

Workforce Solutions Brazos Valley

Board Meeting

Thursday, February 21, 2019

Center for Regional Services

Board Room

3991 East 29th Street, Bryan, TX

MINUTES

ATTENDEES

Angie Alaniz	Post-Secondary Education
Ann Yager Chapman	Private Sector
Bert Miller	Private Sector
William “Bill” Parten	Adult Basic Education
Crystal Crowell	CBO
Donna Taylor	Private Sector
Doug Weedon	Vocational Rehabilitation
Frank Perez	Secondary Education
Jared Patout	Private Sector
Josh Isenhour	CBO
Mary Valadez-Perez	Public Assistance
Melinda Berlan	Private Sector
Nick Gilley	Private Sector
Robert Orzabal	Private Sector
Roby Somerford	Private Sector
Sal Zaccagnino	Economic Development

Excused

Ann Boney, Clark Gandy, Dianne Ryder, Marsha Skinner, Mary Hensley, and Tashia Dickerson

Guests

Tara Lamont-Program Director, Bradley Williams-Chief Customer Officer and Vice-President of Eastern Operations, Robert Kershey-Accountant, Dewayne Street-Regional Director, and Dora Lopez-Performance Manager for Workforce Center/BSU Contractor ResCare, Latresia Williams-CCMS Program Manager SERCO, John Brieden III, TJ Robie and Tony Ramirez-Veterans Services

Staff

Vonda Morrison, Barbara Clemmons, Karen Sanders, Rachael Robertson, Rachael Richmond, Jodi Cobler, Vicki Wilkins, Shawna Rendon, Kim Patch, Kristen Goodson, Lidia Hawryluk, Sharon Maass, Zeb Heckmann, Michael Parks and Stephen Bailey.

I. Call meeting to Order

Meeting called to order by Chair Robert Orzabal at 12:01 PM.

II. Introductions / Conflict of Interest / Mileage Forms

Forms were made available to Board Members. Introduction of Bradley Williams and Dewayne Street with ResCare.

III. Review of January 2019 Minutes

WSBV Board minutes for January 17, 2019 were accepted as presented. Mr. Jared Patout motioned to accept the minutes as presented. Mr. William Parten seconded the motion. The motion carried.

IV. Financial Report

Ms. Shawna Rendon presented in detail the final December financial report on page 07 of the Board Packet. There are numerous comments stating “new subcontractor. Working on expenditure issues”. The WSBVB Program Manager, WSBVB Budget Administrator and ResCare Managers met the morning of February 21, 2019 to discuss performance and expenditure levels which are at an all-time low. This meeting allowed ResCare to share their future plans. Performance is not being met for the contracted Workforce measures. Texas Workforce Commission is currently reviewing the measures and are contacting the Board staff regarding performance and the expenditures, which is a concern because if the funds are not being expended and the performance is not being met TWC can come in and de-obligate funds. There has never been an issue with expenditures for the Adult population, but there is now. Not spending the WIOA Youth funds is why we have a new subcontractor, and this continues to be an issue for ResCare.

The Adult Education & Literacy (AEL) program had \$18,000 de-obligated last month. This was due to enrollment, the goal was to have 616 enrolled in AEL classes currently there are only 188. Blinn is also a new subcontractor which took over in July 2018. The Teacher Externship program will be closing out soon and approximately \$20,000 will be de-obligated at that time.

Financially the budget is at an all-time low and the Board Staff are trying to turn this around by having weekly performance meetings with the subcontractors. Ms. Shawna Rendon allowed for any questions or comments and none were voiced at this time.

The floor was opened to ResCare to explain why they are not meeting expenditures. Mr. Bradley Williams shared he is responsible for the Brazos Valley contract. Mr. Williams spoke of the earlier meeting today with Board Program Manager and Program Administrator. The data does not lie ResCare has had a very difficult transition period due to the numerous turnover in leadership areas and ResCare’s third Regional Director which is now Ms. Tara Lamont. ResCare is confident that Dewayne Street and Tara Lamont have our confidence and will give stable leadership. There was an erosion in October, November and December where the measures failed greatly. Mr. Williams apologized and informed the Board this is completely doable. The previous 4-6 weeks ResCare from a corporate stand point, has taken over to implement performance measure strategies, supports, operational and WIOA plans. A report will be presented on March 01, 2019 to the WSBV Board Program Manager explaining how these performance measures will be met and deliver the budget. There will be a transparent road map weekly given to the Board staff determining how these funds will be spent and a daily report showing how the contractual agreement will be met.

Ms. Vonda Morrison informed the Board of the meeting with ResCare which Shawna Rendon (WSBVB Budget Administrator) also attended this morning. An email sent to Mr. Street this week concerning Ms. Morrison’s concerns regarding the budget, low expenditures, performance and the customers not being served. No funds being expended means no customers are being served. The Resource Room is full and having more and more customers utilizing it with no staff reaching out and serving those customers. The WSBV Program Manager discussed with Mr. Tom Wilkinson, Executive Director the concerns regarding performance and expenditures. As Board staff we are here to support and help the subcontractors stabilize the budget. March 01, 2019 is when ResCare’s report is due showing how they will increase performance and spend the funds. ResCare is very short staffed and is working on hiring additional staff. Mr. Williams mentioned the customers are here the Workforce Center is sitting on a gold mine. ResCare hired three staff members yesterday trained with weekly goals. Mr. Dewayne Street mentioned the Resource room and staff reaching out to customers and has been stabilized at this point. ResCare is currently interviewing for a Quality Assurance position and Operations Manager. Ms. Tara Lamont addressed the Board regarding those interviews.

Mr. Robert Orzabal addressed Ms. Shawna Rendon regarding the money and time frame that money will be de-obligated. Ms. Rendon informed the Board that funds may possibly be de-obligated, each month the funds are not expended and customers are not served, there is a greater chance funds will be de-obligated. Board staff could assist in transferring of funds, but there is not enough time to implement the transfer. Money will be de-obligated this month for December and January money will be even greater with hardly any customers served. ResCare is approximately \$320,000.00 underspent at the contractual level as of the end of January, 2019. There are some funds The Board staff could transfer to another fund but unfortunately at this point in February there is not enough time to spend those funds. The WIOA funds expire June 30, 2019 which we run two years at a time and there is a large probability those funds will be de-obligated for the Out-of- School Youth population. Ms. Morrison informed the Board the budget is at a crisis level and discussion concluded on performance and expenditures.

Mr. Robert Orzabal introduced Rachael Robertson for a construction video to use in the Workforce Center.

NO MOTION WAS GIVEN TO ACCEPT THE FINANCIAL REPORT THIS MONTH.

A construction video was presented by Ms. Rachael Robertson of the WSBVB Staff. This video will be presented to all the BV Independent School Districts. The first video was the manufacturing video which Ms. Morrison presented at the Bryan-College Station Business Conference and the Workforce Center used for presentations. There will be a set of three videos. Manufacturing was the first, construction the second and the third will be Health Care. The Board voiced to have three separate videos around three minutes in length due to keeping one's attention. Ms. Ann Chapman requested a copy of the videos to use for presentations at other meetings and committees she attends. Eventually there will be one video on YouTube with the three video's to show the three top job industries in the Brazos Valley.

Mr. Robert Orzabal requested when videos are complete and on YouTube to send each WSBV Board member the link to watch, like and promote the videos.

V. Consent Agenda

- A. Recommend Approval of the Updated Integrated Plan**
- B. Recommend Approval of the Modified Board Goals**
- C. Recommend Approval of Madisonville AEL Funding**
- D. Recommend Approval of SNAP E&T Government Shutdown Policy**

Ms. Ann Chapman motioned to accept items A, B and D as presented to the Board. Mr. Frank Perez seconded the motion. The motion carried.

Item C was motioned to be accepted as presented by Ms. Angie Alaniz with Mr. William Parten abstaining. Mr. Frank Perez seconded the motion. The motion carried.

VI. Executive Director's Report

- A. TALAE Conference – Houston, Texas (Feb. 6-8, 2019)**
- B. Board Member Status/New Board Staff**
- C. TAWB Meeting in Austin (Feb. 11-12, 2019)**
- D. National Association of Workforce Boards (NAWB) March 2019**

Mr. Wilkinson, Dianne Ryder, Robert Orzabal, Nick Gilley and Vonda Morrison will be in attendance. This will be held in Washington DC.

- E. Helping Youth Prepare for Employment (HYPE)**

HYPE Career Expo 2019 – April 17, 2019

Theme: Break the Mold: Non-Traditional Employment

- F. Adult Education & Literacy (AEL) Updates**

Ms. Vonda Morrison gave the Executive Director's report due to the absence of

Mr. Tom Wilkinson.

The TALAE for AEL conference was in Houston which Kim Patch and I attended. The conference was very interesting and productive.

Ms. Diamantina Montalvo with TWC resigned as of February 04, 2019 which TWC is working on finding a replacement for her.

New Board staff employee Ms. Rachael Richmond a child care Texas Rising Star (TRS) mentor/assessor was introduced.

Robert Orzabal and I attended the TAWB executive director's meeting focused on Pre-K, the budget, and Work in Texas (WIT) is changing with a new dashboard being effective July 01, 2019 with training.

The HYPE Career Expo is now standing at 632 students confirmed for attendance.

The AEL update has a de-obligation of \$18,000.00. GED/ESL classes are in all seven counties at this time. The staff is continuing to work with Blinn on securing and outreaching to make performance.

VII. Planning Sub-Committee Meeting

A. Performance Review

B. Board Monthly Monitoring

Mr. Nick Gilley explained the recommendations which were discussed in the Planning Committee meeting with the Board approving all those recommendations.

Mr. Gilley introduced Ms. Vonda Morrison for the performance review. The performance being focused on those measures we are not meeting being WIOA Dislocated Worker employed-Quarter 2, Youth employed/enrolled-Quarter 4, Youth Credentials, SNAP and Choices.

We are not meeting three of the seven performance measures for AEL. The Board staff is working with the subcontractors to make sure performance will increase. No March board meeting due to spring break. Mr. Doug Weedon asked if the problems due to not meeting performance has been corrected. Ms. Morrison stated they are in the process of being corrected. The Board requested a March WSBV Board meeting to stay on top of the performance measure report from ResCare due on March 01, 2019. The Board needs to be aware of the performance, what is being done to correct the low performance measures, the de-obligation amounts and if necessary the possibility of procuring new subcontractors. The meeting will be the third Thursday on March 21, 2019.

The monitoring reports are in the Board packets if there are any questions or concerns. No questions or concerns were voiced at this time.

Ms. Morrison explained with our Board, Executive Director, Board staff and current ResCare staff and the weekly performance reports the measures should increase extensively.

Mr. Orzabal asked Assistance Executive Director, Mr. Michael Parks to close with a positive note on the Fiber project. The project is fully lit from here to Caldwell. Details given on the smaller towns and independent school districts and the effect the fiber will have giving continuous and large data capability.

VIII. Adjourn/Evaluations

Chair Robert Orzabal adjourned the meeting at 12:46 PM