



MINUTES AUDIT & FINANCE COMMITTEE MEETING

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207
July 2, 2025
10:00 AM

BOARD OF DIRECTORS: Mary Batch, Leslie Cantu, Lisa Navarro-Gonzales

STAFF: Adrian Lopez, Dr. Ricardo Ramirez, Gabriela Navarro – Garcia, Kristen Rodriguez, Rebecca Espino Balencia, Victoria Rodriguez, Maria Martinez, Trema Cote, Carlos Garcia, Paul Briseno, Sandra Alvarez, Erika Landeros, Teresa Chavez, Angela Bush

PARTNER STAFF: Lori Zamora

GUESTS: Ramsey Olivarez, Brenda Garcia, Gabriela Horbach, Manuel Ugues, Chakib Chehadi, RMM, Veronica Lopez-Alvarez

LEGAL COUNSEL: 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 the meeting. Questions relating to these rules may be directed to 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.

Please join Webex meeting from your computer, tablet, or smartphone.

<https://wsalamo.webex.com/wsalamo/j.php?MTID=m46cabfb06ad810a3f569a742e4083270>

You can also dial using your phone. United States (Toll Free): 1-415-655-0002

Meeting number (access code): 2480 562 6541

Meeting password: Vv5GCMQrt34

New to WebEx? Get the app now and be ready when your first meeting starts: <https://www.webex.com/>

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 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 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: Mary Batch, Committee Chair

At 10:00am., Chairwoman Mary Batch called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Mary Batch, Committee Chair

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

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Mary Batch, Committee Chair

NONE.

IV. PUBLIC COMMENT

Presenter: Mary Batch, Committee Chair

NONE.

V. DISCUSSION AND POSSIBLE ACTION ON MEETING MINUTES

Presenter: Mary Batch, Committee Chair

a. Meeting Minutes from May 30, 2025

Motion to approve by Lisa Navarro Gonzales and seconded by Leslie Cantu the committee unanimously approved the previous meeting minutes for May 30, 2025.

VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Kristen Rodriguez, Director of Procurement

a. Financial Audit Services Contract

Provide comprehensive financial and single audit services in accordance with Generally Accepted Government Auditing Standards (GAGAS) and the OMB Uniform Guidance. The contractor ABIP, PC, the contract will begin with an initial one-year term, effective October 1, 2025, through September 30, 2026, and may be extended for up to four (4) additional one-year periods, the estimated total expenditure over the potential five-year term is \$410,544.

Motion to approve by Lisa Navarro Gonzales and seconded Leslie Cantu by the committee unanimously approved the contractor ABIP, PC, the contract as presented.

VII. FISCAL UPDATES (DISCUSSION AND POSSIBLE ACTION)

Presenter: Gabriela Navarro-Garcia, Controller and Brandee Perez, CFO

a. FY 25 Budget Amendment

Brandee Perez, CFO provided a presentation on the following: The FY24-25 budget is being amended to reconcile actual funding and expenditures, increasing from \$181.99M to \$211.14M (+\$29.15M, ~16%). The increase is primarily driven by Childcare and Ready-to-Work programs, with additional adjustments in adult, youth, and special initiatives. Facilities and reserve amounts are slightly reduced, while workforce initiative grants are increased. Staff recommend approval and will continue monitoring expenditure for any future adjustments.

Motion to approve by Lisa Navarro Gonzales and seconded Leslie Cantu by the committee unanimously approved as presented.

b. FY 26 Budget

Brandee Perez, CFO provided a presentation on the following: Board staff prepares the budget based on anticipated allocations from the Texas Workforce Commission (TWC) and projected carryover from existing contracts. The budget is monitored throughout the year and amended as additional funds are received, or changes that occur that warrant adjustments. The Workforce Solutions Alamo (WSA) executive leadership team utilizes Texas Administrative Code 800, Chapter B (TAC 800), along with TWC allocation factors, to distribute funds between counties. Based on this guidance, the board prepared a service delivery budget allocating approximately 82.53% to urban communities and 17.47% to rural communities (excluding the City of San Antonio's Ready to Work Program), monitored monthly. The initial budget is projected to decrease by 9.5% (\$20,105,599), from \$211,140,377 to \$191,034,779. The largest decreases are in the Ready to Work program and Child Care Services. TWC's projections for the next three years also indicate declining funding. Notably, Ready to Work is now a one-year renewal, whereas the previous contract was for three years. Discuss possible action to approve the Annual Budget from October 1, 2025, to September 30, 2026. The budget will be amended after the final allocations are received and the current fiscal year closes out.

Motion to approve by Lisa Navarro Gonzales and seconded Leslie Cantu by the committee unanimously approved as presented.

VIII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Lopez, CEO

The CEO expressed appreciation for the board's flexibility and understanding amid ongoing budget uncertainties. Current budget planning is influenced by recent federal legislation requiring the Department of Labor and Department of Commerce to coordinate new budget proposals, with a focus on priorities such as apprenticeships and job restoration in the U.S. These proposals are expected later this month and may affect the fiscal year budget. Additionally, recent Texas legislation impacting the organization's largest funding source adds further complexity. Staff are providing the most accurate information available, though numbers received on Monday are still pending official commission approval next Tuesday. Any commission adjustments could further influence the budget. The CEO thanked the board for their patience, recognizing the fluid and politically sensitive environment.

IX. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mary Batch, Committee Chair

The chair noted that the budget process is still fluid and subject to change, but reassured the board that amendments are typical each year. The staff has carefully reviewed different budget scenarios, aiming to distribute upcoming cuts as evenly as possible to minimize impact. Board members are encouraged to review the materials thoroughly in advance so questions can be addressed at next week's meeting, with involved in the discussion.

X. EXECUTIVE SESSION:

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, 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.

NONE.

XI. ADJOURNMENT

Presenter: Mary Batch, Committee Chair

The meeting was adjourned by Mary Batch, Committee Chair, at 10:38 a.m.