



## **STRATEGIC COMMITTEE MEETING MINUTES**

Workforce Solutions Alamo  
100 N. Santa Rosa, Suite 120  
Board Room  
San Antonio, TX 78207  
November 10, 2021  
1PM

**BOARD MEMBERS:** Eric Cooper, Committee Chair, Mitchell Shane Denn, Lindsay Dennis Angelique De Oliveira (in-person-interim Committee Chair for Eric Cooper); Tony Magaro

**WSA STAFF:** Adrian Lopez, Mark Milton, Angela Bush, Linda G. Martinez, Gabrielle Horbach, Chakib Chehadi, Dr. Andrea Guerrero-Guajardo, Brenda Garcia, Manuel Ugues, Latifah Jackson, Cristina Bazaldua, Chuck Agwuegbo, Caroline Goddard, John Hershey, Roberto Corral, Rick Zamarripa,

**LEGAL COUNSEL:** None

**GUEST:** None

**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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**Meeting Number & Access Code: 2487 830 0987**

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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 1:16p.m., Chair Cooper was online and called the meeting to order and delegated Board member Angelique De Oliveira as interim Strategic Committee Chair to meet the in-person TWC virtual meeting requirement.**

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

**No Public Comment**

IV. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Mr. Eric Cooper, Committee Chair

**No conflict of interest.**

V. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mr. Eric Cooper, Committee Chair

a. Meeting Minutes – September 17, 2021

**Upon motion by Board Member Lindsay Dennis and 2<sup>nd</sup> by Board Member Tony Magaro the Board unanimously approved the Sept. 17, 2021, meeting minutes.**

VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Latifah Jackson, Director Contracts and Procurement

a. Pleasanton Lease

- Workforce Solutions Alamo (WSA) currently has a lease agreement with Coastal Bend College, that expires on January 31, 2022. WSA needs a high-quality workforce center in the Pleasanton area and has researched potentially feasible options. Coastal Bend College provides the best location and value on the market analysis.
- The current lease has an option for an extended term of 36 months. The current monthly base rent is \$2,503.66 and, the proposed monthly base rent is \$2,503.66. The center is 2,344 SQF.
- The monthly base rent will be \$2,503.66 for the term of the lease. The monthly rate includes utilities, maintenance of the facility (inclusive of HVAC and plumbing), electrical wiring, permanent lighting fixtures and pest control.

- Staff has performed a market analysis and similar properties do not meet WSA specifications.
- Local elected officials were contacted and would like for WSA to stay at the Coastal Bend location.

**Upon motion by Board Member Lindsay Dennis and 2<sup>nd</sup> by Board Member Eric Cooper the Board unanimously approved the Pleasanton Lease.**

b. Lease Reports

- Ms. Jackson informed the Strategic Committee of upcoming leases that will expire.
- Marbach lease will expire May 2022 and Board of Directors approved the relocation of Marbach to Port SA.
- San Antonio Food Bank lease has been approved by Board of Directors and WSA is finalizing.
- CEO Lopez also added that TWC's Vocational Rehabilitation staff did not wish to be located at the SA Port. One of the concerns was the lack of a bus stop near the location.
- CEO Lopez also stated he was having a meeting with the regional director and Mr. Serna to discuss these concerns.

c. Boerne and Floresville Grand Opening

- Ms. Jackson informed the Strategic Committee of the upcoming grand openings for Boerne will be in March 2022 and Floresville tentative January 2022.

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

Presenter: Dr. Andrea Guerrero-Guajardo, CIO

a. Local Progress

- Dr. Guajardo provided the Strategic Committee an update on the process of the Local Plan. WSA had its first health collaborative with employers focusing on healthcare sector.
- Additionally, employers are being 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 Dr. Sammi Morrill, WSA Board Member. Education and training partners were also in attendance as observers to the conversation and will participate in future discussions.
- CEO Lopez added one of the partners in the healthcare collaborative is willing to donate health care equipment, i.e., mannequins, hospital beds, etc.

VIII. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

a. Ready to Work Consortium Proposal

- CEO Lopez provided an update to the Strategic Committee on the SA Ready to Work proposal. WSA and several SA Ready to Work Consortium partners participated in an interview with CoSA.
- CEO Lopez also stated WSA is working closely with the consortium partners on Good Jobs Challenge a grant totaling approximately \$25M.

## IX. CHAIR REPORT

Presenter: Mr. Eric Cooper, Committee Chair

- Chair Cooper asked for an update on the Small, Minority, Women and/or Veteran Owned Business Enterprises (SMWVBEs).
- Ms. Jackson stated WSA is working with Bexar County, doing a cross-check on vendors and will provide an update to the Strategic Committee at the next committee meeting.
- WSA will participate in the SMWVBE Conference hosted by Bexar County December 8, 2021.
- Mr. Mike Ramsey, Executive Director, Economic Development, CoSA added SA Ready to Work will have a soft launch in 2022.

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

**Meeting adjourned at 1:59PM.**