



YOUTH COMMITTEE MEETING - MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 120
Board Room
San Antonio, TX 78207
March 11, 2022
9AM

BOARD MEMBERS: Ernest de la Rosa (Committee Chair), Kelli Rhodes, Leslie Cantu
WSA STAFF: Adrian Lopez, Linda Martinez, Shantelle Artis, Caroline Goddard, Angela Bush, Rick Garcia
LEGAL COUNSEL: None.
GUEST: None.

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 meeting. Questions relating to these rules may be directed to Linda G. Martinez at (210) 272-3250.

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- I. CALL TO ORDER AND DETERMINE QUORUM
Presenter: Mr. Ernest de la Rosa, Committee Chair
At 9:00am, Chair Ernest de la Rosa called the meeting to order.
- II. ROLL CALL
Presenter: Mr. Ernest de la Rosa, Committee Chair
The roll was called, and a quorum was declared present.
- III. PUBLIC COMMENT
Presenter: Mr. Ernest de la Rosa, Committee Chair
None.
- IV. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Mr. Ernest de la Rosa, Committee Chair
None.
- V. OVERVIEW OF THE YOUTH COMMITTEE (DISCUSSION AND POSSIBLE ACTION)
Presenter: Shantelle Artis, Youth Program Specialist
- a. Objectives of Youth Committee
- The Youth Committee will assist with planning, operational, and other issues related to the provision of youth services.
 - The Youth Committee will help identify gaps in services, coordinate youth policies and procedures, ensure quality services, leverage financial and programmatic resources, and recommend eligible youth service providers.
 - The Youth Committee will bring experts together, generate ideas and discussions, and foster partnerships to meet the needs of the local youth in the 13-county area.
 - The Youth Committee is tasked with implementing an effective structure to measure processes including assessing, reporting, and ensuring the improvement of youth strategies and outcomes.
 - WIOA requires that Boards focus on the following elements: Tutoring, study skills training, instruction, dropout prevention, alternative secondary school services, dropout recovery services, paid and unpaid work experience, occupational skills training, education offered concurrently with workforce preparation and training, training for a specific occupation, leadership development opportunities, support services, adult mentoring, follow-up services, comprehensive guidance and counseling, financial literacy education, entrepreneurial skills training, services that provide labor market information, and postsecondary preparation and transition activities.
- b. Overview of Performance
- There are 331,383 youth ages 16-24 that live within the 13-county region of which 156,949 are employed and 22,785 are unemployed (12.7% unemployment rate).
 - The labor force participation rate of this age category is 54.2%, which is the lowest participation rate except for those aged 65 years or older.
- c. Overview of Budget

- d. Existing Partnerships
 - The Board has less than 10 formal relationships with youth serving organizations within the region and largely has focused on the execution of contract performance metrics and hosting of events like Career Pathways. There is a need to be more formal and establish long-standing relationships with key organizations.
 - While the Contractors have established many more relationships with many organizations like the San Antonio Housing Authority, local school districts and employers, there still is a need to reflect and evaluate what this means to the delivery of services for youth within the region.
- e. Inventory of Potential School Partnerships
 - The 13-county region is home to significant, but decentralized support structures to serve WIOA youth target populations.
 - This includes a complex network of more than 50 ISDs, fragmented dropout recovery efforts, and numerous agencies whose service communities are marbled throughout the Alamo region.
- f. Proposed and Existing Special Initiatives and Events
 - Part of the efforts are to ensure an inclusive and diverse network of partners including schools, employers, and effective community-based organizations.
 - Staff will be developing reports and data to reflect more accurately what is being implemented to include best practices. In addition, WSA will be inviting existing partners and new partners to present to the committee.
 - Leslie Cantu asked if WSA is doing anything with the juvenile court system. Shantelle Artis responded that WSA is currently working with adult probation, juvenile probation, the Krier correctional facility, and many other programs.

VI. REQUEST FOR PROPOSAL - YOUTH CONTRACT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Shantelle Artis, Youth Program Specialist

Presented by: Adrian Lopez, CEO

- a. Process, Methodology and Evaluation
 - In 2018, the RFP awarded C2GPS (urban) and SERCO (rural). The purpose was to procure staffing and operational services and activities related to WIOA Youth Program. The expectation of the contractor was to develop and employ innovative strategies in support of the Board's priorities and contracted performance measures, to ensure collaboration and coordination of services in urban and rural areas, and to formulate and execute strategic responses to challenges to workforce development.
 - Funding for the youth program has fluctuated. In FY17: \$3M serving 1,069 youth, FY18: \$2.7M serving 1,007 youth, FY19: \$2.5M serving 802 youth, FY20: \$3.7M serving 687 youth, and FY21: \$2.5M serving 535 youth.
 - For program year 2018 through 2021, WSA has been meeting the performance metrics.
 - Evaluation Process: Responsiveness to technical specifications and includes BAFO process, external evaluation review with standardized rubric, internal review by staff/evaluators, scoring and recommendations presented to Youth Committee, respondents subject to pre-award review and oral presentation to Board/staff, and subject to final approval by Board of Directors.

- Evaluation Priorities: Organizational capacity, demonstrated performance, design and approach, financial management, budget/cost effectiveness, transition plan, and historically underutilized business is a bonus.
- The timeline begins in March and ends September 30, 2022, with the new contract period beginning October 1, 2022.
- Staff recommends the release of the RFP for Youth Services Contract and to be provided with the ability to recommend one or two contractors to provide services. Staff will follow the general outline provided in the RFP memo to release the RFP, secure proposals, evaluate, make a recommendation, and negotiate a contract.
- Chair Ernest de la Rosa asked how big is the pool of contractors that apply for the proposals. Angela Bush answered that three to five proposals are usually received. Chair Ernest de la Rosa also asked how long the contracts are for. Angela Bush answered that they are one-year contracts with up to four one-year renewal options.
- CEO Adrian Lopez added that one main area they will be looking for in the contractor's proposals is operational costs. Both current contractors have increased their costs. Chair Ernest de la Rosa asked why. Angela Bush answered that since there is a contractor for each area, urban and rural, the cost goes up, however, since there are two contractors, the performance in the areas goes up.

b. Challenges Within Youth Population

VII. CEO REPORT

Presenter: Mr. Adrian Lopez, CEO

a. Success Stories

- Shantelle Artis presented two success stories.

VIII. CHAIR REPORT

Presenter: Mr. Ernest de la Rosa, Committee Chair

- Chair Ernest de la Rosa presented his own success story.

IX. Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may recess 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;
- c. Pending or Contemplated Litigation; and
- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo.

X. ADJOURNMENT

Presenter: Mr. Ernest de la Rosa, Committee Chair

At 9:40am, Chair Ernest de la Rosa adjourned the meeting.