

# Workforce Solutions Brazos Valley

## Board Meeting

Thursday, June 18, 2020 – 12:00 PM

Center for Regional Services

**Board Room – Teleconference Line 979-595-2802**

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

### MINUTES

### ATTENDEES

#### In-Person

Nick Gilley	Private Sector - Burleson
Dianne Ryder	Private Sector - Leon
Nester Leamon	Private Sector - Robertson
John Brieden, III	CBO - Washington
Ann Boney	CBO - Brazos
Jared Patout	Private Sector - Grimes
Bert Miller	Private Sector
Bill Parten	Private Sector - Madison
Roby Somerford	Private Sector - Brazos
Liz Dickey	CBO - Brazos

#### Via teleconference - 979-595-2802

Mary Hensley	Adult Literacy - Washington
Tashia Dickerson	Child Care - Brazos
Josh Isenhour	Private Sector - Brazos
Clark Gandy	Labor - Brazos
Frank Perez	Secondary Education-Grimes
Matt Prochaska	Economic Development-Brazos
Crystal Crowell	CBO - Brazos
Marsha Skinner	Private Sector - Leon

#### Excused

Donna Taylor and Robert Orzabal

#### Guests in Person

Donna Weese	DWFS	Project Director
Nathanial Muir	DWFS	Business Services Manager
Latresia Williams	SERCO	Child Care Services Director

#### Guests – Via Teleconference

Mannie Ugues, SERCO, T. J. Robie and Tony Ramirez with Texas Veterans Commission

#### Staff - In-Person

Michael Parks, Tom Wilkinson, Vonda Morrison, Karen Sanders, Vicki Wilkins, Shawna Rendon, Evangelina Benavides, Sharon Maass, Barbara Clemmons, Stephen Bailey, and Michelle Spittler

#### Staff - Via Tele-conference line 979-595-2802

Rachael Richmond

### **I. QUORUM DETERMINATION - MEETING CALLED TO ORDER/ROLL CALL**

Vice-Chair Dianne Ryder called the meeting to order at 12:02 PM due to Chair Robert Orzabal's absence. A quorum was declared.

### **II. INTRODUCTIONS – SPECIAL REGOGNITION – DECLARE CONFLICT OF INTEREST – MILEAGE FORMS**

Forms were made available to Board Members.

### **III. PUBLIC COMMENTS**

The Workforce Board invites persons with comments or observations related to any posted item on the agenda or any other Workforce issues, projects or policies to briefly address the Board. Anyone wishing to speak should sign-in with the Board's Secretary, Mr. Nick Gilley before the beginning of the Board meeting. In order to expedite the flow of business and to provide all persons wishing to address the Board with an opportunity to speak, there is a three-minute limitation per person. State law prohibits the Board from discussing or taking action on any item not listed on the present posted Agenda. If necessity requires an item may be placed on a future Board Agenda.

There were no public comments voiced.

#### **IV. REVIEW OF PREVIOUS BOARD MINUTES**

WSBV Board minutes for May 21, 2020 were accepted as presented. Ms. Ann Boney motioned to accept the minutes as presented. Mr. Jared Patout seconded the motion. The motion carried.

#### **V. FINANCIAL REPORT**

Ms. Rendon discussed the program finances and explained that WIOA and AEL grants are in their final months of funding. Dynamic continues to struggle in expending WIOA Youth funds. Ms. Rendon is in the process of closing out last year's WIOA and AEL funding. Childcare received COVID (essential worker) funding in the amount of half million dollars. Dynamic is reviewing strategies to expend WIOA youth funds. The floor was opened for questions or concerns and none were voiced at this time.

#### **VI. EXECUTIVE SUB-COMMITTEE**

##### **A. Review of Board Officer and Attendance Requirements in the By-laws.**

##### **B. Nomination Slate for Board Officers FY20/21**

Vice-Chair Ryder informed the Board the Nomination Slate was being presented as follows:

Robert Orzabal, Private Sector from Brazos County as Chair, Dianne Ryder, Private Sector from Leon County as Vice-Chair and Frank Perez, Secondary Education from Grimes County as Secretary. Vice-Chair Ryder asked if there were any other nominations from the floor that needed to be added. None were voiced. Mr. Bert Miller motioned to accept the Nomination Slate as presented as a Ballot. Ms. Ann Boney seconded the motion. The motion carried.

Vice-Chair Ryder announced there would be a place for write-ins on the outgoing ballots.

The ballots will be mailed out by Monday, June 22, 2020. The deadline to receive ballots is by close of business Monday, July 13, 2020. All members are required to send in their ballot. Vice-Chair Ryder informed the Board that the attendance requirements for the Board are noted in the By-laws, and the importance of attending board meetings. To be excused requires an email or voicemail to Vonda Morrison or Vicki Wilkins. A call in is required to be excused from all meetings. Ms. Ryder stated attendance is important and ensures the business of the Board is conducted based on having a Quorum present to conduct business.

#### **VII. EXECUTIVE/CLOSED SESSION**

Vice-Chair Ryder stated no reason being to go into Executive Session the meeting would proceed.

#### **VIII. CONSIDERATION/POSSIBLE ACTION OF EXECUTIVE/CLOSED SESSION**

There was no need for an Executive Session.

#### **IX. PLANNING SUB-COMMITTEE**

##### **A. Contracted Measures and Local Goals**

##### **B. AEL Performance**

##### **C. Monthly Reports**

##### **D. Local Monitoring Reports**

Ms. Morrison began with the Adult Education and Literacy (AEL) performance in which only one of the five performance measures are being met currently. AEL is under a preliminary Corrective Action Plan (CAP) from Texas Workforce Commission (TWC). TWC has provided technical

assistance to the Board and contractor on strategies for positive performance. Effective July 01, 2020 there will be a new AEL contract and new measures put into effect.

Executive Director, Tom Wilkinson, interrupted and notified the Board he had received notice today that the WSBV Board was put on a CAP effective immediately. Mr. Anson Green, Director of Adult Education with TWC gave his resignation which means once a replacement has been found there could be changes made.

Ms. Morrison proceeded with the Contracted Measures not meeting Adult Median Earnings Q2 – Credential Rate – Adult and Choices Childcare Outcomes. Choices Performance has been met for four consecutive months, TWC usually removes the requirement of a CAP if performance is met for four consecutive months. With the doors closed due to COVID-19 client services have continued. The Board monthly reports and Monitoring reports are in your Board packets if there are any concerns or questions you would like to ask at this time. None were presented.

## **X. CONSENT AGENDA**

- A. Recommend Approval to Revise RESEA Participation Exemption Policy**
- B. Recommend to Approve – Updated Unemployment Insurance Work Search Requirement Policy (COVID-19)**
- C. Recommendation to Award WIOA Funding to Dynamic for July – September 2020**
- D. Recommendation to Renew Blinn College Adult Education and Literacy (AEL) Contract**
- E. Recommendation to Renew Madisonville Adult Education and Literacy (AEL) Contract**
- F. Recommendation to Approve an Agreement Between Workforce Solutions Brazos Valley (WSBV) and Brazos County Health Department (BCHD)**

Secretary Gilley explained item F was tabled in the Planning sub-committee awaiting a response. Secretary Gilley asked that Items A-E be considered for approval as recommended by the Planning Sub-committee.

Mayor Bill Parten abstained from Item E concerning Madisonville. Ms. Mary Hensley abstained on item D concerning Blinn College. Mr. Bert Miller motioned to approve items A-E on the Consent Agenda. Mr. Roby Somerford seconded the motion. The motion carried.

Secretary Gilley gave the floor to Executive Director, Tom Wilkinson to comment, review and present Item F on the Consent Agenda after receiving a response. COVID-19 tracing will begin effective July 01, 2020. Mr. Roby Somerford motioned to accept Item F as presented. Mr. Bert Miller seconded the motion. The motion carried.

## **XI. EXECUTIVE DIRECTOR'S REPORT**

Mr. Wilkinson shared a vision for community action to have a comprehensive questionnaire, to help those customers in crisis. The plan is to have staff interview customers, and address their current issues with one phone call for multiple programs and providing needs assistance.

## **XII. NON-ACTION ITEMS**

- A. Acronyms**
- B. Prior Evaluation Summary 5/21/20**

## **XIII. ANNOUNCEMENTS**

Vice-Chair Ryder proceeded with announcing the WSBV reappointments for 7/01/20 thru 6/30/23 of Ann Boney, Bert Miller, Clark Gandy, Donna Taylor, Liz Dickey, Marsha Skinner, Melinda Berlan, and Nester Leamon.

Mr. Reed O'Brien, Public Employment representative from TWC, resigned effective May 31, 2020 due to a promotion. Mr. Bill Ard has been assigned by TWC to take Mr. O'Brien's place. Mr. Ard is scheduled on the TWC commissioners meeting for July 06, 2020 to be appointed to the WSBV Board.

July 16, 2020 will be a Virtual Hiring Event.

The next meeting of the WSBV will be August 20, 2020.

The Equal Opportunity Compliance review was done and measures were met.

Mr. Bert Miller asked how the GED/ESL classes were doing do to COVID-19. Mr. Wilkinson explained there was Distance Learning and Virtual going on during the time our doors were closed. Please continue to promote with brochures and information as much as possible.

Mr. Roby Somerford brought up the matter of the Broadband services. Mr. Wilkinson informed the Board on June 30<sup>th</sup> that Mr. Michael Parks completed negotiations for the construction on a 310 mile double loop broadband fiber network. Broadband is in Mumford, Caldwell ISD, St. Joseph, plus additional locations such as: Washington County, Somerville, and Grimes County Sheriff's department. Broadband is a \$28 million project, which has been a 12 year process. Health care priority must be met prior to acquiring public customers for broadband.

Mayor Parten announced that Madisonville GED testing is open on Tuesday and Wednesdays.

#### **XIV. OTHER BUSINESS**

##### **Roll Call.**

Final roll call for those on the tele-conference line were Tashia Dickerson, Matt Prochaska, Frank Perez, Crystal Crowell, Josh Isenhour, Clark Gandy, Tony Ramirez, Marsha Skinner, T. J. Robie, Rachael Richmond and Mannie Ugues.

#### **XV. ADJOURNMENT/EVALUATIONS**

Motion for adjournment by Nester Leamon and seconded by Mr. John Brieden, III.

With no further questions/concerns or announcements voiced, the meeting was adjourned at 12:52 PM.