



## **BOARD OF DIRECTORS MEETING - MINUTES**

Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120, Boardroom  
San Antonio, TX 78207

**June 23, 2023**

**10:00 AM**

**BOARD OF DIRECTORS:** Leslie Cantu (Chairwoman), Mary Batch, Yousef Kassim (10:01am), Betty Munoz (10:49am), Becky Butler Cap (10:02am), Esmeralda Perez (10:03am), Anthony Magaro, Ben Peavy, Jerry Graeber, Lowell Keig, Diana Kenny, Lisa Navarro Gonzales (10:11am), Eric Cooper, Elizabeth Lutz (10:35am), Ana DeHoyos O'Connor, Dr. Sammi Morrill, Robby Brown (10:10am), Mitchell Shane Denn, Kelli Rhodes, JR Trevino (10:04am), Dawn Dixon

**WSA STAFF:** Adrian Lopez, Adrian Perez, Katherine Pipoly, Giovanna Escalante-Vela, Penny Benavidez, Jeremy Taub, Chuck Agwuegbo, Caroline Goddard, Dr. Ricardo Ramirez, Linda Martinez, Rebecca Espino Balencia, Terry Trevino, Jessica Villarreal, Vanessa McHaney, Manuel Ugues, Gabriella Horbach, Roberto Corral, Brenda Garcia, Daisey Vega, Sylvia Perez, Angela Bush, Angelica Garcia, Belinda Gomez, Chakib Chehadi, Kristen Rodriguez, Ramsey Olivarez, Sandra Rodriguez, Trema Cote, Victoria Rodriguez, Francisco Martinez, Christine Denver

**PARTNERS:** Jordana Mathews, Mike Ramsey

**LEGAL COUNSEL:** Frank Burney

**GUEST:** Janet Pitman with ABIP, Cliff Herberg with AACOG, Joe Johnson

### **AGENDA**

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

Citizens may appear before the Board of Directors 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 Martinez at (210) 272-3250.

***The Chair of the Board of Directors 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 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.***

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Linda G. Martinez, (210) 272- 3250.

**Please join WebEx meeting from your computer, tablet, or smartphone.**

**You can also dial in using your phone.**

**United States (Toll Free): 1-415-655-0002**

<https://wsalamo.webex.com/wsalamo/j.php?MTID=mef5361da847d502dd4c4e435491cb3dc>

**Access Code: 2483 916 0567**

**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 meeting host will call each member of the public for comments, in the order their names were submitted.**

- I. CALL TO ORDER  
Presenter: Chairwoman Leslie Cantu  
**At 10:00am, Chairwoman Leslie Cantu called the meeting to order.**
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Chairwoman Leslie Cantu  
**The roll was called, and a quorum was declared present.**
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Chairwoman Leslie Cantu  
**None.**
- IV. PUBLIC COMMENT  
Presenter: Chairwoman Leslie Cantu  
**None.**
- V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Chairwoman Leslie Cantu
  - a. Board of Directors Meeting Minutes – April 21, 2023
  - b. RFP Updates and Contract Summary
  - c. Update on Procurement Processes
  - d. Procurement Diversity Update (SMWVBE)
  - e. Financial Reports
  - f. Employee Policy Handbook Revision: Employee Incentive Policy
  - g. Applications for Funding
  - h. Early Matters Update and HB1979 Discussion
  - i. Child Care Performance Briefing

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- j. Texas Rising Star Assessment Update
- k. TRS Contracted Slots Pilot Briefing
- l. Success Stories
- m. The Dee Howard Foundation Partner Update
- n. Youth Committee Objectives
- o. Youth Performance
- p. Partnerships
- q. Rural & Urban Youth Success Stories
- r. Facility Updates
  - i. Port SA Update
- s. Sector Based Model Update
  - i. Sector Based Score Cards
  - ii. Strategic Partnership Manager Update
- t. Performance, Programs, and Operational Updates
- u. Aspen Institute
- v. Quality Assurance Update
- w. Monitoring Outcomes & Technical Assistance
- x. IT Assessment Update
- y. Child Care Industry Partnership Grant

**Upon motion by Eric Cooper and seconded by Ana DeHoyos O'Connor, the Board of Directors unanimously approved the Consent Agenda items a. through y., except for item f. Employee Policy Handbook Revision: Employee Incentive Policy.**

#### VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mary Batch, Audit & Finance Committee Chair

a. FY2022 Annual Audit Report

Presenter: Janet Pitman, ABIP

— Key highlights include an unmodified (clean) audit opinion, no findings or questioned costs, maintained low-risk audit status, and increase in net assets by \$76,604.

**Upon motion by Diana Kenny and seconded by Eric Cooper, the Board of Directors unanimously approved the FY2022 Annual Audit Report.**

b. Adult RFP Update

Presented by: Jeremy Taub, Director of Procurement and Contracts

— Third party audit evaluators ranked the two proposals. The recommendation for the Adult Services RFP goes to C2 Global Professional Services. C2 ranked 1 with a score of 86.08 and SERCO ranked 2 with a score of 76.23. The contract begins on October 1, 2023, and allows for 4 one-year renewal options. The estimated budget is \$19.5M annually.

**Upon motion by Ana DeHoyos O'Connor and seconded by Yousef Kassim, the Board of Directors approved the Adult Services RFP recommendation to C2 Global Professional Services, with Lowell Keig abstaining.**

c. Update on TWC Monitoring Report

Presented by: Jeremy Taub, Director of Procurement and Contracts

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- Controls implementation update includes a pending Audit Resolution. Requested documentation has been provided to TWC. Actively monitoring contract management. A database has been developed that tracks all contract actions. Implemented facility lease procurements. Developed Standard Operating Procedure for workforce center leases. In process with procurement consultant recommendations. Strengthening controls by updating policies and implementing standard operating procedures, procurement checklists, and other tool kits to improve efficiency and effectiveness. Added a new Assistant Director of Procurement and a Procurement and Contract Specialist to facilitate the procure to pay process.
- d. Budget Amendment #2
- Presented by: Angela Bush, Collective Strategies
- The current approved budget is approximately \$171.7M with a forecasted projected expenditures of approximately \$174.2M. The purpose of this budget amendment is to move the savings from corporate and facilities cost to service delivery.
  - Personnel decrease of \$550,000 due to vacant positions that have not been filled.
  - Facility increase of \$25,000 to account for common area maintenance resulting from increased shared facility costs.
  - Equipment related increase of \$27,500 to replace 10 staff computers over 5 years old. A line-item adjustment of \$35,000 between software licenses and software maintenance and support with a net effect of zero.
  - General office decrease of \$45,000. \$25,000 decrease in advertising related to employee recruitment. \$20,000 decrease in office supplies due to hybrid working environment.
  - Realign \$8,000 from Board member meetings to Board member training and development for expenses related to Board retreat.
  - Facilities decrease of \$375,000. This includes the Mobile Workforce Unit due to delayed delivery. As of September 30, 2023, the MWU is expected to be approximately 20% complete. Other line-item facility related shifts as costs at the Workforce Centers are expected to increase.
  - Childcare reserve decrease of \$3,263,055. This results in a direct and childcare match reserve of \$10,245,869.02. Childcare match is typically utilized in the first/last quarter of the fiscal year due to overlapping grant periods during the Board fiscal year.
  - Service delivery significant items include Dislocated Worker Designation for Adults of \$500,000 does not impact the overall budget. Childcare increase of \$4,164,041 and childcare match utilization of \$5,085,470. Child Care Service Industry Recovery decrease of funds not utilized of \$1,575,443. Ready to Work funding realigned from operations to service delivery of \$405,572.
  - Overall increase to service delivery is approximately \$6.7M.
  - Ben Peavy asked for clarification of childcare allocations and reserves. Angela Bush reported that this is a normal process due to seasonal demands.

**Upon motion by Dr. Sammi Morrill and seconded by Eric Cooper, the Board of Directors unanimously approved Budget Amendment #2.**

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

VII. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair

- a. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
  - Quarter 5 bonuses have begun being awarded to 58 centers.
  - Professional development has begun and an investment of \$69,708 has been provided.
  - 425 providers have been identified by TWC as meeting Entry Level Designation.

VIII. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Anthony Magaro, Youth Committee Chair

- a. Initiatives and Opportunities
  - Career Pathways Youth Events: Second Baptist Church Community Center held on May 26, 2023 from 10am-2pm attended by 108 students from YouthBuild, BCFS, Rise Recovery, Lanier HS, and Juvenile Probation focused on Education/Healthcare/Warehousing & Transportation, Braden Keller Community Center in Medina County on June 29, 2023 focusing on Aerospace/Robotics/Construction, rural focus on date to be determined focusing on IT/Finance/Healthcare, and urban focus on date to be determined at CPS Headquarters focusing on Oil and Gas & Engineering.
  - ISD Focus SAISD: Purpose is to build relationships and opportunities within the San Antonio Independent School District. SAISD is one of the largest districts with underserved students in the Alamo area region. WSA supported an event with Dr. Vahalik, the Senior Job Fair at Palo Alto College, that was attended by more than 500 students.
  - Workforce on Wheels Bus: Requesting time allotment for youth focused outreach. Suggestions for the bus include VR goggles and develop a mobile unit outreach plan and events.
  - SA WORX: Currently exploring a relationship with SA WORX to build upon each organization's youth program and increase access to supports and services within our community. Common goals include work experience opportunities connecting youth with employers, program expansion to reach more students, educators, and employers each year, and co-enrollments and reverse referrals.
  - ACE Race: Purpose is to foster and encourage partnerships between educational institutions and industry partners. Created as an opportunity for student programs in high school and community colleges. The vision is to generate excitement and awareness of vocational opportunities associated with Science, Technology, Engineering, and Math (STEM). 2024 WSA sponsorship: Raise funds to support up to three cars and initiate RFP sponsorship for ACE Race in August.
  - Annular & Total Eclipse: "Once in a lifetime" event in partnership with Southwest Research Institute. October 2023 will be the annular eclipse. The sun will be covered except for a "ring of fire". April 2024 will be the total eclipse with four minutes of total darkness and temperature dropping until the sun slowly emerges. Planning for these two events includes preparing a survey to assist with planning logistics and course/presentation development, target science teachers,

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- identify number of glasses to purchase, teachers, students, and events.
- Rodeo Youth Event: Held at the Freeman Coliseum Ag Mechanics building. The proposed strategy is to expose incoming 8<sup>th</sup> graders to the Ag Mechanics industry pathways that is focused on agricultural power and mechanization.
  - Student-to-Student Snapchat Reel: Proposed strategy is to utilize the social media platform, Snapchat, to promote WSA youth programs and initiatives to boost youth engagement. Timeline is August 2023 to December 31, 2023. This is a student led initiative to create video reels highlighting WSA services. Invite area school districts to participate in a competition. Local partners will serve as judges. Best “add” reel selected as the winner. Award the most efficient and active school district with the most successful outcomes that include most views, shares, and comments.
  - Job Fest 2023 Overview: 879 job seekers attended with 75 table hosts. The Job Fest 2024 planning updates include a tentative date scheduled for June 1, 2024, championed by Representative Gervin-Hawkins, WSA Business Service Representatives secure employers, WSA youth team serves on the planning committee, and YES! program attends and recruits youth seeking training and support.
  - WSA Youth Rural Strategies: Attend Chamber meetings within rural cities/counties, host at least two job fairs in rural counties, target each rural corner of geographical service area by visiting centers, newsletter to rural districts regarding WSA services and events, informative seminars, and enhance marketing efforts.
  - Make It Movement: A non-profit organization dedicated to reaching young people while in high school and introducing them to careers where higher learning equals higher earning. The staff is exploring opportunities with this organization for collaboration and scholarships for students to attend Make It Movement events in collaboration with other areas.
  - Summer TANF Initiative: Alamo will inspire young people’s interest through a unique STEM opportunity and engage with industry employers through a 12-week summer program. The enrollment target is 200, the target audience is youth ages 16-24, the start date is to be determined, and the end date is September 30, 2023. Alamo needs STEM providers for this initiative and is welcoming all potential applicants to apply.
  - 27 Board Study Workforce Solutions Texas Youth Programs: Workforce Solutions Southeast Texas region includes Hardin, Jefferson, and Orange counties. Their website is vibrant and interactive, Texas Reality Check link and video, and youth EXPO digital folder. Workforce Solutions for the Heart of Texas region includes Bosque, Falls, Freestone, Hill, Limestone, and McLennan counties. Their website contains an interactive chat box which is a great tool for participants seeking guidance or information. The most frequently used website links on Board youth webpages are [workintexas.com](http://workintexas.com), [jobsyall.com](http://jobsyall.com), and [texasrealitycheck.com](http://texasrealitycheck.com).

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

## IX. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

### a. Local Plan Update

- WSA Board approved final updates to the Local Plan on April 21. Presented and secured approval from Rural Judges on April 26, Bexar County on May 2, and City of San Antonio on May 4.
- 72 target occupations were approved. Based on Board/Partner feedback, final adjustments include accommodations and food service as a targeted in-demand industry sector, incorporated language that allows the centers to fund occupations with similar occupational codes, and included lists of career pathways in the appendix which will also be funded.
- TWC may request additional information, changes, or clarification and staff will work through the process as needed. The Governor's Office approval of the plan will document completion. The entire process will take approximately two to three months.

### b. Update on Walzem Career Center Location

- Current lease expires on December 31, 2023, with no available options to renew. Request for Information was released on March 24, 2023. Current square footage is 13,000 with a needs determination of 19,000 square feet.
- Current fiscal impact is a monthly rent of \$25,133 and annually at \$301,467.
- A recommended site will be brought to the Board of Directors for approval in August.
- Next steps are to complete the procurement process and conduct additional site visits. Potential properties include the current location at FCE Benefit Park, Converse Business Park, the former Whataburger University in Walzem Plaza, and REI Business Center.

**Upon motion by Eric Cooper and seconded by Ben Peavy, the Board authorized the negotiation of a lease with one of the current proposals and extension of a month-to-month lease with the current landlord, if necessary, with Lowell Keig abstaining.**

## X. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

### a. TWC Audit Letter – SNAP

- TWC completed its Annual Monitoring of WSA. Two Audit Resolution Letters were received, one for the Non-Custodial Parent (NCP) grant with one attribute, and one for the SNAP E&T with three attributes. WSA missed reporting the SNAP E&T letter and is now reporting progress.
- The SNAP E&T included the following three items: completion of Form H1822 Work Requirement Verification, completion or submittal of Form H1817 to notify HHSC of participants gaining employment, and recording H1817 information in TWIST.
- Staff has submitted responses to TWC documenting resolution and are in communication with TWC and expect both the NCP and SNAP E&T items to be resolved.

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- b. TWC Performance – Employment
  - WIOA required TWC to formally contract Boards for specific Title I Adult and Dislocated Worker. These include to be employed at quarter two and quarter four.
  - These measures are calculated using a denominator and a numerator. The denominator includes the number of program participants who exited during their period of participation. The numerator includes the number of exiters from the denominator who were employed in the second and fourth calendar quarter after exit.
  - WSA is meeting or exceeding all performance measures.

XI. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT  
DISCUSSION ITEMS (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mike Ramsey, Executive Director Workforce Development Office, City of San Antonio

- What do the Area Judges want?
  1. Conform to federal and state law and to the Interlocal and Partnership agreements. If any doubt as to the intent, as the Co6.
  2. Ensure services that conform to the allocations budgeted are delivered in each county.
  3. Report quarterly on allocation/expenditure/number served. If there is a variance of more than 10%, include a variance explanation. Update the allocation per county as additional funds/grants are received.
  4. Have a workforce center in each county, except McMullen, with the ability to do outreach and intake for all programs. Evaluate the need for additional services offered in each county regularly. Bandera is larger than Frio and Karnes and has minimal staff only present Monday 9-4. Confirm staff is present when scheduled in area centers. Using the combined allocation percentage, Bandera is .58%, Fredericksburg and Kenedy is .65%. Fredericksburg and Kenedy have centers open full time Monday to Friday.
  5. Ensure each center has the capacity to do childcare outreach, explain the program, and submit forms. Maintain waiting lists in all counties if funding is not available for enrollment.
  6. Ensure the contractor's contract conforms to the Partnership agreement.
- Dr. Sammi Morrill suggested virtual staffing due to high costs and the need to focus on demographics for specific grant allocations.
- a. Update to Develop an Operational Plan for the Interlocal/Partnership Agreement to Address Rural Judges' Service Delivery Concerns  
Presenter: Adrian Perez, CIO
  - Summary:
    - WSA/Partners working to define operational standards to ensure the Interlocal/Partnership Agreement is translated into Standard Operating Procedures.
    - Focused on communication, budget management, and performance

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

design/monitoring.

- Maintain rural service delivery in response to concerns raised by the Area Judges and in the interest of addressing the concerns in perpetuity.

— Background:

- At the March 22, 2023 meeting of the Area Judges, action was taken to request guidance from TWC regarding bifurcation of Workforce Development Area into urban and rural areas.
- Summarized concerns expressed included service, communication, and governance.
- At the April 26, 2023 meeting of the Area Judges, informed that TWC would not support bifurcation of Workforce Development Area into urban and rural areas.
- Summarized concerns expressed included services, communication, governance, and potential need for a new governance model.
- Recommended action is a work session between Partner staff and WSA, and a work session for the Committee of Six to discuss governance.

— Current Action:

- On May 22, 2023, WSA staff, Partners, and WSA Board Chair met. Partners reviewed the Interlocal and Partnership Agreement to summarize Partners preferences.
- Rural Judges Liaison shared a summary of the issues the Area Judges would like address which include to conform to federal and state law and the Interlocal and Partnership Agreement, ensure services conform to budget allocations delivered in each county, report quarterly on allocation/expenditure/number served (if there is a variance of more than 10% include a variance explanation, and update the allocation per county as additional funds are granted), workforce center in each county, except McMullen, to do outreach and intake for all programs, evaluate the need for additional services offered in each county and confirm staff presence, and ensure each center has the capacity to perform childcare outreach and maintain a waiting list in all counties if funding is not available.
- On May 25, 2023, WSA staff, Partners, and WSA Board Chair worked together to begin drafting an Interlocal/Partnership Operational Agreement that specified mutually agreeable operational standards to address these concerns.
- WSA staff has acted immediately to enhance services with the following actions: arranged for a full time representative to be available in Bandera Monday through Friday from 8am to 5pm and a representative available in McMullen on Tuesday, Wednesday, and Thursday from 8am to 5pm, SA Early Childhood Team has invested an additional \$927k in strengthening local early childhood operations by providing \$526k in back to school stipends to teachers and \$901k in teacher bonuses, and TANF budget shifted to support outreach operations to engage and serve more individuals qualifying for TANF.

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- Alternatives:
  - If Partner work sessions do not derive consensus solutions, Area Judges, through their Liaison, have communicated options such as mediation as is provided for in the Interlocal and Partnership Agreement, and/or withholding approval of the WSA annual budget.
- Next Steps:
  - Partners will continue to work on an Interlocal/Partnership Agreement Operational Plan and meet as necessary.
  - A draft of the Operational Plan will be shared with the Committee of Six shortly after the July 26, 2023, Co6 meeting.
  - Feedback will be requested at the August 23, 2023, Co6 meeting.
  - Final feedback on the Operational Plan at the Area Judges meeting on September 27, 2023, when the body considers approval of the WSA annual budget.
- Ana DeHoyos O’Connor articulated that childcare partnerships with agencies are being provided in rural areas and stated that in the future in working with early care and education partners, WSA’s logo is present because they are the reason that these trainings take place and the reason that they have the funding to do so.

## XII. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. JET Grant
  - JET Grant Awards took place on May 22, 2023. Over \$1.2M was granted to San Antonio ISD, North East ISD, Southside ISD, and Alamo Colleges – Northeast Lakeview College.
- b. American Indians In Texas at the Spanish Colonial Missions
  - WSA continues to work closely with American Indians In Texas. They have about 400 individuals who have gone through the Workforce Academy and continue to be WSA’s highest referral agency.
- c. Partnership with Bexar County Public Works
  - Lower-level staff is getting training for a CDL license which will provide them opportunity for advancement within Bexar County. This partnership is utilizing Ready to Work funding and a graduation for participants is coming in the next few weeks.
- d. Ready to Work Program
  - Enrollment goals for the year have been met.
- e. DOL Grant/Partnership With Capital Area & Rural Capital
  - This grant/partnership was potentially going to start in July but has been moved to April 2024.
- f. Presentation to New Braunfels Chamber of Commerce
- g. TWC Annual Employer Awards Update
  - Presenter: Penny Benavidez, Director of Public and Government Relations
  - Nominations have been submitted to TWC. Boeing has been submitted for large employer of the year, Tejas Pediatrics for small employer of the year, USAA for veteran friendly, Accenture for hireability, and JW Marriott for local employer

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

of excellence. Winners will be announced in November or December in Houston.

h. Media, Marketing, and Communications Update

Presenter: Penny Benavidez, Director of Public and Government Relations

- April to June 2023 media/public relations activities include 41 mentions, approximately \$250k in earned media, and 11 million impressions.
- Three stories were pitched to the media and three stories were accepted regarding the SEAL program.
- Job Fest 2023 gained a total media value of \$75,583.10. Due to media presence, 900 attendees were present compared to last year, which had about 400 attendees.
- The logo has been slightly updated from a three color to a two color, some words have been bolded, and there is now a vertical stacked orientation of the logo.

XIII. CHAIR REPORT

Presenter: Chairwoman Leslie Cantu

- Chairwoman Leslie Cantu serves on TWC's Adult Education and Literacy Committee. The Committee has invited CEO Adrian Lopez twice in the last six months to present on best practice activities.

a. BOD Attendance and Demographics

XIV. NEXT MEETING: August 18, 2023

XV. EXECUTIVE SESSION:

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board of Directors 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;
- c. Pending or Contemplated Litigation;
- d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

**The Board of Directors entered Executive Session at 10:24am and returned to Open Session at 10:44am. No action was taken.**

XVI. ADJOURNMENT

Presenter: Chairwoman Leslie Cantu

**At 12:24pm, Chairwoman Leslie Cantu adjourned the meeting.**

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 Linda Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

**CERTIFIED AGENDA OF CLOSED MEETING**

**Workforce Solutions BOARD OF DIRECTORS Meeting**

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTORS MEETING, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE BOARD CONDUCTED ON **June 23, 2023, AT 10:24 AM.**

1. The Executive Session began with the following announcement by the presiding officer: **"The Workforce Solutions Alamo \_ Executive Committee Meeting is now in Executive Session on \_ June 23, 2023, at 10:24 AM. pursuant to exceptions under Government Code 551."**
2. SUBJECT MATTER OF EACH DELIBERATION:
  - 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.**
  - e. **Government Code §551.089 – Discussions Regarding Security Devices or Audits.**
3. No further action was taken.
4. The Executive Session ended with the following announcement by the presiding officer: **"This Executive Session ended on June 23, 2023 at 10:44 AM"**

DocuSigned by:

*Leslie Cantu*

907F6E1B694F475...

LESLIE CANTU Board Chair