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**MINUTES ANNUAL BOARD OF DIRECTORS MEETING**

Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120,  
Boardroom San Antonio, TX 78207  
December 12, 2025  
10:00 AM

**Attendees:** Leslie Cantu (Chair), Mary Batch, Esmeralda Perez, Anthony Magaro, Yousef Kassim, Jennifer Lange, Jerry Graeber, James Golsan, Jim Robertson, Tasha Schmidt, Lisa Navarro Gonzalez, Elizabeth Lutz, Ana DeHoyos O'Connor, Charles Camarillo, Dr. Sammi Morrill, Kelli Rhodes, Edward Trevino, Jr., Dawn Dixon, Eunice Grant, Yvonne Addison

**Partners:** None

**WSA Counsel:** Jon Lowe, Martin & Drought, P.C.

**Staff:** Adrian Lopez, Eric Vryn, Maria Martinez, Paul Briseno, Penny Benavidez, Gabriela Navarro Garcia, Kristen Rodriguez, Rebecca Espino Balencia, Victoria Rodriguez, Sandra Alvarez, Gabriela Horbach, Ramsey Olivarez, Sylvia Perez, Lisa Elizondo, James Young, Valarie Carmona, Janel Santos, Kimberly Gomez

**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 the meeting. Questions relating to these rules may be directed at Janel Santos at (210) 850-2160

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 a 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.

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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 host of the meeting will call each member of the public for comments; in 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 accommodation should contact Janel Santos at (210) 850-2160 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

**I. CALL TO ORDER**

Presenter: Leslie Cantu, Board Chair

**At 10:02 a.m., Chair Cantu called the meeting to order.**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Leslie Cantu, Board Chair

**The roll was called, and a quorum was declared present.**

**III. DECLARATIONS OF CONFLICT-OF-INTEREST**

Presenter: Leslie Cantu, Board Chair

**None.**

**IV. PUBLIC COMMENT**

Presenter: Leslie Cantu, Board Chair

**None.**

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

Presenter: Leslie Cantu, Board Chair

**Upon motion by Director Magaro and second by Director Batch, the Board unanimously approved the following Consent Agenda:**

- a) Meeting Minutes – September 12, 2025
- b) Guadalupe Child Care Community Needs Assessment
- c) Inclusion Grant Recipient through Texas Mutual Grant: Paulina Villa, Inclusion Coordination Specialist at JOY Holistic Education
- d) Inclusion Grant Recipient through Texas Mutual Grant: Kristine Luisi, Director of Early Learning Center of St Mark’s Presbyterian
- e) Equus Workforce Solutions Introduction
- f) Early Matters
- g) Texas A&M University San Antonio
- h) United Way
- i) Pre-K for SA
- j) In-Person Youth Success Story
- k) Jobs and Education for Texans (JET) Grant Program
- l) Contractor Showcase
- m) Policy Updates
- n) Alamo Colleges & WSA Partnership
- o) Ready to Work Update
- p) Client Expenditure Analysis
- q) County by County Expenditure Analysis

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

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

**Chair DeHoyos O’Connor yielded the floor to WSA Staff Member Kimberly Gomez, who provided updates to the Board on the following:**

- a) Child Care Service Transition
- b) Texas Rising Star Update
  - i. Waivers
- c) Alamo Quality Pathway (AQP) Conference
  - i. Workforce One Bus Survey
- d) Community Feedback Survey: Planning for Quality

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

Presenter: Anthony Magaro, Youth Committee Chair

**Chair Magaro had left the meeting, and Ms. Rodriguez was called on to provide the report. Ms. Rodriguez provided updates to the Board on the following:**

- a) Youth Program Briefing and Performance
- b) Career Exploration Events
- c) TX FAME Update
- d) San Antonio Rodeo Association Update

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

Presenter: Eric Cooper, Strategic Committee Chair

**Chair Cooper yielded the floor to WSA Staff Member Penny Benavidez, who provided updates to the Board on the following:**

- a) Media, Marketing, and Communications Update
- b) Local Plan 2025 – 2028 Campaign
- c) O’Connor Update
- d) Fiesta Medal
- e) Unemployment Data and Strategy and Warn Notices Update
- f) Impact of Government Shutdown

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

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

**Chair Morrill yielded the floor to WSA Staff Member Dr. Ricardo Ramirez, who provided updates to the Board on the following:**

- a) TWC Annual Monitoring Update
- b) Quality Assurance Briefing
- c) Board Oversight Capacity
- d) Program Briefing

**Chair Morrill then yielded the floor to Staff Member Victoria Rodriguez, who provided updates to the Board on the following:**

- e) Performance: - National Dislocated Worker Grant - Military to Civilian Employment and

Performance – September MPR.

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

Presenter: Mary Batch, Audit & Finance Committee Chair

a) Fiscal Monitoring Contract

**Staff is recommending that the Board approve entering a new Fiscal Monitoring Services Contract with Christine H. Nguyen, CPA. The Contract term will be one year commencing February 1, 2026, with four one-year renewal options. The estimated total expenditure will be \$184,000/year. Upon motion of Director Navarro Gonzales and second by Director Morrill, the Staff recommendation was approved, with Director Golsan abstaining.**

b) Temporary Staffing Contract

**Staff is recommending an increase of \$112,000 to the Temporary Staffing budget, which would bring the contract total to \$612,000. Upon motion of Director Lutz and second by Director DeHoyos O'Connor, the Staff recommendation was approved, with Directors Magaro and Navarro Gonzales abstaining.**

c) Program Monitoring Contract

**Staff is recommending that the Board ratify the following amendments to the contract: Add Child Care Services monitoring for an additional \$27,214. Add NCP and Child Care Quality Monitoring for an additional \$53,946. Reduce the term from five years to four years. Upon motion of Director Magaro and second by Director Camarillo, the Staff recommendation was approved.**

**Chair Batch then yielded the floor to WSA Staff Member Gabriela Navarro Garcia, who provided updates to the Board on the following:**

d) Financials

e) Fiscal Monitoring

f) Childcare System Update

**CEO Lopez advised the Board that WSA was recently placed on notice of a claim by a Child Care provider for unpaid amounts due under its contract. Mr. Lopez stated that in his view the claim is unfounded, and that he will be meeting with WSA counsel to formulate an appropriate response.**

**XI. NOMINATIONS COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Anthony Magaro, Nominations Committee Chair

a) Nomination Slate of Officers for 2026 (Chair, Vice-Chair, and Secretary)

**Chair Magaro announced the nomination of Leslie Cantu for the office of Chair. Upon receiving no additional nominations from the floor, upon motion by Director Kassim and second by Director Navarro Gonzalez, Leslie Cantu was elected as Chair by acclamation, with Director Cantu abstaining.**

Chair Magaro then announced the nominations of Yousef Kassim and Edward Trevino, Jr. for the office of Vice-Chair. Upon receiving no additional nominations from the floor, Chair Magaro closed the nominations and called for a vote, which resulted in a tie vote of nine to nine. Chair Magaro then announced that the Director losing the vote for Vice-Chair would be placed in nomination for the office of Secretary and called for a second vote. The result of the second vote was the election of Edward Trevino, Jr., as Vice-Chair.

Chair Magaro then announced the nominations of Yousef Kassim, Jennifer Lange and Jerry Graeber for the office of Secretary. Upon receiving no additional nominations from the floor, Chair Magaro closed the nominations and called for a vote, which resulted in the election of Yousef Kassim as Secretary.

## **XII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Adrian Lopez, Chief Executive Officer

- a) Recognition of Mary Batch – 10 Years of Dedicated Service to the Workforce Solutions Alamo Board of Directors  
**Recognition of Mary Batch – CEO Lopez expressed his deep gratitude to Director Batch, who is stepping off the Board, for 10 Years of Dedicated Service to the Workforce Solutions Alamo Board of Directors.**
- b) Hiring Red, White & You!  
**CEO Lopez reported on the success of the Red, White & You Conference**
- c) CPS Grills Giving Event  
**WSA’s participation in the CPS Grills Giving Event**
- d) United Way Campaign  
**WSA’s 2025 United Way Campaign.**

## **XIII. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Leslie Cantu, Board Chair

- a) Discussion and Possible Action on CEO, Adrian Lopez Employment Agreement & Evaluation

**Upon motion by Director Magaro and second by Director Batch, the Board approved the following amendments to the CEO Employment Agreement of Adrian Lopez:**

- 1. An increase in base salary of 4%, from \$208,500 to \$216,840.**
- 2. A one-time year-end bonus in an amount that will result in totally salary meeting but not exceed the amount applicable federal cap (\$225,700).**
- 3. An increase in car allowance of \$500/month; contingent upon confirmation that such increase will not result in compensation in excess of the applicable federal cap.**
- 4. An extension of the term for two additional years.**

**The motion carried, with Director Golsan abstaining.**

**XIV. EXECUTIVE SESSION:**

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may move into an 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, Pending or Contemplated Litigation; and/or Settlement Offer.
- c) Government Code §551.074 – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee of Workforce Solutions Alamo.

**The Board adjourned into Executive Session at 10:07 a.m. and reconvened at 10:24 a.m. to discuss personnel issues. No action was taken in Executive Session.**

**XV. ADJOURNMENT**

Presenter: Leslie Cantu, Board Chair

**There being no further business, a motion was made by Director Batch that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 11:38 a.m.**

**Enclosure: Executive Session - Certificate**

**CERTIFIED AGENDA OF CLOSED MEETING**

**WORKFORCE SOLUTIONS ALAMO**

I, LESLIE CANTU, CHAIR, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE EXECUTIVE COMMITTEE MEETING CONDUCTED ON DECEMBER 12, 2025.

1. The executive session began with the following announcement by the presiding officer: "Workforce Solutions Alamo is now in executive session December 12, 2025 at 10:07 a.m.
2. SUBJECT MATTER OF EACH DELIBERATION:
  - Discussions to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee of Workforce Solutions Alamo.
3. No further action was taken.
4. The executive session ended with the following announcement by the presiding officer: "This executive session ended on December 12, 2025 at 10:24 a.m.

Signed by:



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Presiding Officer