/Board Liaison
The roll was called, and a quorum was declared.
- III. WSA BUDGET FY23 (CONSIDERATION AND POSSIBLE ACTION)
Presenter Angela Bush, CFO
 - a. WSA Budget FY23 - ***A condensed WSA Budget FY23 was presented first on the agenda.**
 - CEO Adrian Lopez reported on the proposed FY23 Budget and informed the Committee of Six WSA had a clean audit by independent auditors.
 - CFO Angela Bush reported on the highlights of the budget, which included an increase in personnel costs, internships, cyber security insurance, facilities costs, marketing, subrecipient monitoring increase, Board of Directors budget, facilities upgrade, the new Mobile Unit, and Child Care Reserves. Decrease in Workforce Center and Service Delivery due to initiatives in Covid-19, Childcare, and Dislocated Worker expiring in March.
 - The budget will be amended after the final allocations are received and the close-out of the current fiscal year.
 - The Budget Allocations were presented in the following sections:
 - Board Administration or Corporate Budget
 - Facilities Budget - Rent and support of the facilities and other items to support the contractor staff, software, supplies, and equipment.
 - Special Projects- SEAL, Workforce Initiatives, Local Initiatives, and Non-Federal Projects.
 - Contractor Budget for Adult, Youth, and Childcare Services
 - CFO Bush also updated the Co6 on staff changes.
 - o Budget includes four additional FTEs:
 - Ready to Work Director
 - Ready to Work Accountant II, Accountant III, and Program Specialist

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- Budget in the following options for staff increase
 - 3% Cost of Living Allocation – 
 - 2% Merit
 - 5% Performance Incentive (as approved by Board)
- There will also be FY23 Personnel Paid Internships for Fiscal, Data Analytics, Marketing, and Child Care.
- The Budget also includes an increase of \$10,565 for Common Area Maintenance (taxes/insurance).
- Facilities increased \$775,000. This increase will impact rental rates and Port San Antonio to include the Mobile Unit, \$500,000. The Mobile Unit will have a dedicated CDL driver, and a 10-month estimated delivery.
- CFO Bush briefed the Committee of Six on the funding for Contractor Budget for Adult, Youth, and Childcare Services:
 - Workforce Programming \$19M
 - Youth -\$3M
 - Child Care - \$91.5M
 - Ready to Work \$19M

Upon motion by Commissioner Rebeca Clay-Flores and second by Judge Chris Schuchart, the Committee of Six unanimously approved WSA Budget FY23.

Commissioner Rebecca Clay Flores left the meeting at 12:15.

IV. DECLARATIONS OF CONFLICT OF INTEREST
 Presenter: Commissioner Marialyn Barnard, Chair
None.

V. PUBLIC COMMENT
 Presenter: Commissioner Marialyn Barnard, Chair
None.

VI. MEETING MINUTES OF APRIL 27, 2022 (DISCUSSION AND POSSIBLE ACTION)
 Presenter: Commissioner Marialyn Barnard, Chair
There was discussion on the minutes. Judge Evans moved to correct Agenda Item III to state the motion to nominate Commissioner Barnard was seconded by Councilperson Dr. Rocha Garcia. Dr. Rocha Garcia seconded the motion and the motion passed.
Upon motion by Councilwoman Dr. Adriana Rocha Garcia and second by Judge Richard Evans, the Committee of Six unanimously approved the April 27, 2022 meeting minutes as corrected.

VII. APPOINTMENT TO FILL THE FOLLOWING PLACES ON WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTORS DISCUSSION AND POSSIBLE ACTION TO CONSIDER AND SELECT

- a. Board of Directors Attendance and Demographics
- b. Private Sector, Place 9- For Term Beginning September 1, 2022 and Ending December 31, 2024.
- c. Private Sector, Place 24- For Term Beginning September 1, 2022 and Ending December 31, 2024.

- CEO Lopez briefed the Committee of Six on the current WSA Board of Director vacancies in the Private Sector category. WSA Board Chairwoman Leslie Cantu recommended to the WSA Board of Directors to remove Mr. Ernest de la Rosa for lack of attendance and no contact. The WSA Board supported her recommendation. After discussion and information provided by Legal Counsel Frank Burney, **Councilwoman**

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Dr. Adriana Rocha Garcia moved to remove Mr. de la Rosa. The motion was seconded by Judge Schuchart. The motion was approved with Judge Evans abstaining.

Commissioner Barnard requested that any future agenda list the name of any WSA Board member that might be considered for removal.

- CEO Lopez also informed the Committee of Six that Mr. Frank Crowder resigned on August 3, 2022 due to his business venture and the lack of time he would have to devote to WSA Board. This vacancy represents the Private Sector, Place 9.
- JR Trevino was present to discuss his qualifications and answer questions posed by the Committee of Six. He was asked what he would do outreach to rural counties and his reply was he likes the idea of the mobile/RV unit, and he is not opposed to working alongside staff to provide opportunities to the community. Mr. Trevino also stated how his experience, knowledge, background would benefit the community. Judge Schuchart asked if he would have time to be on the WSA Board since he is serving as Mayor of Castle Hills and will soon become the Chair of the Hispanic Chamber of Commerce. Mr. Trevino stated he is involved in many things and many of his roles overlap. Councilwoman Dr. Adriana Rocha Garcia stated she has been in leadership programs with him and the strong connection he brings to small business communities.

Upon motion by Councilwoman Dr. Adriana Rocha Garcia and second by Judge Chris Schuchart, the Committee unanimously approved Mr. JR Trevino as Board Member on WSA Board of Directors, representing Private Sector Category, Place 9.

- Mr. Jerry Graeber applied for a private sector seat on the WSA Board of Directors. He was unable to attend in person due to a previous scheduling conflict. Mr. Mike Ramsey spoke on Mr. Graeber's behalf and informed the Co6 that Mr. Graeber is very capable and demonstrates great leadership qualities. Dr. Rocha Garcia also informed the Co6 that Mr. Graeber was the first chair of the Ready to Work Initiative and is also an adjunct professor at Alamo Colleges and would know firsthand what WSA participants may need.

Upon motion by Councilwoman Dr. Adriana Rocha Garcia and second by Judge Chris Schuchart, the Committee unanimously approved Mr. Jerry Graeber as Board Member on WSA Board of Directors Director for Private Sector Category, Place 24.

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

Presenter: Dr. Andrea Guajardo, CIO

a. Local Plan Update

- 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.
 - A total of twelve hiring events were held in June 2022 and attracted 52 job seekers
 - Business Solutions Team members (adult urban and rural) are cultivating and Managing relationships with 143 employers
 - Business Solutions team members (youth rural) provided services to 157 participants
 - Thirteen youth participated in training and 33 participated in work experience

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Career opportunities

- Program participants are monitored monthly, and outputs/outcomes are reported on a sector basis:
 - o A total of 1789 persons have been enrolled in training in program year 2022; 1491 (83%) have completed training
 - o Of these, 1294 have participated in a training program in one of the target Industry clusters defined in the Local Plan
 - o A total 637 persons have been placed in employment in program year 2022
 - o Of these, 432 persons have been placed in an occupation that aligns with the Target industry clusters as defined in the Local Plan.
- Workforce Academy has been established. It is three sessions long and provides information regarding what services WSA provides, etc. Those that complete the three sessions become Workforce Ambassadors.
- The most recent labor market data indicates a 3.5% unemployment rate for the 13-county Alamo region compared to 3.8% statewide unemployment rate.
- Judge Richard Evans requested a detailed chart on current jobs and unemployment rates for the agricultural sector.
- Commissioner Marialyn Barnard requested to have the Summary by Industry Sector chart on page 63 labeled by sector instead of by number.
- Commissioner Marialyn Barnard requested to have timeframes put onto the overviews inserted onto the job postings, applications, staff referrals, and positions on slide 61.
- Commissioner Marialyn Barnard requested that WSA staff provide better documentation on confirmed hiring (p. 45/46). Okay with Co6 if that has to run a quarter behind in order to capture needed data from TWC.
- Judge Richard Evans requested the demographics report for WSA’s Board include urban and rural designations for both workplace and residence as has been the custom in the past.

IX. 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 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.**

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XI. ADJOURNMENT

Presenter: Commissioner Marialyn Barnard, Chair

Commissioner Marialyn Barnard adjourned the meeting at 1:06 p.m.