



OVERSIGHT COMMITTEE MEETING - MINUTES

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

February 3, 2023

9:10 AM

BOARD MEMBERS: Dr. Sammi Morrill, Committee Chair (in-person), Leslie Cantu, Esmeralda Perez, Allison Greer Frances

WSA STAFF: Adrian Lopez, Katherine Pipoly, Giovanna Escalante-Vela, Penny Benavidez, Jessica Villarreal, Jeremy Taub, Chuck Agwuegbo, Dr. Federico Ghirimoldi, Dr. Ricardo Ramirez, Linda Martinez, Rebecca Espino Balencia, Manuel Marquez, Gabriella Horbach, Brenda Garcia, Roberto Corral, Manuel Ugues, Angela Bush, Aaron Smith, Rick Garcia, Terry Trevino, Trema Cote, Vanessa McHaney

LEGAL COUNSEL: None.

GUEST: None.

AMENDED 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 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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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. Sammi Morrill, Committee Chair
At 9:10 am, Chair Dr. Sammi Morrill called the meeting to order. The roll was called, and a quorum was declared present.
- II. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Dr. Sammi Morrill, Committee Chair
None.
- III. PUBLIC COMMENT
Presenter: Dr. Sammi Morrill, Committee Chair
None.
- IV. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION) MEETING MINUTES – November 18, 2022
Presenter: Dr. Sammi Morrill, Committee Chair
Upon motion by Leslie Cantu and second by Allison Greer Francis, the Committee unanimously approved Consent Agenda Meeting Minutes for November 18, 2022.
- V. PROGRAMS & OPERATIONAL (DISCUSSION AND POSSIBLE ACTION)
Presenter: Katherine Pipoly, COO
 - a. Performance, Programs and Operational Updates
 - MPR 2022 YTD Credential Rating is an area that needs improvement. Part of the reason is due to training providers not having to provide a credential once training is complete.
 - Ready to Work has exceeded 500 participants enrolled but still needs work in this program to reach out and enroll families.
 - TWC has set a performance rate at 11,427 for FY23 in childcare. The current YTD for FY23 is 10,681 and performance is being met at 93.47%.

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- There are 568 childcare centers in the Alamo region that need to meet Texas Rising Star quality. Currently 140 centers, or 25%, have met TRS. By October 2024, all 568 centers need to be TRS certified in order to obtain the childcare scholarships. Dr. Sammi Morrill asked if the next report can include ‘Risk Factors’.
- Workforce Grants and Project Updates: SEAL program is getting a headstart this year to get agreements signed in connection with vocational rehabilitation.
- WSA has submitted an application for the Teacher Externship program for the new funding cycle and is awaiting a response.
- Disaster Recovery NDW-Winter Storm is at 99.6% of funds expended.
- Disaster Recovery NDW-COVID19 is at 89% of funds expended and is projected to fully expend the funds by March 2023.
- Jet Grant awardees have received \$1.27M in funding and 1,600 students will be served.
- Hiring Red, White & You! veterans job fair will be held in November 2023. Exact date and time to be determined.
- Career in Texas Industries program had an event with Harmony Hills ISD in January.
- FY23 WIOA Youth is on track at 50% of the annual goal.
- Ready to Work program has 525 participants in training and two pledged employers that have hired trained participants are USAA and HEB. Reach out efforts for the Ready to Work program include weekly ‘coffee calls’, tours around the city, and feedback to RTW Advisory Council.
- Summer TANF Initiative has been approved by TWC for \$800,000.

i. Program Policy Updates

- WIOA 53 Basic Skills Deficiencies – Allowable Assessments: Permit contractors to use additional assessment instruments such as CASAS, Prove It, and other similar skill assessment tools as approved by TWC.
- MR 679 Individual Training Account Policy – Allowable Training Cost: Eliminating the current funding limitation and basing allowable cost of training on average area tuition rate.
- WIOA 54 Comprehensive Objective Assessment – Basic Skills Deficiency: Reduce the TABE scoring requirements as the current requirements are too high and result in additional barriers for job seekers.

Upon motion by Allison Greer Frances and second by Leslie Cantu, the Committee unanimously approved Program Policy Updates WIOA 53 Basic Skills Deficiencies, MR 679 Individual Training Account Policy, and WIOA 54 Comprehensive Objective Assessment.

b. Aspen Institute

- Key factors aligning WSA Local Plan and Sector-Based framework: prioritizes strategies promoting systems change, partnership across

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- multiple sectors of the workforce ecosystem, and directly builds upon the best practices associated with the Sector-Based model.
- Workforce Ambassador Program launched January 2023.
- The WLA Advisory Council has about 20 advisors with 5 representing the rural communities.
- Fellow application and selection schedule: January 12 – Fellowship applications open, February 24 – Application portal closes, February 27 – Advisors connect to review applications, March 6 – WLA Advisors submit Fellow selection, March 10 – Fellows announced.
- The Fellows will be located and working within the Alamo Region with 20% in rural and 80% in urban. They will be leaders across the ecosystem, from non-profit organizations, business associations, community colleges and universities, union-based training efforts, and public agencies. They will be in a leadership position with decision-making authority, engaged in or planning workforce development, interested in designing and implementing strategies, committed to achieving equity, and eager for the opportunity.
- The Academy Timeline: March – Opening retreat, April-October – Academy sessions and collaborative labs, November – Closing retreat, December – “The Pitch” collaborative learning labs and graduation.

VI. PROCUREMENT BRIEFING (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jeremy Taub, Director of Procurement and Contracts

a. ATEAMS for Teacher Externship >\$150k

- This program provides an externship for participating educators of high demand skill sets needed for the top industries and occupations; they can take this experience back to the classroom.
- The recommended Contractor will work with educators to enhance their teaching practices through professional development to create and implement externship-focused lessons.
- WSA awards the purchase of Teacher Externship Program Services to ATEAMS in the amount of \$162,500.
- The term of the contract will be effective upon award for initial twelve-month period and may be renewed contingent upon available funding.

Upon motion by Leslie Cantu and second by Esmeralda Perez, the Committee unanimously approved ATEAMS for Teacher Externship.

b. Small, Minority, Women and/or Veteran Owned Business Enterprises, SMWVBE Updates

- Current progress: online vendor registration used to collect vendor SMWVBE/HUB status, survey current vendors to self-identify, working to record childcare provider status as information becomes available, utilizing online search tools to assist in identifying vendors, continue to track and report expenditures, and SBEDA requirement with COSA with Ready to Work contract is currently meeting reporting requirements.

- 14.75% of corporate expenditures are SMWVBE, below annual aspirational goal of 20%, but higher than 7.62% in the same period last year. 100% of SMWVBE are small businesses. There are no new vendors in October and November. 26 total vendors on file through November 30, 2022.
- For childcare providers, 317 of 557 at 56.91% have no designation and 240 of 557 at 43.09% have SMWVBE status.

c. RFP Updates

- The RV Mobile Workforce Unit is anticipated to be awarded in February 2023.
- Management and Operation of Workforce Solutions Alamo – American Job Centers for Adult Program Services is in process and anticipated award date is June 2023.
- Professional Recruitment Services is being evaluated and anticipated award date is February 2023.
- Commercial Real Estate Broker Services is in process and anticipated award date is April 2023.
- Maintenance, Electrical, and Plumbing Services are being solicited and evaluated and anticipated award dates are February 2023.
- Proposal Evaluators Services (Adult) is in process and anticipated award date is February 2023.

VII. BRIEFING: QUALITY ASSURANCE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Ricardo Ramirez, Director Quality Assurance

a. Quality Assurance Update

- TWC completed it's Annual Monitoring of WSA. The preliminary Exit Conference Report identified some areas for continuous quality improvement. The final report has not yet been received. If a report is received for Audit Resolution, then WSA will have 45 days to resolve.
- TWC is currently monitoring Child Care Services and SNAP E&T.
- WSA contracted Ms. Christine Nguyen, CPA, to provide external program monitoring services including WIOA grants (Adult, Dislocated Worker, and Youth), TANF/Choices, Child Care Services, SNAP E&T, and Ready to Work.
- Current external monitoring engagements are COSA Child Care Services and Ready to Work.
- Current internal monitoring engagements are SNAP E&T, Trade Adjustment Assistance, and National Dislocated Worker.
- Other activities include TWC's Annual Monitoring, WSA Policy Review, Asset Management, Customer/Employer Surveys, Local Plan, and One-Stop Adult RFP.

b. Monitoring Outcomes and Technical Assistance

- For FY21-22, SEAL is at 90%, Teacher Externship is at 99.3%, and Teacher Externship Stipends is at 100%.

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- Board staff offers Technical Assistance to partners when outcomes fall below expected goals. TA plans include several components such as updating policies and procedures, staff training, additional internal monitoring, and increased oversight. Successful strategic require the identification of root causes and the implementation of adequate actions.

VIII. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. SA Ready to Work Update
 - WSA is conducting an analysis of the fiscal impact of the program.
 - Staff is working diligently to increase the number of participants.
- b. Population Association of American Annual Meeting 2023
 - Dr. Federico Ghirimoldi has been chosen to make a presentation at this event in April 2023.
- o Final interviews are being conducted for the CFO position. First interviews for the CIO position have been conducted.

IX. CHAIR REPORT

Presenter: Dr. Sammi Morrill, 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.**

X. ADJOURNMENT

Presenter: Dr. Sammi Morrill, Committee Chair

Chair Dr. Sammi Morrill adjourned the meeting at 10:15 am.

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