



STRATEGIC COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 120 Board Room
San Antonio, TX 78207
April 27, 2022
1PM

BOARD MEMBERS: Eric Cooper, Committee Chair, (in-person), Mitchell Shane Denn, (virtual); Ben Peavy, Leslie Cantu, (virtual- 1:26pm); Angelique De Oliveira

WSA STAFF: Adrian Lopez, Angela Bush, Linda G. Martinez, Gabrielle Horbach, Dr. Andrea Guerrero-Guajardo, Brenda Garcia, Manuel Ugues, Jeremy Taub, Chuck Agwuegbo, John Hershey, Roberto Corral, Miriam Barksdale-Botello; Frank Martinez, Dr. Federico Ghirimoldi, Caroline Goddard

LEGAL COUNSEL: None

GUEST: Business Liaisons: Diana Luna, Daisey Vega, Jalil Peoples, Rebekah Guajardo

PARTNERS: Mike Ramsey

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) 272-3250.

The Chair of the Committee will be at the Host Location. The Host location is specified above. 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 DETERMINE QUORUM
Presenter: Mr. Eric Cooper, Committee Chair
At 9AM, Chair Cooper called the meeting to order
- II. ROLL CALL
Presenter: Mr. Eric Cooper, Committee Chair
The roll was called, and a quorum was declared present.
- III. PUBLIC COMMENT
Presenter: Mr. Eric Cooper, Committee Chair
None
- IV. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Mr. Eric Cooper, Committee Chair
None
- V. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)
Presenter: Mr. Eric Cooper, Committee Chair
 - a. Meeting Minutes – April 27, 2022
Upon motion by Board Member Mitchell Shane Denn and second by Board Member Angelique De Oliveira the Board unanimously approved the April 27, 2022 meeting minutes.

VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jeremy Taub, Contracts and Procurement Director

a. Facility Updates

- Jeremy Taub, Contracts and Procurement Director, presented to the Strategic Committee updates on the below items.

i. San Antonio Food Bank – Spring 2022

- Workforce Solutions Alamo (WSA) and the San Antonio Foodbank (SAFB) to enter into an agreement for a colocation of services at SAFB, that will benefit clients by conveniently providing access to multiple resources in a multiple location throughout the city. WSA has allocated a small staff and a resource center for the campus.
- The base rent is \$2,877 per month for the initial term. Additionally, the budget for furniture, fixtures, equipment, and technology approximately \$42,500.
- A grand opening is anticipated to occur in the late Spring of 2022. The term of the lease agreement with Port San Antonio is January 01, 2022 – December 31, 2022, and has (1) two-year options to renew, unless terminated sooner in accordance with the agreement.

ii. Boerne Grand Opening - April 26, 2022

- The new location provides a high-quality Workforce Center in an office park with greater visibility, updating furniture, equipment, and technology.
- The base rent for the leased space is \$1,917 per month and increases by \$0.50/square foot annually thereafter. Additionally, the FY22 budget allocated \$45,414 in funding for furniture, fixtures, equipment, and moving expenditures for relocating the Workforce Center, and there are no other changes proposed at this time.
- The term of the lease agreement is November 1, 2021 through November 30, 2026, and has (3) five-year options to renew, unless terminated sooner in accordance with the agreement.

iii. Floresville Grand Opening – TBD

- The facility is in the same location but, with renovations that to promote an inviting, high-quality workforce center in a larger suite. The new suite includes two additional offices for partners and employers, and has updated equipment, technology, and furniture.
- The base rent for the leased space is \$5,269 per month, including associated fees, for the duration of the initial lease term, and subject to change due to taxes and operating costs. The budget impact of renovations is \$45,870.
- The board will schedule the grand opening at a later date. The term of this lease agreement is August 1, 2021, through July 31, 2026, and has (1) one (5) five-year option to renew, unless terminated sooner in accordance with the agreement.

iv. Port SA – Fall 2021

- The current lease at Marbach is set to expire on May 31, 2022, multiple options are being considered for a temporary location until the new facility is move-in ready.
- The base rent is \$24,791.67 per month and increases 2.5% annually. Additionally, the FY22 budget included \$545,000 to support the furniture, equipment, upgraded technology, and moving expenditures

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- for the Workforce Center. Budget Amendment #1 provided a \$500,000 contingency for unforeseen expenditures related to relocation of this facility.
 - WSA will develop the project plan to open a high-quality workforce center that supports the sector-based model and needs of the community. WSA is targeting to open to the public in late 2022. The term of the lease agreement with Port San Antonio is February 09, 2022 – February 09, 2032, and has (2) five-year options to renew, unless terminated sooner in accordance with the agreement.
 - Board Member Ben Peavy commented on the supply chain delay and how this would affect the facilities' re-locations and/or renovations. CFO Bush stated, if necessary, old furniture will be utilized until the new shipment is received.
- b. Procurement Diversity Policy Update (SMWVBE)
- It is anticipated that the policy will encourage Small, Minority, Women and/or Veteran Owned Business Enterprises to participate in the competitive bid process for goods and services purchased by the board. The objective is to increase local business opportunities and to stimulate economic growth while considering diversity. To promote these efforts, WSA began utilizing various local SMWVBE search directories to include The Maestro Entrepreneur Center and The South-Central Texas Regional Certification Agency (SCTRCA) to expand outreach.
 - Workforce Solutions Alamo has an aspirational goal of 20% of expenditures to SMWVBE vendors.
 - Procurement attends the Bexar county small business Expo each year and will continue seeking other opportunities to meet WSA goals.
 - Ready to Work also requires a minimum of \$700,000 in SWMVBE Expenditures.

VII. UPDATE: LOCAL PLAN PROGRESS (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Andrea Guerrero-Guajardo, CIO

Dr. Andrea Guerrero-Guajardo, CIO presented to the Strategic Committee updates on the Local Plan.

a. Local Plan

- Dr. Guajardo provided progression of the implementation of the 2021-2024 Local Plan and current Labor Market Information to the Strategic Committee.
- WSA Business Solutions team members and employer liaisons provided detailed updates about recent events, highlights of employer activities and placements, and upcoming events by sector. The liaisons function as facilitators to assist employers and potential employees.
- Caroline Goddard, 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.
- The most recent labor market data indicates an 4.2% unemployment rate for the 13-county Alamo region compared to 4.7% statewide unemployment rate. Detailed unemployment rates by county and MSAs within the Alamo region are presented.
- Ms. Gabriella Horbach, Program Manager, Youth provided a brief overview of how the youths in the rural areas are being served, services provided, and career

opportunities within the Sector Based Model. Ms. Horbach also mentioned they are partnering with such organizations such as chambers, county, school districts, and police departments.

- Ms. Caroline Goddard reported on new grant funding received from SA Area Foundation in partnership with the Up Partnership and the City of San Antonio in the amount of \$37,500. Additional funding from SA Area Foundation for \$100,000 for workforce development and will be used towards the Workforce Academy.
- Skills Development Fund was awarded \$100,000 to Lone Star National Bank.

VIII. TEXAS WORKFORCE COMMISSION AWARDS

Presenter: Dr. Andrea Guerrero-Guajardo

- TWC Awards Committee to identify potential nominees for the 2022 Texas Workforce Awards. The Strategic Committee is encouraged to provide suggested nominees for the to consider for these awards. The deadline is June 10, 2022.
- Board Awards
 - o Small Employer of the Year
 - o Veteran-Friendly Employer of the Year
 - o HireAbility Employer of the Year
 - o Local Employer of Excellence

IX. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

- a. Ready to Work Consortium Update
 - Final stages of Ready to Work. Chairwoman Cantu, Board Member Fran Crowder and CEO Lopez met with City Manager, Eric Walsh, and Mike Ramsey.
 - CEO Lopez and Chairwoman Cantu presented to the specialty courts to create partnerships and assist second chance opportunities.
 - The Chief of Operations hired, and Penny Benavidez from Goodwill hired, Director of Public & Government Relations.

X. CHAIR REPORT

Presenter: Mr. Eric Cooper, Committee Chair

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.

XII. ADJOURNMENT

Presenter: Mr. Eric Cooper, Committee Chair
Meeting adjourned at 2:07PM.