



STRATEGIC COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 120
San Antonio, TX 78207
February 24, 2021
10:00AM

AGENDA

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

BOARD MEMBERS: LESLIE CANTU, ERIC COOPER, ANTHONY MAGARO, YOUSEF KASSIM, JAMIE ALLEN, MITCHELL SHANE DENN, LINDSAY DENNIS, ELIZABETH LUTZ, (10:05AM), ANGELIQUE DE OLIVEIRA, (10:25AM)

WSA STAFF: ADRIAN LOPEZ, MARK MILTOIN, LOUIS TATUM, ANGELA BUSH, LINDA G. MARTINEZ, GABRIELLE HORBACH, MICHAEL DEFREES, BARBETTA WOMBACK, ROBERTO CORRAL, ESTHER METCALF, CRISTINA BALZALDUA, DR. ANDREA GUERRERO-GUAJARDO, CHUCK AGWUEGBO, BRENDA GARCIA, AARON SMITH, MELISSA SADLER-NITU, JOHN HERSHEY, JESSICA VILLARREAL

LEGAL COUNSEL: None

PARTNERS: None

GUEST: DAN GOSTYLO, REALTOR AND CHARLES JOHNSON, EXECUTIVE DIRECTOR, SOUTH CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY

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.

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) 272-3250.

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- I. CALL TO ORDER AND DETERMINE QUORUM
Presenter: Mr. Eric Cooper, Chair
At 10:00 a.m., Chair Cooper called the meeting to order. The roll was called, and a quorum was declared present.
- II. ROLL CALL
Presenter: Mr. Eric Cooper, Chair
- III. PUBLIC COMMENT
Presenter: Mr. Eric Cooper, Chair
No Public Comment
- IV. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Mr. Eric Cooper, Chair
No declarations of interest
- V. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)
Presenter: Mr. Eric Cooper, Chair
 - a. Meeting November 17, 2020 Minutes
Upon motion by Yousef Kassim and second by Leslie Cantu the Board unanimously approved the November 17, 2020 meeting minutes.
- VI. LOCAL PLAN DISCUSSION AND POSSIBLE ACTION
Presenter: Mr. Adrian Lopez, CEO and Dr. Andrea Guajardo, CIO
 - Chair Eric Cooper began by acknowledging and thanking Adrian Lopez and Dr. Andrea Guerrero-Guajardo with producing a great local plan.
 - Dr. Guajardo provided the Board with an update on the Local Plan, to include recommended changes.
 - Dr. Guajardo highlighted the target criteria:
 - o Primary Data Targets
 - Percent change $\geq 15.7\%$
 - Number change (absolute) ≥ 500
 - Mean Wage $\geq \$15.00$ hourly (\$31,200 annual)
 - o Secondary Data Targets:
 - Employment changes due to growth (not exits) ≥ 50

- Entry Wage >= \$15.00 hourly
- Help Wanted Online (HWOL) postings >= 300
- STEM related
- Staffing Pattern Target Industry
- Occupations identified by TWC as adding the most jobs or fastest growing
- Local Targets for Investment
- Local Wisdom
- In Demand Occupations Criteria
 - Percent change >= 15.7%
 - Number change (absolute) >= 500
 - Mean Wage >= \$15.00 hourly (\$31,200 annual)
- Dr. Guajardo also shared with the Board the feedback/comments received from Public Comment and from elected officials:
 - Consideration of Hospitality/Accommodations/Food Service for inclusion in the Local Plan. Propose strategies to address as a local priority.
 - Continue to pursue organizational economic study for Return on Investment (ROI)
 - Explore strategies for assessing applicability of skillsets across sectors/industries.
- Mr. Lopez addressed the next steps of the Local Plan.
 - Formalizing partnerships and more formal relationships with Alamo Academies and others
- Chair Cooper asked regarding the sector-based model, if a sector feels left out, because they're not a demand occupation and the demand occupation had variables that determine they're in demand specifically wage and if they increase their wages, potentially they become a demand occupation?
- Dr. Guajardo's reply, "yes". If a sector had a collective effort to increase the wages of some of its lowest paid workforce, it could potentially become a target, but that is a long conversation and influencing policy.
- Chair Cooper also asked, "How are we assisting the community with jobs/employment? Many are having difficulty paying bills, rent, etc.
- Mr. Lopez replied, "We are continuing to assist the community with the City funding providing training that may have stipends, on-the-job-training. We have those opportunities working closely with employers to fill positions. Additionally, we can train someone and decide after a certain period of whether they want to keep that individual to hire them on.
- Mr. Lopez also informed the Board a new Director of Public and Government Relations, Cristina Bazaldua. She has made a wonderful job making connections with local media. She has secured a weekly segment on KSAT-12 highlighting job opportunity, job, fairs, connecting job seekers to employers. For example, WOAI, will be having a segment every Tuesday, reflecting opportunities that WSA would bring to the table.
- Ms. Cristina Bazaldua added, to meet the needs of our clients, we are also using our social media platforms to advertise job fairs, food distribution, vaccines, any type of resources are being posted.
- Mr. Shane Denn asked if WSA works in conjunction with any of the building

trades, apprenticeships in San Antonio? They receive WIOA funding each of the building trades internship programs and the entry level wage is at least \$15/hr. Do we bring applicants to them?

- Mr. Denn also added he could make the communication lines better between WSA and the building trade apprenticeships.
- Mr. Mark Milton stated WSA is making connections and promoting WSA services to those agencies and welcomed his assistance. The challenge has been to finding workers that meet the specific occupations requested.
- Chair Cooper addressed the infographic on page 22 and how it provided all the information in a snapshot and requested to have a similar infographic for the overall Local Plan.

VII. PROCUREMENT UPDATE DISCUSSION AND POSSIBLE ACTION

Presenter: Louis Tatum, CFO

a. Floresville Location

- Mr. Lopez provided the Board with an update on the Floresville location. The Board requested Mr. Lopez and WSA staff work closely with elected official, Judge Richard Jackson regarding Floresville location. Mr. Lopez informed the Board he contacted Judge Jackson and he supports WSA's relocation and hoped the improvements or renovations would suite WSA's needs, and staff could occupy the space soon.
- Mr. Dan Gostylo also added he contacted the Floresville location landlord, and an architect was hired. The next step is to have someone from WSA that is familiar with the location to provide input to the architect to lay out the plan for the space.

b. Marbach Update

- Mr. Gostylo, WSA Broker, provided the Board with an update on the Marbach location. An initial search and a secondary search were done in which at least 8 or 10 locations were found. These were narrowed down to 3 options.
 - Option 1- to stay at the current location and renew the lease.
 - Option 2 – a shopping center on Highway 90, Shops at 90
 - Option 3 – Port SA. We have been provided proposal to go into their location.
 - Lease will be up May 31, 2021 and requesting an extension 6-9 month.
- Ms. Jamie Allen asked if public transportation has been taken into consideration for and easy access for our clients?
- Mr. Lopez, replied, one of the things we evaluate for our sites is accessibility to our sites to our clients.

Upon motion by Angelique De Oliveira and second by Elizabeth Lutz the Board unanimously approved allowing the WSA staff to negotiate for an additional 12 months in addition to the lease at Marchbach location.

VIII. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

a. Status of Procurement Diversity Policy

- Mr. Lopez provided the Board with an update on the request into developing a diversity program to promote contracting opportunities to Small, Minority, Women, and Veteran Owned Business Enterprises (SMWVBE).
- WSA does not currently have a SMWVBE Program nor policy, the first part of the development of a program is to look at existing data.
- The goals of the SMWVBE Program would be encourage Small, Minority, Women and/or Veteran Owned Business to participate in the competitive bid processes for all goods and services needed by the WSA. The objective is to increase business opportunities and to stimulate economic growth while considering diversity. The SMWVBE Program assures that qualified, certified SMWVBE vendors are considered and utilized in the procurement of all goods and services.
- Based on a Purchase Order report pulled from WSA fiscal database, there are currently 360 vendors that are under contract with WSA for goods and services
- Staff sent the list of vendors to the South Texas Regional Certification Agency to cross reference this data with their database. In addition, Staff downloaded Bexar County's Small Business and Entrepreneurship Department Contract and Diversity Management System. Of the 360 vendors, 31 were identified as certified a SMWVBE.
- Mr. Executive Director, South Central Texas Regional Certification Agency, explained the primary function of his agency is to certify small businesses.
- A disparity study is warranted.
- Ms. Jamie Allen asked if there were any fees associated with their services.
- Mr. Johnson replied, we will have to see what category WSA falls under and the structure then go from there.
- Ms. Jamie Allen requested to go into Executive Session to discuss further the Procurement Diversity Policy.
- Mr. Lopez, clarified, Legal Counsel was not present, and Committee cannot go into Executive Session.
- Ms. Jamie Allen added this can be discussed at a later Board meeting and the information she wanted to share with the Board members was informative.
- Ms. Jamie Allen recommended send out a self-identifying email to WSA vendors and ask what they consider themselves, because they may not be certified or Texas HUBs.
- Mr. Yousef Kassim stated his application to certify as a minority owned business was denied because of the way they define a minority owned business. His ethnicity was considered white and not Middle Eastern.
- Ms. Jamie Allen requested Mr. Lopez also get with TWC to see what their aspirational and contracting goals are.

IX. CHAIR REPORT

Presenter: Mr. Eric Cooper, Chair

- Mr. Cooper proposed to the Committee to continue to work on the Local Plan, advocating, reminding, updating.

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- Mr. Cooper also recommended having a WSA staff member monitor real estate turn over to be proactive and the timelines of when the leases will be expiring.

X. Executive Session: **No 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.

XI. ADJOURNMENT

Presenter: Mr. Eric Cooper Chair

Upon motion by Jamie Allen and second by Yousef Kassim the Board unanimously approved adjourning the meeting at 10AM.