



## **MINUTES EXECUTIVE COMMITTEE MEETING**

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

**November 15, 2024**

**10:00 AM**

**BOARD OF DIRECTORS:** Leslie Cantu, Eric Cooper, Mary Batch, Anthony Magaro, Dr. Sammi Morrill, Yousef Kassim and Ana DeHoyos O'Connor

**STAFF:** Adrian Lopez, Rebecca Espino-Balencia, Eric Vryn, Ricardo Ramirez, Kristen Rodriguez, Rebecca Espino Balencia, Victoria Rodriguez, Gabriela Navarro Garcia, Chuck Agwuegbo, Jessica Villarreal, Maria Martinez, Vanessa Garcia, Avis Burrow, Ruby Sanders, Alfred Salazar, Christine Dever, Trema Cote, Gregory Villines, George Mazariegos

**Partner STAFF:** Mike Ramsey

**LEGAL COUNSEL:** Frank Burney and Carter Scharmen

**GUESTS:** Daisey Vega, Brenda Garcia, Robert Corral, Frank Martinez, Chakib Chehadi, Ramsey Olivarez, Janel Santos

### **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 Teresa Chavez at (210) 452-9405.

***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 the 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 Teresa Chavez, (210) 452-9405.

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**During the Public Comments portion of the meeting (Agenda Item 4), 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.**

Workforce Solutions Alamo is an equal opportunity employer/program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Teresa Chavez at (210) 452-9405 so that appropriate arrangements can be made. Relay Texas: 1-800- 735-2969 (TDD) or 711 (Voice).

**I. CALL TO ORDER**

Presenter: Leslie Cantu, Committee Chair -**Meeting call to order at 10:00AM**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Leslie Cantu, Committee Chair- **Roll call was called, and quorum was declared.**

**III. DECLARATIONS OF CONFLICT OF INTEREST**

Presenter: Leslie Cantu, Committee Chair - **NONE**

**IV. PUBLIC COMMENT**

Presenter: Leslie Cantu, Committee Chair - **NONE**

**V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Leslie Cantu, Committee Chair

**Pg.12**

**Upon motion by Director Batch and second by Director Morrill, the Committee unanimously approved the following:**

- a. Meeting Minutes – September 13, 2024
- b. Texas A&M University Presentation
- c. Local Plan
- d. Child Care Quality Areas of Focus for 2025
- e. Child Care Rural Visits Calendar
- f. Success Stories
- g. In- Person Youth Success Story
- h. Student Outcomes Data Report
- i. TX FAME Announcement
- j. Bandera Lease
- k. Hondo Lease
- l. Pleasanton Lease
- m. O'Connor
- n. Port SA
- o. Mobile Unit
- p. WSA 2025 Local Plan Development Update
- q. TX FAME
- r. Department of Labor
- s. Update on Services Provided by County
- t. TX FAME
- u. SEAL NDEAM
- v. Workforce One
- w. A Closer Look: WIOA Youth Program
- x. Ready to Work Update
- y. Client Expenditure Analysis

z. County by County Expenditure Analysis

VI. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) **Pg.97**

Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair

- a. Child Care Services 11 Policy Update
- b. Childcare Performance Briefing
- c. Texas Rising Star Assessment Update

**In the absence of the Chair Ana DeHoyos, Jessica Villarreal reported. Unofficially, WSA's YTD average for childcare performance is 103%. As to Texas Rising Star Centers, WSA reports that it has 279 certified centers.**

**Upon motion by Director Anthony Magaro and second by Director Sammi Morrill, the amendment to CCS11, C8 was unanimously recommended for approval to the Board (addressing children receiving discretionary funded childcare scholarships). Anthony Magaro recommended to remove fiscal year 2024 as indicated on the slide.**

VII. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) **Pg.106**

Presenter: Anthony Magaro, Youth Committee Chair

- a. Youth Program Briefing and Performance
- b. Career Exploration

**Chair Anthony Magaro noted that YES (Youth Employment Services) has had great success, with large outreach (over 7,000 services). Jobs Y'all Showcase and SA Construction Career and Trades Day were a great success as well.**

VIII. STRATEGIC COMMITTEE MEETING (DISCUSSION AND POSSIBLE ACTION) **Pg.114**

Presenter: Eric Cooper, Strategic Committee Chair

- a. Local Plan

**Chair Eric Cooper asked CEO Adrian Lopez to provide an update on his outreach to all counties in WSA area to hear comments on the Local Plan. He also mentioned the inclusion of a new Statewide Action Plan covering a 4-year period. Key issue is always Target Industries with primary focus. Over 100 businesses and ninety-one partners have been contacted for input to the Plan. Plan will go to Board in February/March 2025, then to C of 6, and finally to State.**

IX. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) **Pg.127**

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

- a. Quality Assurance Update – TWC Monitoring
- b. TWC Performance – Upcoming Target Changes
- c. Risk Analysis
- d. Ready to Work

**Dr. Sammi Morrill and Ricardo Ramirez reported on a positive report on TWC monitoring with minor compliance issues and zero disallowed costs. TWC also recertified WSA's monitoring procedures. External monitor also identified some areas that need additional work but overall strong compliance in NCP, TANF, Youth Services, and Ready to Work. Quality Assurance is meeting with vendors/contractors to address areas of concern, with focus of PII and Priority of Service.**

**Mr. Eric Vryn reported on his risk analysis of Ready to Work program.**

**Director Sammi Morrill congratulated WSA staff on working on programs but also prioritizing monitoring.**

**X. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION) Pg.147**

**Presenter: Mary Batch, Audit & Finance Committee Chair**

- a. Teacher Externship**
- b. Legal Consulting Services**
- c. HR Consulting Services**
- d. New Facility Lease- Bandera**
- e. New Facility Lease- Hondo**
- f. New Facility Lease- Pleasanton**
- g. Financials**

**Kristen Rodriguez provided a review of RFPs for teacher externships, legal, HR Consulting, and facility leases. CEO Adrian Lopez provided a review of financials with most programs meeting target objectives and grants from Toyota and Area Foundations.**

**Upon motion by Director Anthony Magaro and second by Director Yousef Kassim, the Committee unanimously recommended for approval to the Board a contract with ATEAMS for 1 year, with 4, 1-year options at a cost of \$162,251 annually.**

**Upon motion by Director Sammi Morrill and second by Director Yousef Kassim, the Committee unanimously recommended approval to the Board for a legal contract with Martin & Drought for an initial term of 1 year, with 5, 1-year options at an annual cost of \$103,200.**

**Upon motion by Director Anthony Magaro and second by Director Yousef Kassim, the Committee unanimously recommended for approval to the Board a HR contract with Caldwell Clark law firm for one year with 5, 1-year renewals at an annual cost of \$53,712.**

**Upon motion by Director Yousef Kassim and second by Director Anthony Magaro, the lease for Bandera facility for initial term of 5 years with 2, 5- year options was unanimously recommended for approval to the Board at annual rent of \$28,800.**

**Upon motion by Director Sammi Morrill and second by Director Anthony Magaro, the lease for Hondo facility for initial term of 3 years with 3, 3-year options were unanimously recommended for approval to the Board at annual rent of \$31,725.**

**Upon motion by Director Anthony Magaro and second by Director Yousef Kassim, the lease for Pleasanton facility for initial term of 3 year, with 3, 3-year options were unanimously recommended for approval to the Board at annual rent of \$30,044.**

**XI. CEO REPORT Pg.172**

**Presenter: Adrian Lopez, CEO**

- a. Media Report- Presenter: James Keith, Director of Public & Government Relations**
- b. Recap Meeting with Senator Jose Menendez**
- c. New Organizational Chart**
- d. TX FAME**
- e. Red, White & You Event**
- f. Children at Risk**

- g. CPS Grills Giving Event
- h. United Way Campaign

**Mr. James Keith reported on the success of media/PR outreach with google ads and digital billboards and specialized events/programs.**

**CEO Adrian Lopez reported on the meeting with Sen. Menendez and a new Org Chart (new assistant director of administration and several staff changes—Director Adrian Perez has resigned and promotion of Ms. Maria Martinez to Interim HR Director). Reported on the United Way Campaign with over 49% participation and surpassed last year's goal. Workforce Solutions Alamo Board staff collectively pledged a remarkable \$5,000 highlighting their commitment to making a difference in our community.**

## **XII. CHAIR REPORT**

Presenter: Leslie Cantu, Committee Chair

**Chair Leslie Cantu thank all Executive Committee members for serving on the Board and their Leadership, their continued commitment to the community, to the organization, also thank the Board staff and contractors for all that they do. Mary Batch thanked the Board staff for all their efforts with the Red, White & You event. Anthony Magaro thanked Adrian Lopez and the Board staff and Leslie Cantu for her involvement, her continued push for new areas in innovation and her passion.**

## **XIII. EXECUTIVE SESSION: NONE**

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may move 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;
- d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

## **XIV. ADJOURNMENT**

Presenter: Leslie Cantu, Committee Chair

**There being no further business, a motion was made that the meeting adjourn by Leslie Cantu and Mary Batch. The motion carried unanimously. The meeting adjourned at 11:48AM.**