

Workforce Solutions Brazos Valley
Executive-In-Lieu of Board Meeting
Thursday, June 20, 2019 – 12:00 PM
Center for Regional Services
Board Room
3991 East 29th Street, Bryan, TX

MINUTES

ATTENDEES

Ann Yager-Chapman
William “Bill” Parten
Jared Patout
Josh Isenhour
Mary Valadez-Perez
Nester Leamon
Nick Gilley
Reed O’Brien
Robert Orzabal
Roby Somerford
Frank Perez

Private Sector
Adult Basic Education
Private Sector
Private Sector
Public Assistance
Private Sector
Private Sector
Public Employment
Private Sector
Private Sector
Secondary Education

Excused

Dianne Ryder, Sal Zaccagnino, Roby Somerford, Angie Alaniz, Bert Miller, Melinda Berlan, Marsha Skinner, Crystal Crowell and Tashia Dickerson

Guests

Lisa Buchanan ResCare Deputy Director, Rachelle Defillo ResCare Deputy Director, DeWayne Street-ResCare Regional Director and Michelle Day-Regional Director(Tenn., Indiana, MS), Manual Ugues-SERCO, Latresia Williams-SERCO-CCS Services Director, Gayle Mann SERCO-CCS Provider/Financial Manager, John Brieden III – Washington County

Staff

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

I. Call to Order

Chair Orzabal informed the members and guests there was not a quorum. An Executive-In-Lieu of Board meeting was called to order at 12:15 PM. All items will be discussed and will be ratified at the next meeting which will be August 15, 2019.

II. Introductions / Conflict of Interest / Mileage Forms

Forms were made available to Board Members.

III. Review of May 2019 Minutes

WSBV Board minutes for May 16, 2019 were reviewed.

IV. Financial Report

Ms. Vonda Morrison reviewed the financial report, in the absence of Shawna Rendon, Program Administrator.

The WIOA youth program is under expended and TWC may de-obligate the funds. The Adult Education and Literacy (AEL) Program is expended at 62.4% and should be 80% expended, and these funds may also be de-obligated. Child Care, TANF and ES funds are on target financially. Ms. Morrison asked if there were any questions or concerns at this time. None were voiced.

V. Consent Agenda

- A. **Recommend Approval to Modify the NCP Choices Incentive**
- B. **Recommend Approval to Modify Choices Family Work Requirement for Two-Parent Families Policy**
- C. **Recommend Approval of E-Verify Policy**
- D. **Recommend Approval to Modify WIOA On-The-Job Training Policy**
- E. **Recommend Approval of New WIT Registration Requirements Policy**
- F. **Recommend Approval to Modify the Common Program Incentives Policy**
- G. **Update on ResCare's Performance**

Chair Orzabal read the Consent Agenda Items and stated they were reviewed in the Planning Meeting and were recommended for Approval. These items will be reviewed and approved at our next WSBV Board meeting.

VI. Executive Director's Report

A. SEAL (Update)

Chair Orzabal apologized for Mr. Wilkinson's absence.

Ms. Morrison explained SEAL is our Summer Earn and Learn program which is in its first session with currently 51 clients enrolled. The program runs June through August consisting of 5 weeks at up to 20 hours per week. The Workforce Center and Vocational Rehabilitation have done a great job recruiting employers and clients to take part in this program.

B. Independence Day Job Fair – July 2nd from 10:00 – 1:00 PM

The Veterans will be arriving at 9:30 AM.

C. June 5th – Small Business Forum – Co-hosted by: Washington, Burleson and Navasota Chambers of Commerce

Ms. Morrison attended this forum along with Ms. Karen Sanders supporting our local Chambers.

D. Appreciation to Doug Weedon for 7 Years of Service on the Workforce Board

Today is Doug Weedon's last Board meeting as he is retiring and we have an Appreciation Certificate to present to him, but he is absent today. The certificate will be delivered to him with our sincere thanks for his dedication and service.

VII. Executive Sub-Committee

A. Review of By-Laws and Board Officer Nominations

The committee was informed Ms. Dianne Ryder and Robert Orzabal has agreed to serve in their elected offices for another year. Mr. Gilley has agreed to serve as Secretary for another year if no one is willing to take his place.

A nomination slate was to be completed by the Board members today, however it will now be emailed to WSBV Board members today and will need to be emailed to the Board staff with a deadline of noon on Monday, June 24, 2019. The Executive Committee will be having a telephone conference meeting on Tuesday, June 25, 2019 at 10:00 AM. During the Executive Committee conference call on June 25, 2019 the committee will review and ratify the updated Nomination Slate and certify a Nomination Ballot with the ability for a write-in.

Chair Orzabal asked if anyone was willing or knew of anyone who is willing to serve in a leadership position to please let the Board staff know.

Chair Orzabal reviewed that the Board Chair be from the Private Sector. It is recommended the Vice-Chair be from the Private Sector due to performing duties of the Chair in his/her absence. There also can be no more than one county represented under the elected officers

positions.

Chair Orzabal stated that if no members were willing to serve as an elected officer the Nomination Slate would stand as it is currently with Robert Orzabal as Chair, Dianne Ryder as Vice-Chair and Nick Gilley as Secretary.

VIII. Planning Sub-Committee Meeting

A. Performance Review

B. Board Monthly Monitoring

Mr. Gilley informed the Board that the Planning sub-committee reviewed the Consent Agenda and recommended approval to the Board. The Board will now need to review the Consent Agenda at the next Board meeting.

Ms. Vonda Morrison reviewed the Contracted Measures for performance details. There are no performance measures for WIOA due to the software updates on WorkInTexas. Re-employment within 10 weeks performance is being exceeded. Employers receiving workforce assistance, SNAP (ABAWD) and Childcare outcomes performance is being met. SNAP (Gen Pop) and Choices performance is not being met.

Reminder that the Board is on TAP due to not meeting Choices performance measures.

Adult Education and Literacy (AEL) is meeting 1 out of 5 measures. The Board will continue to talk with the Blinn AEL Director regarding performance on Blinn's level.

The Board monthly reports and local monitoring reports are in the Board Packets if there are any questions Ms. Morrison will address those at this time. No questions or concerns were voiced at this time.

IX. Adjourn/Evaluations

Chair Orzabal informed the Board there will be no July WSBV meetings. The next Board meeting will be August 15, 2019.

Chair Robert Orzabal adjourned the Executive In-Lieu of meeting at 12:27 PM