



BOARD OF DIRECTORS MEETING

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

August 18, 2023

10:00 AM

BOARD OF DIRECTORS: Leslie Cantu (Chair, 11:00am), Mary Batch, Yousef Kassim, Becky Butler Cap, Esmeralda Perez, Anthony Magaro (10:01am), Ben Peavy, Lowell Keig, Diana Kenny (10:01am), Lisa Navarro Gonzales, Eric Cooper (Interim Chair), Ana DeHoyos O'Connor, Dr. Sammi Morrill, Angelique De Oliveira (10:02am), Joshua Schneuker, Mitchell Shane Denn, Kelli Rhodes, Allison Greer Frances, JR Trevino

WSA STAFF: Adrian Lopez, Adrian Perez, Giovanna Escalante-Vela, Penny Benavidez, Chuck Agwuegbo, Dr. Ricardo Ramirez, Vanessa McHaney, Kristen Rodriguez, Angela Bush, Jeremy Taub, Sylvia Perez, Brenda Garcia, Marty Pena, Roberto Corral, Ramsey Olivarez, Rebecca Espino Balencia, Jason Rodriguez, Esmeralda Ramirez, Angelica Miranda, Jose Diaz, Victor Olmos, Maryam Abed, Cassandra Flores, Kimberly Villarreal, Janelle De Jesus, Terry Trevino, Jacob Musie, Aaron Bieniek, Christine Dever, Carlos Garcia, Chakib Chehadi, Francisco Martinez, Randy Davidson, Gabriela Navarro Garcia

PARTNER STAFF: Diane Rath, Cliff Herberg, Jordana Mathews, Lisa Elizondo

WSA LEGAL COUNSEL: Frank Burney, Carter Scharmen, Mike Shields

GUESTS: Katie Ferrier with SA Chamber

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 Caroline Goddard at (210) 322-6296.

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I. CALL TO ORDER

Presenter: Chairwoman Leslie Cantu

Presented by: Interim Chair Eric Cooper

A motion was made by Lowell Keig and seconded by Mary Batch to elect Eric Cooper as Interim Chair for the Board of Director meeting. The motion carried unanimously. At 10:08am, Interim Chair Eric Cooper called the meeting to order.

II. ROLL CALL AND QUORUM DETERMINATION

Presenter: Chairwoman Leslie Cantu

Presented by: Interim Chair Eric Cooper

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

III. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Chairwoman Leslie Cantu

Presented by: Interim Chair Eric Cooper

None.

IV. PUBLIC COMMENT

Presenter: Chairwoman Leslie Cantu

Presented by: Interim Chair Eric Cooper

None.

V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chairwoman Leslie Cantu

Presented by: Interim Chair Eric Cooper

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- a. Board of Directors Meeting Minutes – June 23, 2023
- b. Contract Summary and RFP Updates
- c. Update on Procurement Process Completion
- d. Contract Renewal Legal Services
- e. Contract Award Job Placement and Worksite Monitoring Services (SEAL FY24)
- f. Policy for Board-Provided Meals
- g. Policy for Internal Monitoring and Oversight of Cash Substitutes
- h. Financial Reports
- i. Early Matters Update
- j. Child Care Performance Briefing
- k. TRS Contracted Slots Pilot Briefing
- l. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
 - i. Pre-K 4 SA
 - ii. United Way
 - iii. Region 20
- m. Success Stories
- n. Procurement Diversity Update (SMWVBE)
- o. Local Plan Update
- p. Sector Based Model Update
 - i. Sector Based Score Cards
 - ii. Strategic Partnership Manager Update
- q. Performance, Programs, and Operational Updates
- r. Quality Assurance Update & TWC Audit Resolution
- s. Monitoring Outcomes & Technical Assistance
- t. TWC Performance – Youth Employed/Enrolled

Upon motion by Allison Greer Francis and seconded by Mary Batch, the Board of Directors approved the Consent Agenda items a. through t., with Lowell Keig abstaining for items d. Contract Renewal Legal Services and e. Contract Award Job Placement and Worksite Monitoring Services (SEAL FY24).

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

Presenter: Mary Batch, Audit & Finance Committee Chair

a. FY24 Budget

Presented by: Angela Bush, CFO Consultant

- In the FY23 budget amendment #2 the total budget was \$174,234,415 and the FY23 projected expenditures are \$160,216,478. The proposed budget for FY24 is \$192,112,907, which is a 10.26% increase over the previous fiscal year.
- From FY19 to FY24 the budget has increased from \$104,694,229 to \$192,112,907.
- Staffing Changes: The budget includes 50 FTEs, which is no change from the previous year. The budget includes part-time interns. It includes options for staff increase such as 3% COLA, 2% maximum merit, SHRM is estimated employers to increase salaries in FY24 by 4.6% so this is consistent with market rates, and 3% performance incentive for exemplary performance as outlined in the board's

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incentive policy.

- Other Corporate: Board facilities 12.58% for CAM increases, off-site storage, security system, and HVAC repairs. Equipment related increase by 9.31% for replacement of computers that exceed useful and cloud-based infrastructure. Professional services 6.83% increase for monitoring, legal, other consulting, and temporary staffing services.
- Workforce Centers: Increase of 15.2% or \$1,026,096 for delivery of Mobile Unit in spring 2024, dedicated CDL driver, Port San Antonio relocation from Marbach, Walzem relocation, and cloud-based technology upgrades to telephones and resource rooms throughout the workforce centers.
- Reserve and Projects: The Child Care Direct Reserve is \$10,677,098. Projected surpluses are \$214,170 for SEAL at \$60,301 and Ready to Work at \$153,869. Workforce Commission initiatives projects are Red, White & You! and Careers in Texas Industries.
- Service Delivery: An increase of 10.65% or \$15,785,012 is reflected by significant program increases for Ready to Work carry over \$13,696,050, WIOA Youth Services \$627,971, and WIOA Adult Services \$332,446. Covid-19 expired for several grants in FY23, which are highlighted in Line-Item Budget.
- Service Delivery Components: WFC operations and management direct client expenditures which includes tuition, training, work experience, and support services.
- FY24 Service Delivery budget including Ready to Work is \$164,004,337.03 and excluding Ready to Work is \$137,509,217.55. Service Delivery operational costs are about \$21 million and service delivery to the client is about \$116.5 million. The childcare reserve is \$10,677,097.40.
- FY24 Service Delivery Resource Allocation – Based on initial estimates, an analysis was completed for each fund resulting in an FY Service Delivery average of 82% for Urban and 18% for Rural. Previously the board would analyze urban and rural expenditures in the aggregate; the partners requested that we now monitor expenditures at the individual county level. A budget amendment should be complete if any county or fund exceeds a 10% straight-line variance. This will require additional resources in staffing and systems. This process would take some time to implement correctly. For FY24, the budget was developed using a fair and equitable resource allocation methodology in accordance with Texas Administrative Code (TAC) Chapter 800, Subchapter B, resource allocation guidance, and in accordance with the interlocal agreement, supporting the strategic objectives of the local plan.
- Approach to Fair and Equitable Resource Allocation: Utilized TAC 800 formulas and TWC Allocation Factors to allocate funds to each county. When a formula does not directly apply, WSA used the following process to establish a fair and equitable distribution of funds by county – Follow the Source of Funding to the Code of Federal Domestic Assistance (CFDA) to determine if a formula can be utilized, determine the target population is being served and if participants could be co-enrolled in a Formula Fund utilizing the formula fund and TWC Allocation Factors, and seek guidance from TWC on Allocation Methodology.

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- FY24 Strategic Alignment Budget Adoption: Ensure the budget is developed and implemented utilizing a fair and equitable resource allocation methodology that is in accordance with TAC 800, Subchapter B, resource allocation guidance from the interlocal agreement, and supporting the strategic objectives of the local plan. Chief Elected Officials and partners have requested that the board revisit the interlocal agreement and prepare a budget utilizing the agreed upon methodology in the agreement, “all resource allocation within the AWD shall, to the extent possible and practical considering need, be based upon the federal and state formulas used to allocate funds”.
- FY24 Strategic Alignment Budget Implementation and Monitoring: Partners have requested that the board provide a report by Fund and County, and if there is a 10% variance by Fund and County, a budget amendment is prepared. The board is managing millions of dollars, which sometimes could be impractical for smaller counties and amounts. A budget amendment takes a significant effort to prepare and obtain all necessary approvals. The process cannot impact service delivery, where funding is available in other areas. A reasonable budget policy should be developed and adopted with an appropriate minimum floor amount for a budget amendment and percentage. Ben Peavy suggested looking at variances based on either forecast or actuals. Angela Bush stated that it could be a hybrid of both of those.
- TAC 800 Formula Funds: WIOA Adult and WIOA Youth – (A) 33 1/3 percent on the basis of the relative number of unemployed individuals in areas of substantial unemployment in each workforce area, compared to the total number of unemployed individuals in areas of substantial unemployment in the state, (B) 33 1/3 percent on the basis of the relative excess number of unemployed individuals in each workforce area, compared to the total excess number of unemployed individuals in the state, and (C) 33 1/3 percent on the basis of the relative number of disadvantaged adults in each workforce area, compared to the total number of disadvantaged adults in the state.
- WIOA Dislocated Worker: Insured unemployment, average unemployment, Worker Adjustment and Retaining Notification Act data, declining industries, farmer-rancher economic hardship, and long-term unemployment. Limitation: A weight for each factor was not given, therefore, the board assigned equal weight.
- Choices/TANF: (1) The relative proportion of the total unduplicated number of all families with Choices work requirements residing within the workforce area during the most recent calendar year to the statewide total unduplicated number of all families with Choices work requirements, (2) an equal base amount, and (3) the application of a hold harmless/stop gain procedure. Limitation: An equal base amount was not given, therefore, the board only utilized factor (1).
- SNAP: (1) The relative proportion of the total unduplicated number of mandatory work registrants receiving SNAP benefits residing within the workforce area during the most recent calendar year to the statewide total unduplicated number of mandatory work registrants receiving SNAP benefits, (2) an equal base amount, and (3) the application of a hold harmless/stop gain procedure. Limitation: An equal base amount was not given, therefore, the board only

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utilized factor (1).

- Employment Services: (1) Two-thirds will be based on the relative proportion of the total civilian labor force residing within the workforce area to the statewide total civilian labor force, (2) one-third will be based on the relative proportion of the total number of unemployed individuals residing within the workforce area to the statewide total number of unemployed individuals, and (3) the application of a hold harmless/stop gain procedure. Methodology: Utilized factors (1) and (2).
- Child Care Mandatory (CCDF) and CCP (DFPS): Mandatory childcare primary population includes former DFPS (CCP Funds), Choices, TANF applicant, and SNAP. CCP-DFPS are for in home, foster care, and relative care placed by DFPS. The formula is (1) 50 percent will be based on the relative proportion of the total number of children under the age of five years old residing within the workforce area to the statewide total number of children under the age of five years old, and (2) 50 percent will be based on the relative proportion of the total number of people residing within the workforce area whose income does not exceed 100 percent of the poverty level to the statewide total number of people whose income does not exceed 100 percent of the poverty level.
- Child Care Discretionary and Quality: Childcare primary population includes low income and homeless. The formula is (1) CCDF Discretionary Funds authorized under the Child Care and Development Block Grant Act of 1990, as amended, will be allocated according to the relative proportion of the total number of children under the age of 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area to the statewide total number of children under the age of 13 years old in families whose income does not exceed 150 percent of the poverty level.
- Child Care Match: FY23 required an established match (2%), which is subject to change on an annual basis. The formula is (1) CCDF Matching Funds authorized under the Social Security Act, as amended, together with state general revenue matching funds and estimated appropriated receipts of donated funds, will be allocated according to the relative proportion of children under the age of 13 years old residing within the workforce area to the statewide total number of children under the age of 13 years old.
- Trade Adjustment Act: This program currently stopped accepting new petitions. Still, TWC is encouraging boards to reach out to clients that previously received a petition who are unemployed or whose current income is below the prior rate. TWC did not provide allocation factors for this funding. The board's alternate methodology is allocation of residents by county with an active petition whose service delivery contractor may outreach and provide services through FY25.
- FY24 Budget Special Programs: Middle Skills Grant used the adult formula methodology with CFDA number justification. Military Family Support is for Bexar County only with military base justification. Non-Custodial Parent is for Bexar County only with special initiative justification. RESEA used dislocated worker long-term unemployed factor methodology with target population justification. Student Hire Ability, VR Paid Work Experience, and SEAL used

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the youth formula (VR) methodology with target population justification. Ready to Work is for the City of San Antonio only, exceptions may apply to military-connected residents in Bexar County, with target population justification. Child Care Contracted Slots is for TRS eligible providers with target population justification. Teacher's Externship used an equal distribution methodology.

— FY24 Budget Next Steps Approvals Process: Committee of Six on August 23, 2023, Bexar County Commissioners Court on August 29, 2023, City of San Antonio City Council on September 21, 2023, and Area Judges on September 27, 2023.

Upon motion by Yousef Kassim and seconded by Ana DeHoyos O'Connor, the Board of Directors unanimously approved the FY24 Budget.

- b. Contract Update M&O Adult Program Services
Presented by: Jeremy Taub, Director of Procurement and Contracts
— Negotiations and the contract agreement are being finalized with the approved contractor C2 Global. The contract will be signed in either August or September with an effective date of October 1, 2023.
- c. Contract Renewal Child Care Management Services
Presented by: Jeremy Taub, Director of Procurement and Contracts
— The scope of work enables the delivery of services and activities to implement and support the childcare funding that provides childcare to eligible families with funds provided by TWC. The service goals align with WSA's strategic plan by removing barriers to employment for skilled and educated workers who desire to reenter the workforce. The estimated annual budget is \$121,653,545. The contractor is City of San Antonio, and the contract term is October 1, 2023, through September 30, 2024. This action exercises the second of three one-year renewals.
- d. Contract Renewal Child Care Quality Services
Presented by: Jeremy Taub, Director of Procurement and Contracts
— The scope of work facilitates programs and activities to implement and support the Texas Rising Star program. TRS mentors provide mentoring and technical assistance to providers working towards TRS certification as well as ongoing mentoring to ensure quality is maintained and elevated. The estimated annual budget is \$3,996,909. The contractor is City of San Antonio, and the contract term is October 1, 2023, through September 30, 2024. It is scheduled for re-procurement in 2024.
- e. Contract Renewal Financial Audit Services
Presented by: Jeremy Taub, Director of Procurement and Contracts
— The scope of services specifies the contractor will prepare WSA's annual Federal Tax Return and provide the required annual independent audit of WSA's financial statements, report on internal controls (single audit), and report on compliance for each major federal and state program. The impact is to maintain internal control over financial reporting and compliance with applicable law, regulations, contracts, and award agreements in accordance with Government Auditing Standards. The estimated annual budget is \$75,000. The contractor is ABIP, P.C., and the contract term is October 1, 2023, through September 30,

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2024. This action exercises the third of four one-year renewals.

f. Contract Renewal M&O Youth Program Services

Presented by: Jeremy Taub, Director of Procurement and Contracts

- The scope of services enables the contractor to develop and employ innovative strategies to support the Board’s priorities and TWC’s performance measures for the WIOA Youth Program. The impact will be youth development and citizenship, such as leadership development through voluntary community service opportunities, adult mentoring, work experience, and enrollment in post-secondary education and employment. The estimated annual budget is \$2,750,000. The contractor is SERCO of Texas, Inc., and the contract term is October 1, 2023, through September 30, 2024. This action exercises the first of three one-year renewals.

Upon motion by Mary Batch and seconded by Yousef Kassim, the Board of Directors approved the Contract Renewals items c. through f. for Child Care Management Services, Child Care Quality Services, Financial Audit Services, and M&O Youth Program Services, with Lowell Keig abstaining.

At 11:00am, Interim Chair Eric Cooper turned the gavel over to Chair Leslie Cantu.

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

- 153 centers are currently TRS, 105 have completed annual monitoring, 39 centers have increased a star level, and 15 centers have submitted an application for initial assessment.
- There are 568 CCS programs, 151 TRS programs, and the percentage of TRS CCS programs is 26.58%.
- 7,978 children are currently on the waitlist, 185 in Atascosa, 22 in Bandera, 6,724 in Bexar, 213 in Comal, 58 in Frio, 35 in Gillespie, 353 in Guadalupe, 46 in Karnes, 52 in Kendall, 128 in Kerr, 0 in McMullen, 95 in Medina, and 67 in Wilson.
- Lowell Keig asked what the roadblocks are for the children on the waitlist. Ana DeHoyos O’Connor responded that part of the problem is the reluctance of parents to find a center that suits their needs and complying with the process. CEO Adrian Lopez added that WSA also has to meet the performance matrix that TWC provides.
- Joshua Schneuker asked if any follow up is done with the centers that end their CCS agreement. Kimberly Villarreal stated that there is an exit survey that the centers are asked to complete when they end their CCS agreement, and some have stated the reason is because they are closing or there was an ownership change which would mean that the center needs to reapply for a CCS agreement.

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VIII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

a. Facility Updates

i. Port SA Update

- TWC's equipment contribution is Form 7100 approved for \$251,642. The Tenant Improvement Allowance was revised to \$2,213,750. The new monthly rent is \$28,365 with a 5% annual escalation. Construction will begin late 2023 with a move-in in the spring of 2024.
- CEO Adrian Lopez added that an amended lease will be brought to the board in October.

ii. Walzem/O'Connor Lease

- The lease at the Walzem location expires on December 31, 2023, with no options to renew. A new lease procurement was conducted, and the needs determination was found to be 23,880 square feet. Challenges for this location are the layout of the space on two separate floors, the inclusion of VR, and limited parking for staff and clients. The current monthly rent is \$25,122 with an annual rent of \$301,464. If chosen to stay at this location, the projected monthly rent is \$41,790 with an annual rent of \$501,480 and an annual escalation of 3%. The recommendation is not to remain at this facility and to issue landlord notice of non-renewal 90-days prior.
- The recommendation is to move to the O'Connor location. This location meets the square feet requirement with integration of VR, has storage for the WOW bus, designated employee and client parking, and a dedicated VIA link stop. The monthly rent will be \$61,690 with an annual rent of \$740,280 and a TI allowance of a maximum of \$80 per square foot. VR will contribute to the overall cost of the build-out and future rent. The rent escalation will be determined upon execution but not to exceed 5%. There will be an initial term of 10-years with two 5-year options to renew. Next steps are to finalize negotiations and to execute the lease.

Upon motion by Eric Cooper and seconded by Angelique De Oliveira, the Board of Directors approved the staff to finalize negotiations and execute the lease on the O'Connor property, with Lowell Keig abstaining.

IX. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

a. Employee Policy Handbook Revision

i. Employee Incentive Policy

- Formalizes an incentive program that provides the Executive Leadership discretion to provide additional compensation for the board staff who has exceeded performance expectations. Creates a reasonable and necessary incentive policy to retain and motivate valued employees who demonstrate a commitment to the agency. Award types include lump sum monetary or non-monetary awards for additional recognition, training

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- development, or continuing education.
 - The criteria include a lump sum to recognize a specific achievement, an incentive plan with goals, established criteria, and regular payouts when performance exceeds goals, and non-monetary awards can include recognition, career development opportunities, and attendance for special lectures, training programs, and conferences.
 - The limitations are awards may not exceed \$10,000 or 5% of the employee's base salary.
- ii. Remote Work Policy
- Formalizes a policy that provides the agency discretion to hire an applicant or enter a telecommuting arrangement with eligible employees who reside more than 100 miles away from an agency office but within the state of Texas as a fully remote employee (“Long-Distance Remote Work”).
 - The criteria include applicants who live more than 100 miles away, applying for and are the best candidate for a mission-critical position, and mission-critical functions of the job are capable of being performed remotely may be eligible for Long-Distance Remote Work.
 - Employees who move more than 100 miles away from their assigned place of employment but remain within the state of Texas are eligible to be considered for Long-Distance Remote Work is the remote work arrangement is in the best interest of the agency and the employee performs mission-critical functions that are capable of being performed remotely.
 - The limitations include an employee must be in good standing, meaning the employee must not be subject to a Performance Improvement Plan (“PIP”), any disciplinary action, or have been subject to a PIP or disciplinary action within the last six months. Long-Distance Remote Work is at the agency’s sole discretion and may be withdrawn at any time.
 - Lowell Keig asked why it would be necessary to hire a remote employee. CEO Adrian Lopez stated that it has been difficult to retain employees in this market and that expanding the pool of applicants within Texas will help. Lowell Keig stated that his preference is only for hard to fill positions. Eric Cooper stated that if you have invested in an employee and they move cities then this policy makes sense for retention. Joshua Schneuker stated that if you do not adapt to the times then you will lose a lot of talent. Leslie Cantu suggested that there be an amendment in the policy to define a mission-critical position. Eric Cooper suggested adding in commuting and mileage into the policy.

Upon motion by Mary Batch and seconded by Allison Greer Francis, the Board of Directors unanimously approved the Employee Incentive Policy and Remote Work Policy with the additions that were discussed.

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b. Update to Develop an Operational Plan for the Interlocal/Partnership Agreement to Address Rural Judges' Service Delivery Concerns

Presented by: Adrian Perez, CIO

— May 22, 2023, Request Summary:

1. Conform to federal and state laws and to the Interlocal and Partnership Agreements and ask Co6 if unsure. Operational Plan will guide development of new processes and procedures.
2. Ensure services that conform to the allocations budgeted are delivered in each county; reinterpretation of Partnership Agreement, Section VII. A. A county-by-county allocation method adopted for FY24, and contractor provided county budgets – work to manage and develop allocation and service level processes with fiscal staff. TWC has policy development for budget amendment, adult priority, SNAP, TANF, childcare, and Local Plan update.
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 and grants are received. Establish a County Allocation and Service Delivery Report (CASD), and Local Workforce Councils (Outreach and Project Plans).
4. Have a workforce center in all counties except McMullen with the ability to do outreach and intake for all programs. Evaluate the need for additional services offered in each county regularly. Acted immediately to assign staff and have included in adult contractor agreement. Will enact assessment annually and included in the Operational Plan.
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. Service levels and outreach will be coordinated through the Local Workforce Councils and included in Outreach Plan.
6. Ensure contractor's contract conform to Partnership Agreement. Contractor agreements contain language on "Rural Outreach Pilot" and agreement to participate in development of CASD and Workforce Councils.

— Recommendation is for board staff to continue to work with TWC to assess impacts on updates to the budget and performance procedures, continue to integrate recommendations with adult, youth, and childcare contractors, and bring Iterative Operational Plan, budget amendments, and other recommendations in coordination with partner staff and Committee of Six.

— If partner work sessions and recommendations do not derive consensus solutions, the Area Judges, through their Liaison, have communicated options such as mediation or withholding approval of the annual budget.

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

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

Presented by: Diane Rath, Executive Director, AACOG

- Clarification was brought out for “partners” which entails the elected officials and WSA Board of Directors. Partner staff have been working together on the Operational Plan.
- The Area Judges are not asking for anything new, rather, they require conformity to the Interlocal Agreement which mirrors language in state law whereby TWC allocates funding to each area. Diane Rath expressed appreciation for staff efforts to address these concerns.

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

a. Recognition of WSA Interns

- Introduction of interns, schools they are attending, and the departments they are working in.

b. Applications for Funding

c. Ready to Work Program & Monitoring

- No findings or disallowed costs.

d. Update on Datapoint

Presenter: Penny Benavidez, Director of Public and Government Relations

- Datapoint Career Center open house and unveiling event will be held on September 15, 2023, at 9:00am.

e. Media, Marketing, and Communications Update

Presenter: Penny Benavidez, Director of Public and Government Relations

- 13 total mentions, 4.5 million impressions, and 110.7k in media value. Top stories are labor force, artificial intelligence in the workforce, and Ready to Work. The San Antonio Business Journal had an inaugural workforce development edition featuring CEO Adrian Lopez. 2022 Annual Community Impact Report has been released. Launching a monthly newsletter to elevate awareness, engage current contacts, attract new contacts, provide timely and relevant information, and strengthen leadership position.

XII. CHAIR REPORT

Presenter: Chairwoman Leslie Cantu

a. BOD Attendance and Demographics

b. Recognition of Staff Presentations

- Adrian Lopez presented at the State and Workforce Education in San Marcos, the TWC Texas Conference for Employers, and the Adult Education and Literacy Advisory Committee.
- Caroline Goddard spoke at the Literacy Texas Annual Conference.

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XIII. NEXT MEETING: October 27, 2023
Pleasanton Chamber of Commerce
605 2nd Street
Pleasanton, TX 78064

XIV. 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 went into Executive Session at 11:58am and returned to Open Session at 12:12pm. No action was taken.

XV. ADJOURNMENT

Presenter: Chairwoman Leslie Cantu

Upon motion by Eric Cooper and seconded by Lowell Keig, Chairwoman Leslie Cantu adjourned the meeting at 12:14pm.

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 Caroline Goddard at (210) 322-6296 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 Director Meeting

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTOR MEETING, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE MEETING CONDUCTED ON AUGUST 18, 2023, AT 11:58 AM.

1. The Executive Session began with the following announcement by the presiding officer: **“The Workforce Solutions Alamo Board of Director Meeting is now in Executive Session on August 18, 2023, at 11:58 AM pursuant to exceptions under Government Code 551.”**

2. SUBJECT MATTER OF EACH DELIBERATION:

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;**
 - 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.**
3. No further action was taken.
 4. The Executive Session ended with the following announcement by the presiding officer: **“This Executive Session ended on August 18, 2023, at 12:12 PM.**

DocuSigned by:

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Leslie Cantu, Chair

(signature)