



## **STRATEGIC COMMITTEE MEETING MINUTES**

Workforce Solutions Alamo  
100 N. Santa Rosa, Suite 120  
San Antonio, TX 78207  
March 1, 2022  
9AM

**BOARD MEMBERS:** Eric Cooper, Committee Chair, Mitchell Shane Denn, Lindsay Dennis, (9:03am); Elizabeth Lutz, Ben Peavy, (9:05am); Tony Magaro, Leslie Cantu, Yousef Kassim, Esmeralda Perez

**WSA STAFF:** Adrian Lopez, Angela Bush, Linda G. Martinez, Gabrielle Horbach, Dr. Andrea Guerrero-Guajardo, Brenda Garcia, Manuel Ugues, Jeremy Taub, Chuck Agwuegbo, Caroline Goddard, John Hershey, Roberto Corral, Rick Zamarripa,

**LEGAL COUNSEL:** None

**GUEST:** Rebekah Guajardo, Diana Luna, Daisy Vega, Jalil Peoples-C2

**PARTNERS:** Mike Ramsey, David Marquez

### **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  
**Upon motion by Board Member Lindsay Dennis and 2<sup>nd</sup> by Board Member Tony Magaro the Board unanimously approved the November 10, 2021 meeting minutes.**
- VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Angela Bush, CFO  
Angela Bush, CFO provided an overview of the below agenda items to the Strategic Committee.
  - a. Facility Updates: Boerne, Floresville, Port SA; San Antonio Food Bank
    - The San Antonio Food Bank and WSA co-location opened on February 28, 2022. This initiative will strengthen the partnership between WSA and the San Antonio Food Bank by integrating and expanding employment and training services available for individuals who access services from the Food Bank. The facility was updated with new furniture, equipment, and technology.
    - Marbach lease has been negotiated and signed. The target completion of new facility is Fall 2022.
    - The lease for the Walzem location will expire 2023. A market analysis will be

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conducted and provided to the Strategic Committee in July 2022.

- The Marbach lease expires on May 31, 2022. The Board of Directors approved a relocation and renovation of a new facility at Port San Antonio. This location is approximately 18,000 sq. ft. that will be customized to fit the needs of the board. The Port is also providing a tenant improvement allowance of up to \$1,575,000 which equates to approximately \$90 per sq. ft.
  - The lease was fully executed on February 22, 2022. A project plan will be developed to customize the needs of the board to align with the sector-based model supporting needs of job seekers, employers, and partners.
  - The Boerne Center is a high-quality workforce center that was relocated and renovated. It is now located in an office park with greater visibility, adding updated equipment, technology, and furniture. The soft opening of this location was December 1, 2021 and the grand opening is scheduled for March 23, 2022.
  - The Floreseville Center was relocated and renovated to a larger suite with greater visibility. This location will have two additional offices for partners and employers, with updated equipment, technology, and furniture.
  - Ms. Bush also introduced Jeremy Taub as the new Contracts and Procurement Director.
- b. Procurement Diversity Policy Update (SWMVBE)
- Ms. Bush, CFO updated the Strategic Committee on the Small Women, Men, and Veteran Business Enterprise policy.
  - Fiscal created a segment for each SWMVBE Vendor Type in MIP, fiscal system.
  - Procurement Department is identifying vendor types to generate current and historical SWMVBE expenditures.
  - Procurement Department is also proactively engaging in and networking events to promote local SWMVBE Programs and include SWMVBE vendors when purchasing good and services.
  - The SA 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 Guajardo, CIO provided the Strategic Committee with an update on the Local Plan.
- a. Local Plan
- The update on the progress of the implementation of the 2021-2024 Local Plan and to provide current Labor Market Information to the Strategic Committee of the WSA Board of Directors.
  - 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 MOUs.
  - Board staff also present 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.
  - WSA hosted its first Manufacturing Employer Collaborative on February 24, 2022 at the WSA South Flores Career Center. This event replicated 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. Employers were asked to identify the greatest challenges to hiring and what positions and credentials are in the highest demand. The results of this survey and other topics were the foundation for a facilitated discussion led by Bill Rafferty of the Southwest Research Institute. Education and training partners were also in attendance as observers to the conversation and will participate in future discussions.
  - Business Solutions Team, Rebekah Guajardo, liaison for IT, Finance and Education; Diane Luna, liaison for Healthcare, Hospitality and Non-Profit; Daisy Vega, liaison for Manufacturing, Aerospace, and Local Government; and Jalil Peoples, liaison for Construction, Logistics, Oil & Gas each highlighted events and provided a brief update on the sectors they work with.
- b. Labor Market Data
- Dr. Guajardo presented the Alamo Labor Force Statistics to the Strategic Committee. Information is released by TWC monthly basis and data is also on WSA website. There are more people seeking employment now than pre-pandemic. There was discussion on how to get people to work and fill the open positions. There are too many jobs and not enough workers. Dr. Guajardo included a visual of the Alamo Workforce ecosystem to the committee.
- c. Strategic Partnership Update- Caroline Goddard, Strategic Community Partnerships Manager
- Ms. Goddard laid out the following priorities:
    - Program knowledge; Center site visits to rural and urban; MOU's and data sharing agreement; Workforce Academy, Request for Proposals, Ready to Work and Good Jobs Challenge; Strategic, Innovative, and Collaboration partnerships.
  - Mr. David Marquez asked if there is a package that can be offered to foster children that will be exiting the foster system.
  - Dr. Guajardo recommended Caroline and Shantelle present at the Childcare Welfare Board. Mr. Rick Zamarripa and Gabrielle Horbach also offered their assistance.
  - WSA also provides letters of support to other partners and she follows up gathering data, outcomes and results.

## VIII. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

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- CEO Lopez stated he is currently working with VIA Transit to provide additional bus stops at Port San Antonio, where the Marbach Center will be re-located.
  - There are approximately 60,000 people annual that visit the Marbach Center.
  - The partnership with San Antonio Foodbank is first of its kind, WSA is co-located at the SAFB and will have a warm hand-off of clients seeking assistance.
- a. Ready to Work Consortium Update
- SA: Ready to Work is funded by a 1/8-cent sales and use tax collected through December 2025. This is a one-of-a-kind program to help San Antonio residents find easy access to education and to quality jobs.
  - The \$200M program offers residents the following benefits:
    - o Tuition
    - o Support services
    - o Emergency funding
    - o Job placement services
  - The target industries are health, information technology/cybersecurity, construction/architecture/utilities, education, aerospace/manufacturing, oil & gas/warehousing & transportation/finance. These jobs pay at least \$15/hr., have multiple entry points and opportunities for job growth.

IX. CHAIR REPORT

Presenter: Mr. Eric Cooper, Committee Chair

- X. 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, Committee Chair

**Board Member Ben Peavy motioned to adjourn the meeting, 2<sup>nd</sup> by Board Chair Leslie Cantu. Meeting adjourned at 10:22AM.**