

# Workforce Solutions Brazos Valley

## Board Meeting

Thursday, February 15, 2018

Center for Regional Services

Board Room

3991 East 29<sup>th</sup> St, Bryan, TX

## Minutes

### Attending

Jared Patout  
Robert Orzabal  
Melinda Berlan  
Nick Gilley  
Frank Perez  
Bill Parten  
Ann Chapman  
Ann Boney  
Sal Zaccagnino  
Sharon Flores  
Marsha Skinner  
Clark Gandy  
Diamantina Montalvo

### Representing

Private Sector  
Private Sector  
Private Sector  
Private Sector  
Secondary Education  
Adult Basic Education  
Private Sector  
CBO  
Economic Development  
Public Assistance  
Private Sector  
Private Sector  
Public Employment

### Excused

Donna Taylor, Mary Hensley, Angie Alaniz, Doug Weedon, Eddie Coulson, Nester Leamon, Dianne Ryder and Chris Dyer

### Guests

Robert Reyna and Robert Gonzales with WFC-Bryan; Becky Collet and Ambyr Weidner with Region 6 and Matt Prochaska.

### Staff

Trish Buck, Barbara Clemmons, Rachael Robertson, Jodi Cobler, Kristen Goodson, Shawna Rendon, and Vicki Wilkins

#### **I. Call meeting to Order**

Meeting called to order by Chair Robert Orzabal at 12:08 PM.

#### **II. Introductions / Conflict of Interest / Mileage Forms**

Forms were made available to Board Members.

Introduction of Matt Prochaska with Research Valley Partnership

#### **III. Review of January, 2018 Minutes**

WSBV Board Meeting Minutes for January 18, 2018, were accepted as presented.

#### **IV. Financial Report**

Ms. Trish Buck reviewed the accounts which were over expended, under expended and additional funding from the state that was received.

**V. Presentation by Matt Prochaska, President/CEO of Research Valley Partnership**

**VI. Consent Agenda**

**A. Recommend Approval of \$60,000 for FY 18 SERCO Re-employment Services Program**

Ms. Diamantina Montalvo abstained from this recommendation.

**B. Recommend Designation of \$ 142,289.00 of Workforce Innovation and Opportunity Act (WIOA) Dislocated Funding for WIOA Adults**

Ms. Diamantina Montalvo abstained from this recommendation.

**C. Recommend Approval of Storage Disability-Related and Medical Information Policy**

**D. Recommend Approval of Non-custodial Parent Policy Modifications**

Ms. Diamantina Montalvo abstained from this recommendation.

**E. Recommend Approval of Region 6 ESC Adult Education and Literacy Program Service Contract Supplemental to FY18 budget, up to \$25,482.00**

Ms. Diamantina Montalvo abstained from A, B and E.

Motion to accept Items A-E was given by Mr. Bill Parten.

Mr. Frank Perez seconded the motion. The motion carried.

**VII. Executive Directors Report**

Was given by Ms. Trish Buck due to Mr. Tom Wilkinson being absent.

**1. Texas Association Workforce Board**

Chair Robert Orzabal informed the board he and Ms. Trish Buck attended the TWC quarterly meeting and was briefed by the Texas Workforce Council and lobbyists informing the Boards of the legislative and what is being considered. Ms. Trish Buck was present at the Executive Director's meeting and what items were presented that would affect the Board's funding. Some issues included: criminal background checks and recidivism; how congress decides on immigration issues; Texas Education Agency and Higher Education Coordinating Board decisions regarding high schools and the technical career education classes; State school finances; and the cost of dual credit being given at the eighth grade.

**2. Bryan/College Station Economic Outlook**

Ms. Trish Buck informed the board there were many presentations and good information.

**3. Transitions Fair February 17, 2018**

Ms. Trish Buck informed the Board that the Center had participated which was a fair that helps youth with disabilities transition out of high school into a job or post-secondary education.

**4. Site-based Literacy Classes**

Ms. Trish Buck mentioned the site-based literacy classes have been a struggle to get committed employers. Ms. Buck asked the Board to refer any employers that have Spanish speaking employees who need help with their English.

**5. Teacher Externship**

Ms. Buck informed the Board there have already been clients registered for this year's classes.

**6. Texas Higher Education Coordinating Board 60x30TX Regional Targets in Central Texas**

Ms. Buck explained this group is coming together to decided how Universities and Community Colleges can meet the Governor's goal of having 60% of the 25 to 34 age population in Texas have a post-secondary certificate or a degree by the year 2030. A handout was provided that shows the Texas Higher Education Board's

regions. Our area has a group of educational facilities who are working on these goals. The Board will be notified when these goals have been decided.

#### **7. No March Board Meeting**

Ms. Trish Buck stated while there is no March Board meeting there may have to be an Executive Committee meeting to award SERCO the Summer Earn and Learn allocation when it is received from TWC.

### **VIII. Planning Committee**

Mr. Nick Gilley explained the Planning committee had met and discussed the Consent Agenda line by line.

Ms. Buck explained the draft Local Board Goals from the January retreat were in your Board packets. The goals were typed up verbatim from the retreat. These Board goal objectives are for one year and the goals are for two years. These were typed up using the top four goals. Each goal and objective was reviewed. To address the soft skills goal the Board staff recommended the Work Keys talent assessment. An example was in the board packet. It is Board staff's recommendation to make this Work Keys assessment available to anyone who comes into the Workforce Center who would like to take it. These objectives and goals can be modified at any WSBV Board meeting if you the Board would ever feel the need to make changes.

Mr. Nick Gilley stated this is the time to make any changes that need to be made.

Mr. Robert Orzabal informed the Board extra copies of page 25 listing the local goals and objectives were on hand if any Board member needed to review them at this time. Mr. Jared Patout motioned to approve the local goals and objectives. Ms. Ann Boney seconded the motion. The motion carried.

Mr. Nick Gilley informed the Board we had a new performance review which Ms. Buck would explain. Ms. Buck explained there would not be a colorful dashboard in the future. She explained that there were three performance targets for each measure from Adam Leonard at TWC. The three levels of each target resulted in a floor rate, a middle rate and a ceiling rate. At the end of the year TWC can go with the middle proposed rate or the higher ceiling rate or the lower floor rate for each of the measures and the Board would have no control over the end performance expectation. Because this makes the Board's performance a moving target the Board staff have a blend mix of performance targets for SERCO. The ceiling target was chosen by the Board staff when TWC indicated that they were already using it for a particular measure on the monthly performance reports they issue out. The middle performance targets were chosen by Board staff for the rest of the measures.

The AEL performance report handout was reviewed by Ms. Buck. The site-based program is having problems due to no employers wanting anyone on their job-site.

The Veterans services report was reviewed by Ms. Buck which was for January (Not for October as the report shows).

The monitoring reports were in your packets and success stories at the back of your packets, if there are any questions or concerns Ms. Buck offered to address those at this time.

### **IX. Meeting was adjourned at 1:11 PM.**