



MINUTES AUDIT & FINANCE COMMITTEE MEETING

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207
July 10, 2026
10:00 AM

Board of Directors: Elizabeth Lutz, Leslie Cantu, Yousef Kassim, Tony Magaro, Esmeralda Perez

Staff: Adrian Lopez, Chuck Agwuegbo, Dr. Ricardo Ramirez, Gabriela Navarro Garcia, Penny Benavidez, Kristen Rodriguez, Maria Martinez, Rebecca Espino Balencia, Teresa Chavez, Victoria Rodriguez, Tim Schindler, Anthony Cainion, Sandra Alvarez, Angela Bush, Trema Cote, Qudrat Ali, Kimberly Gomez, Riza Burdine, Jeanette Jimenez and Jamesetta Stallion

Contractor Staff: Ramsey Olivarez, Sylvia Perez, Manuel Ugues, Belinda Gomez, Tim Sherman Chakib Chehadi, and Gabriela Horbach

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=m80f982892aeecd62d4dd306b387ff2d4>

You can also dial using your phone. United States (Toll Free): 1-415-655-0002 Meeting number (access code): 2482 627 4681 Meeting password: m8fSg2Yd6S7

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: Yousef Kassim for Elizabeth Lutz (Committee Chair)

At 10:00 am., Board Director, Yousef Kassim, called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Yousef Kassim, Board Director

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

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Yousef Kassim, Board Director

NONE.

IV. PUBLIC COMMENT

Presenter: Yousef Kassim, Board Director

NONE.

V. DISCUSSION AND POSSIBLE ACTION ON MEETING MINUTES

Presenter: Yousef Kassim, Board Member

- Meeting Minutes from May 29, 2026

Motion to approve by Elizabeth Lutz and seconded by Leslie Cantu, the committee unanimously approved the meeting minutes for May 29, 2026.

VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Kristen Rodriguez, Director of Procurement

- FY 27 Management and Operations of Adult Services Contract Renewal (Action Item)

The Workforce Solutions Alamo (WSA) - Board of Directors is presented with approval of a contract renewal authorizing contract negotiations with C2 Global Professional Services, Inc. For the Management and Operation Services of WSA – Adult and American Job Centers in the Alamo Region. The estimated annual budget allocated for these services is \$14,348.23 unless an authorized amendment is executed by all parties and adjusts this amount.

Motion made by Elizabeth Lutz and seconded by Leslie Cantu to recommend approval of the FY Management and Operations of Adult Services Contract for renewal to the Board of Directors as presented. Motion carried.

- FY 27 Management and Operations of Child Care Quality Services Contract Renewal (Action Item)
The Workforce Solutions Alamo (WSA) - Board of Directors is presented with a proposed contract renewal authorizing contract negotiations with the City of San Antonio (COSA) to provide Child Care Quality (CCQ) Improvement Services within the Alamo region. The estimated annual budget for these services is \$9,230,584, unless an authorized amendment is executed by all parties.

Motion made by Elizabeth Lutz and seconded by Leslie Cantu to recommend approval of the FY 2027 Management and Operations of Child Care Quality Services Contract Renewal to the Board of Directors as presented. Motion carried.

- FY 27 Management and Operations of Child Care Services Contract Renewal (Action Item)
The Workforce Solutions Alamo – Board of Directors to approve a contract renewal, and authorize contract negotiations with Aerbor E&T, LLC dba Equus Workforce for the renewal of Child Care Management and Operations Services. The estimated annual budget allocated for this is \$132,531,376, unless a signed amendment is approved by all parties that adjusts this amount.

Motion made by Elizabeth Lutz and seconded by Leslie Cantu to recommend approval of the FY 27 Management and Operations of Child Care Services Contract Renewal to the Board of Directors as presented. Motion carried.

- FY 27 Management and Operations of Youth Services Contract (Action Item) **The FY 27 Management and Operations of Youth Services Contract action item was pulled from the agenda and was not presented for discussion or consideration.**

- FY 27 Cloud Hosting Services Contract (Action Item)

The Workforce Solutions Alamo s presented with a proposal to award a contract for Cloud Hosting Services to FreeIT Data Solutions. The anticipated contract term will be effective October 2026, through October 2027, with the option to renew for up to three (3) one-year periods upon written mutual consent of Workforce Solutions Alamo and the selected Contractor. The estimated annual contract amount is \$147,632.20, with an estimated total contract value of \$590,528.80 over the four-year (4) term, unless an authorized amendment is executed by all parties and adjusts this amount.

Motion made by Elizabeth Lutz and seconded by Tony Magaro to recommend approval of the FY27 Cloud Hosting Services Contract to the Board of Directors as presented. Motion carried.

- FY 27 Cyber Security Services Contract (Action Item)

The Workforce Solutions Alamo (WSA) Board of Directors is presented with a proposal to award a contract for Cyber Security Services to FreeIT Data Solutions. The anticipated contract term will be August 2026, through August 2027, with the option to renew for up to three (3) one-year periods. The estimated annual contract amount is \$103,792.61, with an estimated contract value of \$415,170.44 over the four-year (4) term, unless an authorized amendment is executed by all parties and adjusts this amount.

Motion made by Tony Magaro and seconded by Elizabeth Lutz to recommend approval of the FY 27 Cyber Security Services Contract to the Board of Directors as presented. Motion carried.

VII. FISCAL UPDATES (DISCUSSION AND POSSIBLE ACTION)

Presenter: Gabriela Navarro-Garcia, Controller

- FY 27 Budget Approval

Gabriela Navarro-Garcia, Controller, presented the proposed FY 27 Budget. The presentation included an overview of Workforce Solutions Alamo's mission, vision, values, organizational accomplishments, workforce and child care program achievements, unemployment trends, and facilities updates. Staff outlined the FY 27 budget development process, federal funding trends, and the proposed budget allocation across corporate operations, facilities, initiatives, reserves, and service delivery programs. The proposed FY27 budget totals **\$195,380,770** and reflects projected funding levels, operational needs, facility improvements, workforce center costs, and program investments throughout the 13-county service area. Staff noted anticipated decreases in certain grant-funded programs, including Ready to Work and Child Care funding, while emphasizing continued support for workforce development and service delivery initiatives.

Staff also acknowledged the need for additional context regarding the proposed FY 27 Budget and agreed to provide supplemental information and clarification in the budget presentation to the Board of Directors prior to final approval. Staff requested Board approval of the FY 27 Annual Budget in the amount of **\$195,380,770**.

Motion made by Tony Magaro and seconded by Elizabeth Lutz to recommend approval of the FY 27 Budget in the amount of \$195,380,770.00 to the Board of Directors as presented. Motion carried.

VIII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Lopez, CEO

CEO, Adrian Lopez, did not have a formal report but offered remarks regarding the FY 27 Budget Approval Process. The CEO acknowledged the detailed nature of the proposed budget and noted that budget development and review is an ongoing process. The CEO expressed appreciation for the feedback provided by Board members and thanked them for their continued support and engagement throughout the budget review process.

IX. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Elizabeth Lutz, Committee Chair

Closing remarks were provided by Board Director Yousef Kassim. Mr. Kassim thanked Board members and staff for their continued support of WSA.

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.

No Executive Session

XI. ADJOURNMENT

Presenter: Yousef Kassim, Board Director

The meeting was adjourned at 10:57 a.m. upon a motion by Elizabeth Lutz and a second by Tony Magaro.

