



## **OVERSIGHT COMMITTEE MEETING - MINUTES**

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

**October 6, 2023**

**9:00 AM**

**BOARD OF DIRECTORS:** Dr. Sammi Morrill (Chair), Leslie Cantu, Esmeralda Perez (9:06am), Allison Greer Francis (9:16am)

**STAFF:** Adrian Lopez, Adrian Perez, Gabriela Navarro Garcia, Penny Benavidez, Jessica Villarreal, Jeremy Taub, Randy Davidson, Chuck Agwuegbo, Dr. Ricardo Ramirez, Sou Khamsourivong, Rebecca Espino Balencia, Kristen Rodriguez, Vanessa McHaney, Manuel Ugues, Brenda Garcia, Daisey Vega, Sylvia Perez, Angela Bush, Sandra Rodriguez, Victoria Rodriguez, Gabriela Orr, Christine Dever, Chakib Chehadi, Roberto Corral

**PARTNER STAFF:** None.

**LEGAL COUNSEL:** None.

**GUEST:** Carley Reeves Hernandez

### **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 Caroline Goddard at (210) 322-6296.

***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 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.***

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 Caroline

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Goddard, (210) 322-6296.

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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.**

I. CALL TO ORDER

Presenter: Dr. Sammi Morrill, Committee Chair

**At 9:00am, Chair Dr. Sammi Morrill 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

— Carley Reeves Hernandez is a parent of a toddler who attended Mossrock KinderCare, one of the childcare facilities in the WSA TRS program with a 4-star rating. She stated that she sewed a recording device into her 20-month old's jacket. She noticed a change in her behavior and weight loss. She states that the recording device captured 7 hours of two particular daycare workers hitting her daughter and other children, calling them names, and refusing to feed them, along with using foul language. Ms. Hernandez contacted Child Care Investigations but they would not make an abuse file because her daughter couldn't speak to confirm the events on the recording. She also contacted HHSC, DFPS, and NAEYC (National Accreditations). Chair Dr. Sammi Morrill thanked Carley Reeves Hernandez for her comments and ensured that they will be taken seriously, and staff will follow up on this.

V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Committee Chair

a. Meeting Minutes – August 4, 2023

**Upon motion by Leslie Cantu and seconded by Allison Greer Francis, the Committee unanimously approved the Consent Agenda item a. Meeting**

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## Minutes – August 4, 2023.

### VI. BRIEFING: PROGRAMS & OPERATIONAL (DISCUSSION AND POSSIBLE ACTION)

Presenter: Teresa Chavez, COO

#### a. Performance, Programs, and Operational Updates

- MPR Quarterly Performance Updates: WSA is currently meeting or exceeding performance targets for 2023 TWC Contracted Measures, except Claimant Reemployment within 10 weeks. WIOA for DW credential rate is at 90.24% which is at risk, but more accurate numbers will be in once the final report is received. WIOA Youth median earnings at Q2 post exit is 94.1% which meets performance but is at risk. WIOA C&T credential rate is at 95.47% which meets performance but is at risk. Reemployment and employer engagement for Claimant Reemployment within 10 weeks is currently failing at 93.35%. WSA has identified issues with the going back to work numbers and TWC has been notified and are working on this.
- Childcare performance is at 106.75%. TWC performance was set at 11,427 for FY23 and current YTD for FY23 is 12,050. The Alamo region number of CCS/TRS early learning centers is at 30%. The total number of programs in both rural and urban areas are 1,047, total number of CCS programs are 567, and total number of TRS programs are 170.
- Training and Employment Navigator Pilot: Target enrollment was 12, Q6 active enrollments are 47, and total YTD participants served are 92. Chair Dr. Sammi Morrill asked about the budget for this grant since the participants being served are four times the amount of the target. COO Teresa Chavez stated that since this is a pilot program that is for those at risk for sex trafficking or have been sex trafficked, no participant will be turned away. Even though 92 participants have been served, these are all the participants being accounted for even if they are only coming for resources or even if they did not complete training. The allowable costs for this grant are anything needed for self-sufficiency.
- SEAL: \$240,918.82 earned with 22,944.5 hours worked. TWC target was 256, total enrollments were 364, 184 completed work readiness training, 221 were placed in jobs, 152 completed five weeks of work, and 4 participants were offered permanent employment.
- Teacher Externship: Target was 160 teachers in 25 ISDs and 139 educators completed. The award was increased by \$106,000 to serve an additional 39 teachers. Next steps are to expand rural district participation.
- Student HireAbility Navigators: Attended the State Transition Conference from July 16 – 19<sup>th</sup> in San Antonio. Discussions included Charting the Course and Next Steps to Independence. Conversations and strategic planning continue for the 2<sup>nd</sup> Annual Alamo Hire Event on October 12, 2023, at the Data Point Career Center. Planning continues for the November 2, 2023, Alamo Helping Hands Resource Collaboration Event with Southside First/Women's Unlimited at the South Flores Career Center. Career Exploration Day is being planned in collaboration with Vocational Rehabilitation for January 2024 at the New

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Braunfels Career Center.

- Military Family Support Program: Strengthening partnership with JBSA and braiding Ready to Work. 5 new enrollments, 2 in training, and 6 given support services.
- Workforce Commission Initiatives: Hiring Red, White & You! is the Veteran's Job Fair to be held on November 2<sup>nd</sup> from 9am to 2pm at the Expo Hall B Freeman Coliseum, Texas Veterans Leadership Program provides support to TVLP staff at South Flores and Walzem centers, and Career in Texas Industries held its last two events in September.
- RESEA: Per the last TWC report, the monthly reporting is at 93.6% which exceeds the 80% completion rate required for boards in BCY23.
- WIOA Youth Enrollments to Date: Urban enrollments for both in and out of school youth are at 121%, rural enrollments for both in and out of school youth are at 365%, occupational and vocational training are at 85%, work experience at 126%, supportive services at 387%, and GED services at 186%. Current work experience agreements are at 177, 449 positions available, 140 participant enrollment target, and 177 current participants enrolled to date. Youth budget is on track with the contractor meeting at 94%. Youth work experience totals earned are \$661,273 with 177 youth participants. The largest job sectors are government and education.
- Jobs Ya'll Youth Career Events: Past events were held in Seguin and San Antonio in September. The San Antonio event had 136 youth in attendance from 7 SAISD schools with 7 employers.
- FY24 Youth Career Exploration: January 19 and 26, 2024 will be an urban event cohosted with UP Partnership at Northeast Lakeview College targeting 1,000 youth, January 2024 will also have a rural event cohosted with Seguin EDC at Seguin City Coliseum targeting 800 youth, April 2024 will be an urban event at Alamo College District targeting 400 youth, September 2024 will be a rural event in Atascosa County targeting 400 youth. Additional youth events are being explored with key partners with dates and times to be determined.
- Ready to Work Program: 3,625 WSA applicants have been interviewed, 1,968 have been case managed and enrolled in training, 230 completed training, and 105 have been placed in quality jobs. Top trainings being selected are healthcare, IT, and construction.
- Aspen Workforce Leadership Academy: This is a 10-month process and the Fellows have finished colab 4 and are about to go into colab 5 where they are drafting recommendations to develop change strategies. The Fellows are in 4 working groups with the first group working on measures and outcomes, specifically on the Ready to Work program, the second group is working on employer education focusing on untapped talent, the third group is working on partnerships within the workforce ecosystem, and the fourth group is working on strategic navigation as it appears in the workforce ecosystem. On December 4, the Fellows will be having a stakeholder pitch meeting discussing their research and topics.

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VII. BRIEFING: PROCUREMENT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jeremy Taub, Director of Procurement and Contracts

a. Contract Summary and RFP Updates

- Summary of procurement bid projects in process: Postage Meter Machines is under contract, Access Control Equipment is open with an anticipated award date in October, Walzem Lease Property Search is under contract, Kerrville Lease Property Search is under evaluation with an anticipated award date in January 2024, Teacher Externships is in progress with an anticipated award date in January 2024, Hondo Lease Property Search is in progress with an anticipated award date in December, and CFO Staff Augmentation Services is pending award with an anticipated award date in October.

VIII. BRIEFING: QUALITY ASSURANCE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Ricardo Ramirez, Director of Quality Assurance

a. Quality Assurance Update & TWC Audit Resolution

- The four items listed in the TWC Audit Resolution have been resolved and are now closed.
- TWC's annual monitoring will start on October 10<sup>th</sup> through the 20<sup>th</sup>.
- TWC has also started its Equal Opportunity (EO) monitoring.

b. Monitoring Outcomes and Technical Assistance

- All monitoring engagements for the year both through the external monitor and QA have been completed at 100%.
- TANF/Choices – C2 GPS has an 82.08% accuracy rate. Three items highlighted for continuous improvement are timely and reasonable attempts, timely communication of participant status changes to HHSC, and recording of/reporting participant employment outcomes.
- WIOA Youth – SERCO is 100% complete and in the process of issuing the final report.
- SNAP Annual (Slant) Review – C2 GPS has a 92.1% accuracy rate. Three items highlighted for continuous quality improvement are eligibility on verification requirements, data entry on service tracking information, and data entry on program detail information.
- Chair Dr. Sammi Morrill asked about the continuous improvement and what the reporting back expectation is. Dr. Ricardo Ramirez stated that they will meet with the programs team and the partner to review each of the items for improvement. He stated that they will be monitoring the internal controls to assist with training or technical assistance. Chair Dr. Sammi Morrill asked to have the discussion on QA at the beginning of the meeting.
- HHSC has started monitoring SNAP E&T fiscal transactions. The fiscal department will report the project to the Audit & Finance Committee.
- 95% of the digitizing paper records project is complete.

c. TWC Performance – Median Earnings at Q2

- Each year, TWC contracts require boards to meet or exceed performance targets. Three of these measures include reporting median Q2 earnings for Adult, Dislocated Worker, and Youth. These measures are tied to participant income

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from employment activities. WSA uses TWC's MPR to determine outcomes. WSA attaches TWC's performance to partner contracts and ties these to their profits. WSA has consistently met or exceeded the measures.

IX. RURAL PARTNERSHIP UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Perez, CIO

- The establishment of County Workforce Councils has begun through a process of Community Conversations. The second meetings are underway with the third round of meetings being planned.

X. CHANGES TO BOARD OF DIRECTORS COMPOSITION (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Perez, CIO

- TWC released WD 21-23 on September 1, 2023, that required the additions of a representative of the childcare workforce. WSA and partner staff are working to ensure a slate is nominated and presented to the Committee of Six on December 6<sup>th</sup> to include an additional private sector position to maintain the mandated 51% balance of private sector representation.

XI. CEO REPORT

Presenter: Adrian Lopez, CEO

a. Ready to Work Monitoring

- The City of San Antonio has completed their monitoring and WSA is waiting on the results, however, it looks like there will not be any questionable costs.

XII. CHAIR REPORT

Presenter: Dr. Sammi Morrill, Committee Chair

None.

XIII. 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;
- 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.

None.

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XIV. ADJOURNMENT

Presenter: Dr. Sammi Morrill, Committee Chair

**Upon motion by Leslie Cantu and seconded by Esmeralda Perez, Chair Dr. Sammi Morrill adjourned the meeting at 10:09am.**