



MINUTES OVERSIGHT COMMITTEE MEETING

Workforce Solutions Alamo
100 N. Santa Rosa St., Suite 120, Boardroom
San Antonio, TX 78207
May 15, 2026
9:00 AM

BOARD OF DIRECTORS: Dr. Sammi Morrill, Leslie Cantu, Esmeralda Perez, Jennifer Lange, Charles Camarillo, Yvonne Addison

STAFF: Adrian Lopez, Chuck Agwuegbo, Dr. Ricardo Ramirez, Gabriela Navarro Garcia, Sandra Alvarez, Kristen Rodriguez, Trema Cote, Rebecca Espino Balencia, Dan Wallace, Timothy Schindler, Kimberly Gomez, Vanessa Garcia, Jessica Lockhart.

CONTRACTOR STAFF: Manuel Ugues, Aaron Smith, Brenda Garcia, Chakib Chehadi

Agenda items may not be considered in the order they appear.

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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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I. CALL TO ORDER

Presenter: Dr. Sammi Morrill, Committee Chair

At 9:01 AM, Dr. Sammi Morrill, Committee Chair, called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Dr. Sammi Morrill, Committee Chair

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

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Dr. Sammi Morrill, Committee Chair

NONE.

IV. PUBLIC COMMENT

Presenter: Dr. Sammi Morrill, Committee Chair

NONE.

V. DISCUSSION AND POSSIBLE ACTION ON MEETING MINUTES

Presenter: Dr. Sammi Morrill, Committee Chair

a Meeting Minutes of November 14, 2025

Upon Motion by Charles Camarillo, seconded by Esmeralda Perez, the committee approved the minutes of the February 6, 2026, meeting.

VI. QUALITY ASSURANCE BRIEFING (DISCUSSION AND POSSIBLE ACTION) Presenter:

Dr. Ricardo Ramirez, Director of Quality Assurance

a TWC & Associated Monitoring

Dr. Ricardo Ramirez provided a briefing regarding the Texas Workforce Commission (TWC) Annual Monitoring review conducted from August 14, 2025, through October 23, 2025. Dr. Ramirez reported that TWC has not yet issued a Final Report or Monitoring Letter and reported that the Exit Report identified no potential questions regarding costs. Dr. Ramirez further reported that departments are developing action plans to address potential findings and monitoring items, including root cause analysis, procedure reviews, staff training, and enhanced internal controls. Additionally, the Quality Assurance department will coordinate the consolidation and documentation of corrective actions in preparation for TWC's audit resolution process. The items were presented for information only and required no Board action.

i. Migrant Seasonal Farm Worker Monitoring

Dr. Ramirez provided a Quality Assurance (QA) briefing regarding the Texas Workforce Commission State Monitor Advocate's review of Migrant Seasonal Farm Worker (MSFW) services. The Final Report, issued on April 2, 2026, identified areas of concern related to MSFW policies and guidance, Agricultural Recruitment System (ARS) procedures, Wagner-Peyser complaint processes, and self-monitoring documentation practices. Dr. Ramirez also noted concerns raised by multiple Workforce Boards regarding the monitoring process and implementation of new requirements. He also reported that Staff and TWC will continue providing technical assistance and training to Workforce Center staff.

Adrian Lopez reported that no questionable costs were identified in the report and that WSA is awaiting additional guidance from TWC leadership and will continue coordinating with TWC and partner Boards to prepare for any updated

- requirements and reported. The item was presented for information only and required no Board action.
- b. **Quality Assurance Briefing**
Dr. Ramirez provided a Quality Assurance (QA) briefing on ongoing monitoring and oversight activities and reported that external monitoring of Child Care Quality Improvement Activities achieved a 94.11% accuracy rate, exceeding the required threshold, with one area identified for improvement. Testing of WIOA Adult and Dislocated Worker programs is 84% complete. Internal monitoring activities included SNAP E&T follow-up reviews, RESEA testing, annual reviews, and informal follow-up testing, which showed overall improvement while identifying several areas requiring continued attention. Dr. Ramirez also reported ongoing work related to contractor performance and profit analysis, performance tracking development, workforce data analysis, and staff training. Staff will continue providing technical assistance and conducting follow-up reviews to address items with accuracy rates below 90% and support continuous quality improvement. The item was presented for information only and required no Board action.
 - c. **Strategy – Internal and External Monitoring & Training Schedule**
Dr. Ricardo Ramirez provided a Quality Assurance (QA) briefing on program monitoring activities and staff training schedules and emphasized the role of monitoring in strengthening internal controls, ensuring program effectiveness, safeguarding resources, and supporting informed decision-making. Updates were provided on the estimated and actual monitoring timelines and the 2025–2026 staff training schedule. Dr. Ramirez reported that WSA will continue implementing the monitoring schedule, transitioning informal reviews to formal follow-up reviews, and providing updates to the Board. The item was presented for information only and required no Board action.

VII. PROGRAMS & OPERATIONAL BRIEFING (DISCUSSION AND POSSIBLE ACTION)

Presenter: Sandra Alvarez, Assistant Director of Workforce Services

- a. **Program Briefing**
Alamo Sandra Alvarez provided an update on two workforce initiatives: PROWD (Partners in Reentry Opportunities in Workforce Development) and the National Dislocated Worker Grant (NDWG), both designed to expand workforce access and support targeted populations. PROWD continues to show positive outcomes, with 227 participants enrolled, 154 placed into employment, 173 completing training, and 162 achieving measurable skill gains. Ms. Alvarez also noted that delays in Stage 3 budget approval may reduce participation levels during the final phase of the grant. Additionally, Ms. Alvarez reported ongoing outreach and employer engagement efforts, resulting in 13 Disaster Relief Employment (DRE) positions and 15 participant enrollments, with 8 participants placed into DRE positions. Coordination with Kerr County partners continues to support disaster recovery workforce needs. Staff continue to provide individualized career services, employment assistance, and training opportunities to participants while working to increase placements and improve enrollment processes.
The item was presented for information only and required no Board action.
- b. **Performance**
Sandra Alvarez presented an overview of the Workforce Innovation and Opportunity Act (WIOA) and other Texas Workforce Commission (TWC) performance measures tracked through the Monthly Performance Report (MPR). She reported that several key performance measures were not met during portions of BCY 2025, including

Credential Rate and Measurable Skills Gains for Dislocated Workers, Credential Rate for C&T participants, and Claimant Reemployment within 10 Weeks. In response, the Board implemented a technical assistance plan focused on analyzing performance trends, identifying root causes, and developing corrective actions to improve outcomes. Ms. Alvarez also reported ongoing challenges related to the TWIST-to-WIT system conversion and noted that TWC continues to review and reconcile performance data. Some measures showed improvement despite remaining below target levels.

Mr. Adrian Lopez informed the the Board of the importance of continued monitoring, data validation, and coordination with TWC to support performance improvement and readiness for future reporting requirements. Additionally, he reported Mr. Steve Pier, is the new Executive Director for TWC, and that he voiced concerns regarding the monitoring system. The item was presented for information only and required no Board action.

VIII. CEO REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Lopez, Chief Executive Officer

a. Impact Awards – Honoring Those Who Took the Chance

Mr. Adrian Lopez reported on the success of the 2026 Impact Awards and expressed his appreciation to staff for their hard work and support in producing an outstanding event. He noted that the organization took a people-centered approach in recognizing the contributions, achievements, and partnerships that help strengthen the workforce system. Mr. Lopez emphasized the importance of celebrating collaborative efforts and thanked all partners, sponsors, and staff who contributed to the event’s success.

IX. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Committee Chair

The Committee Chair, Dr. Morrill, reflected on the success of the 2026 Impact Awards, noting that the event effectively showcased the workforce development ecosystem and the many partners involved in serving the region. The Chair discussed the importance of strategic alignment among workforce partners and agencies, noting that opportunities remain to strengthen collaboration and encouraged continued engagement with Alamo Community Colleges and other key associations to support regional workforce goals. The Chair presented and provided an update from the Board Retreat Oversight Committee breakout session, sharing key discussion points and noting that strategies and next steps are being developed. The Chair also informed members that she will be attending the National Association of Workforce Development Professionals conference and encouraged Board members to participate in future professional development opportunities.

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: Dr. Sammi Morrill, Committee Chair

There being no further items to discuss, Charles Camarillo moved to adjourn; the meeting was adjourned at 9:55 a.m.