



## **MINUTES BOARD OF DIRECTORS MEETING**

Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120, Boardroom  
San Antonio, TX 78207  
July 18, 2025  
10:30 AM

**Attendees:** Mary Batch (Vice Chair), Yousef Kassim, Anthony Magaro, James Golsan, Jim Robertson, Tasha Schmidt, Lisa Navarro Gonzales, Ana Dehoyos O'Connor, Charles Camarillo, Dr. Sammi Morrill, Josh Schneuker, Matthew R. Gonzales, Kelli Rhodes, Allison Greer Francis, JR Trevino, Yvonne Addison, Elizabeth Lutz, Esmeralda Perez

**Partners/Contractors/Guests:** Mike Ramsey, Joel Morgan, Amy Contreras, Lisa Ann Elizondo, Cherri Smith, Gabriela Horbach, Shawna Rendon, AA, Abigail Garcia, Sylvia Perez, Brenda Garcia, Aaron Smith

**Staff:** Adrian Lopez, Rebecca Espino Balencia, Victoria Rodriguez, Kristin Rodriguez, Ricardo Ramirez; Teresa Chavez, Gabriela Navarro Garcia, Eric Vryn, Brandee Perez, Erika Landeros, Jessica Villarreal, Penny Benavidez, Sandra Alvarez, Esmeralda Ramirez

**WSA Counsel:** Frank Burney & Brendon Barber

### **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 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 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: Mary Batch, Vice-Chair

**At 10:36 a.m., Vice-Chair Batch called the meeting to order.**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Mary Batch, Vice-Chair

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

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

Presenter: Mary Batch, Vice-Chair

**None.**

**IV. PUBLIC COMMENT**

Presenter: Mary Batch, Vice-Chair

**None.**

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

Presenter: Mary Batch, Vice-Chair

- a. Meeting Minutes – June 13, 2025

**Upon motion by Lisa Navarro - Gonzales, and second by Ana O'Connor, the Board unanimously approved the items on the consent agenda.**

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

Presenter: Eric Cooper, Strategic Committee Chair

- a. WSA Draft Bylaws: Frank Burney, Partner, Martin & Drought, P.C.

**Brendon Barber provided a brief presentation on proposed changes to the Bylaws.**

**Upon motion by Ana O'Connor, and second by Lisa-Navarro Gonzales, the Board unanimously approved the draft Bylaws.**

- b. Media, Marketing, and Communications Update

**Staff presented an update on recent social media engagement. The Board welcomed the return of Penny Benavidez, Director of Public & Government Relations.**

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

Presenter: Mary Batch, Audit & Finance Committee Chair

- a. Financial Audit Services Contract

**Kristen Rodriguez presented on the RFP process for the auditing services contract and recommended awarding the contract to ABIP, P.C. She also provided additional details regarding the terms of the proposed agreement.**

**Upon motion by Dr. Sammi Morrill, and second by Allison Greer Francis, the staff recommendation to award ABIP, PC in the amount of \$410,544 effective October 1, 2025, through September 30, 2026, with 4 one-year renewal options contract was unanimously approved by the Board (Director Golsan abstained).**

- b. Childcare Materials and Equipment Contract

**Kristen Rodriguez presented on the RFP process for the Childcare Materials and Equipment Contract. She briefed the Board on the contractors recommended for engagement and provided an overview of the contract terms and pricing.**

**Upon motion by Allison Greer Francis, and second by Ana O'Connor, the staff's recommendation to award all contractors as presented in the amount of \$3,000,000 effective July 2025 through July 2026 with the option for 2 one-year renewals was unanimously approved by the Board (James Golsan abstained).**

c. **FY 24-25 Budget Amendment #1**

**Brandee Perez presented a proposed budget increase of approximately \$29 million, or 16%, reflecting adjustments in Facilities, Reserves, Initiatives, and Service Delivery. Director O'Connor summarized the discussion from the Child Care Committee meeting held immediately prior to the Board meeting regarding the budget amendment.**

**Upon motion by Lisa Navarro - Gonzales, and second by Anthony Magaro, the FY 25 Budget Amendment #1 was unanimously approved by the Board.**

d. **FY 25-26 Budget**

**Brandee Perez presented the proposed budget and provided updates on WSA's current fiscal year performance, upcoming changes in grant funding, funding and cost center projections and trends, and other considerations incorporated into the development of the FY 2026 Budget. The Board and staff also discussed the timing for approval of the FY 2026 Budget.**

**Upon motion by Yvonne Addison and second by Lisa Navarro - Gonzales, FY 26 Budget as presented by staff was unanimously approved by the Board.**

**VIII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Adrian Lopez, CEO

- a. **Kerrville and Hill Country Neighbors: WSA Community Response Update**  
**CEO Adrian Lopez provided the Board with an update on WSA's activities in response to recent events in Kerrville and the Hill Country.**
- b. **RFP: Management and Operations of Child Care Services (CCS)**  
**Upon a motion by Lisa Navarro - Gonzales, Second by Yousef Kassim, the Board authorized staff to move forward with negotiations to finalize a contract for Management and Operations of Child Care Services with Equus Workforce Solutions, by a vote of 11 to 1 (James Golsan and Ana O'Connor abstained).**

**IX. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Mary Batch, Vice-Chair

**None.**

**X. 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.

**Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board went into Executive Session at 11:35 a.m. to discuss legal issues regarding Management and Operations of Child Care Services contract negotiations with legal counsel. The Executive Session adjourned, and the Board returned to Open Session at 12:26 p.m. No action was taken in Executive Session.**

**XI. ADJOURNMENT**

Presenter: Mary Batch, Vice-Chair

**There being no further business, a motion to adjourn was made by Lisa Navarro-Gonzales and seconded by Ana O'Connor. The motion carried unanimously, and the meeting adjourned at 12:36 a.m.**

**Enclosures**

- **Certificate of Executive Session**

## **CERTIFIED AGENDA OF CLOSED MEETING**

### **WORKFORCE SOLUTIONS ALAMO**

I, MARY BATCH VICE CHAIR, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE BOARD OF DIRECTORS MEETING CONDUCTED ON JULY 18, 2025.

1. The executive session began with the following announcement by the presiding officer: "Workforce Solutions Alamo is now in executive session July 18, 2025, at 11:35 a.m."
2. SUBJECT MATTER OF EACH DELIBERATION:
  - Discussions with attorney relating to his or her advice on legal matters related to any matter in which the duty of the attorney to Workforce Solutions Alamo under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act; and
  - Discussions regarding negotiation of existing and proposed contracts, and attorney-client privileged communications.
3. No further action was taken.
4. The executive session ended with the following announcement by the presiding officer: No Action Taken. "This executive session ended on July 18, 2025, at 12:26 p.m."

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Presiding Officer