



## **OVERSIGHT COMMITTEE MEETING MINUTES**

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

**MAY 28, 2021**

**10:45AM**

**WSA BOARD MEMBERS:** Dr. Mark Niederaur (Chair), Ms. Leslie Cantu, Yousef Kassim

**WSA BOARD STAFF:** Adrian Lopez, Mark Milton, Dr. Andrea Guerrero-Guajardo, Linda G. Martinez, Angela Bush, Louis Tatum, Barbetta Womack, Jessica Villarreal, Michael DeFrees, Melissa Sadler-Nitu, Ricardo Ramirez, Joshua Villela, Esther Metcalf, Elizabeth Eberhardt, Manuel Ugues, Chakib Chehadi, Brenda Garcia, Latifah Jackson, Chuck Agwuegbo

**LEGAL COUNSEL:**

**PARTNERS:** Robert Cantu, Diane Rath, Ana Ruiz-Salazar

### **AGENDA**

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

Citizens may appear before the Committee 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 G. Martinez at (210) 581-1093.

*To protect the health of the public and limit the potential spread of COVID 19 as directed by Governor of Texas, Bexar County and City of San Antonio, WSA will hold this meeting via videoconferencing. The meeting will be held in compliance with the suspended provisions of the Texas Open Meetings Act. For those members of the public that would like to participate, 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) 581-1093.*

**Please join WebEx meeting from your computer, tablet or smartphone.**  
<https://wsalamo.webex.com/wsalamo/j.php?MTID=m6d91919e705781d9d16cafd751860cc6>

**You can also dial in using your phone.**  
**United States (Toll Free): 1-415-655-0002**

**Meeting Number & Access Code: 187 928 5016**

**New to WebEx? Get the app now and be ready when your first meeting starts:**

<https://www.webex.com/>

**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: Dr. Mark Niederaur, Chair  
**The meeting was called to order at 10:45AM**
- II. DECLARATION CONFLICT OF INTEREST  
Presenter: Dr. Mark Niederaur, Chair  
**There are no conflicts of interest.**
- III. PUBLIC COMMENT  
Presenter: Dr. Mark Niederaur, Chair  
**There are no public comments.**
- IV. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION) MEETING MINUTES – MARCH 5, 2021  
Presenter: Dr. Mark Niederaur, Chair  
**Upon motion by Board Member Yousef Kassim and 2<sup>nd</sup> by Ms. Leslie Cantu, minutes for March 5, 2021 were approved. Committee unanimously approved motion carried.**
- V. BRIEFING  
Presenter: Mr. Mark Milton, COO
  - a. Operational Updates
  - b. Performance and Programs Reports
    - Mr. Mark Milton provided the Oversight Committee with operational, performance and program updates.
    - 90% of staff are back in facilities full time. All Centers are currently open to the public and are receiving clients (appointments and virtually). All parking lots are equipped with Wi-Fi as well. Gov. Abbot’s recent announcement on UI will impact traffic in centers.
    - Bexar County and COSA projects are in final phases. We are currently trending above goal in training enrollments, but behind in OJT.
    - We are working with C2 to increase enrollments into the WIOA program. Currently slightly behind schedule but anticipate catch-up occurring in Q2 of 2021.

*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 Linda G. Martinez at (210) 581-1093 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).*

- WSA is pursuing two new Skills Development Grants – Boeing and Lonestar National Bank at approximately \$500,000 total to train and upskill workers in these populations. Jobs and Education for Texans, (JET) grants with Boerne, Ingram, and Southside Independent School Districts have been executed.
  - Boerne ISD CTE program to secure funding to purchase IT equipment to train 100+ HS students annually in Security Analysts, CISCO, and CompTIA, (\$101,000)
  - Ingram ISD CTE program to secure funding to purchase equipment to train 80+ HS students annually in Welding and related occupations. (\$91,000)
  - Southside ISD CTE program to secure funding to purchase equipment to train 100+ HS students annually in Welding and related occupations. (\$83,000)
- Mr. Milton also highlighted three success stories.
  - WIOA Adult: “Mark” 23 years-experience in a non-growth occupation; Completed Pre-employment Skills Training; Obtained CDL with WIOA funding; Gained employment as a truck driver.
  - TANF/Choices: “Nakiera” Unemployed upon entry into WSA; Obtained financial resources and supportive services; Obtained Child Care for her 3 kids; Attended JRT and Work Experience; Got a FT job w/Wal-Mart w/benefits
  - WIOA Dislocated Worker “Martha” Laid off from previous job of 5 years; Utilized WIOA to help with skills upgrading and support services; Attended training for Certified Business Accounting Specialist; Completed successfully with honors!
- Mr. Milton thanked the Board Members that are participating in the Summer Earn and Learn, (SEAL).
- Child Care is trending at 97% for children served (goal is 95%) and are on track for the month.
- WSA is currently ranked in the top 4 of state performers.
- TANF Expenditure rates are lower than the initial projections for this month in the performance period. TWC is not requiring clients to search for work and fewer employment activities are being conducted. Plan is in place to improve spend and staff are meeting weekly to discuss strategies.
- Board Chairwoman, Leslie Cantu asked if centers are open to walk-in traffic.
- Mr. Milton answered, yes. Clients can continue to receive services online/virtually.
- WSA and COSA are negotiating the amount of funding needed per line item to ensure successful completion of program. WSA will NOT utilize all funding for stipends and has asked the COSA to invest more funding into their resident’s long term training goals.
- The biggest issue is with stipends. Ensuring the stipends, timesheets align with the goals from an educational standpoint.
- Short and Long term training goals have been adjusted from original projections.

*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 Linda G. Martinez at (210) 581-1093 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).*

- Placements are expected to occur over summer and beyond as more students complete their training.
- OJT has been a gap for WSA - Trending well under target
- Individuals enrolling and completing training remains well ahead of goal.
- WSA has referred over 400 clients to Project Quest.
- Expenditure rates are well ahead of projections.
- Beginning March 1<sup>st</sup>, we will be focusing on no new participants and clearing our pipeline, training completion and job placement.
- Board Chairwoman Cantu asked if the State has made any exceptions to performance due to the pandemic.
- Mr. Milton stated no; however, it is being evaluated.
- Mr. Milton showed the Oversight Committee At A Glance Comparison of all Boards and WSA shows only one performance measure that is not being met compared to other boards that have several performance measures they are not meeting. Contractors, C2Global, SERCO and Board Staff working to meet/exceed performance.
- Mr. Milton also showed the Oversight Committee the Sector Based Model Metrics and Mr. Lopez added we are developing a scorecard for all the training providers we are utilizing; and the intent is to provide clients more information on training, schools and/or careers they would like to pursue.
- Oversight Chair Dr. Mark Niederaur commended Mr. Milton on a well prepared presentation and showing performance measures to the Committee.

## VI. BRIEFING: QUALITY ASSURANCE

Presenter: Ricardo Ramirez, Director Quality Assurance

### a. Quality Assurance - Monitoring Report

- Mr. Ricardo Ramirez Director Quality Assurance provided a briefing to the Oversight Committee on the quality assurance and monitoring reports including an updated timeline, progress, and outcomes. The timeline will continue to be adjusted to meet goals and other requirements. WSA is also in the process of hiring a Fiscal Monitor.
- Monitoring goals include the following: maintain TWC monitoring certification for WSA, automate and streamline systems, incorporate additional audits to minimize subcontracted costs, complete monitoring of projects on a more frequent basis (e.g., twice a year instead of yearly).
- Board Chairwoman Leslie Cantu asked why SERCO had more days, 104, compared to the others.
- Mr. Ramirez stated SERCO fiscal integrity review began early partly due to the Audit & Finance Committee dates and how the contracts are prepared.
- Mr. Lopez recommended adding a note to explain this anomaly for future presentations.
- Mr. Lopez commended Mr. Ricardo Ramirez and his Team on a job well done. He also added the intent of these reports is to keep the Committee updated on how WSA is keeping in compliance with both contractual and regulatory compliance. The Audit & Finance Committee accepted the annual audit and this was an unqualified audit, which means it was a 'clean' audit. Another aspect of

the report is to develop a level of efficiencies associated with understanding that our contractors have a service to deliver.

## VII. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

### a. Unemployment Claims and Unemployment Rate

- Mr. Adrian Lopez, CEO provided the Oversight Committee regarding the Unemployment Claims.
- This report is based on 332,273 total unique claimants filing a claim from
- 03/01/2020 through 05/08/2021. Weekly claims show the following Breakdown:
  - Active Claimants: 328,397
  - Returned to Work: 260,670
  - % Reemployed: 44.3%
- About 17.0% of the 121,864 Claimants recorded this year have Returned to Work. Averaging around 27000, claims for the previous three months have been high.
- There have been approximately 64,388 Claimants in the rural counties, of which about 54.0% have returned to work and 31,029 are active.
- While more females than males have filed for unemployment (1.5% more females), the share of females (50.8%) returning to work after having filed for unemployment is greater than that of males (46.9%).
- 41,548 available jobs advertised online as of May 19, 2021, in the Alamo Workforce Development Area.
- Board Chairwoman, Leslie Cantu asked if WSA has access to other data in the state to see if other areas are also seeing the same kind of trend where more women are returning to work. This is more of a curiosity inquiry.
- Dr. Andrea Guerrero-Guajardo, CIO, stated WSA has that data and will dive into that more specific data and see how we compare.

### b. Employer events

- Mr. Lopez also provided the Oversight Committee an update on a few of the Employer Events.
- WSA Workforce on Wheels, (W.O.W Bus) is back in service and available to Board Members if they would like to use for their hiring events. The bus is equipped with computers.
- Seguin Career Fair
- WSA in partnership with City of San Antonio, and fire department hosted vaccination clinics at three of our centers to assist both clients and staff to be employment ready.
- Mr. Lopez also highlighted the various partnerships.
  - Texas A & M
    - Data partner to support the Texas Talent Connection Grant \$200K
  - San Antonio Education Partnership-
    - Trellis Foundation Career Exploration \$200K

*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 Linda G. Martinez at (210) 581-1093 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).*

- Alamo Colleges
  - Navistar \$1 million Skills Development Fund
- San Antonio Housing Authority
  - \$2.3 million Jobs Plus Program
- Northeast Lakeview College
  - Equipment grant \$205K
- Jet Grants
  - Boerne ISD \$101K
  - Ingram ISD \$91K
  - Southside ISD \$83K
- 44 Careers fairs have been held since Jan 2021 thru May 2021.
- We have had 451 employers in attendance.
- Board member Yousef Kassim asked for those that are still receiving unemployment during the pandemic; is there any commonalities that would persist from unemployment.
- Mr. Lopez replied we can continue to research and determine what else is keeping people from returning to work besides child-care.

#### VIII. CHAIR REPORT

Presenter: Dr. Mark Niederaur, Chair

Committee Chair Dr. Mark Niederaur commented it is encouraging to see performance measures go from red to green as we are slowly getting out of the pandemic. With the various subsidies ending we will see more and more people come into our centers. In addition, thanked all WSA Board Staff for preparing the detailed reports.

#### XI. Executive Session:

**Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee 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.**

## X. ADJOURNMENT

Presenter: Dr. Mark Niederaur, Chair

N:\CORP\FBB\WSA\AGENDA\Comm Mtg Agenda template.docx

*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 Linda G. Martinez at (210) 581-1093 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).*