

Workforce Solutions Brazos Valley

REVISED - Board Meeting Minutes

Thursday, August 20, 2020 – 12:00 PM

Center for Regional Services

Board Room – Teleconference Line 979-595-2802

3991 East 29th Street, Bryan, TX

ATTENDEES

	<u>In-Person</u>		<u>Via Teleconference - 979-595-2802</u>
Nick Gilley	Private Sector - Burleson	Mary Hensley	Adult Literacy - Washington
Dianne Ryder	Private Sector - Leon	Tashia Dickerson	Child Care - Brazos
Nester Leamon	Private Sector - Robertson	Frank Perez	Secondary Education-Grimes
John Brieden, III	CBO - Washington	Matt Prochaska	Economic Development-Brazos
Ann Boney	CBO - Brazos	Tashia Dickerson	Child Care - Brazos
Jared Patout	Private Sector - Grimes	Bill Ard	Public Employment - Regional
Mary Valadez-Perez	Public Assistance Regional	Ann Chapman	Private Sector
Robert Orzabal	Private Sector - Brazos		
Roby Somerford	Private Sector - Brazos		
Liz Dickey	CBO - Brazos		
Bill Parten	CABE -Madisonville		
Crystal Crowell	Vocational Rehabilitation		
Josh Isenhour	CBO-Brazos		
<u>Angie Alaniz</u>	<u>Post-Secondary Education</u>		

Excused

Donna Taylor and Clark Gandy

Guests in Person

Paul Dunn	DWFS	Managing Director - CEO
Nathanial Muir	DWFS	Business Services Manager
Dora Lopez	DWFS	Deputy Director
Latresia Williams	SERCO	Child Care Services Director
Gayle Mann	SERCO	Child Care Services

Guests – Via Teleconference

T. J. Robie and Tony Ramirez with Texas Veterans Commission.

Anthony Garcia, Blinn - AEL

Staff - In-Person

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

Staff - Via Tele-Conference - 979-595-2802

N/A

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

Chair Orzabal called the meeting to Order @ 12:03 PM.

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

Forms were made available to Board Members. Mr. Tom Wilkinson introduced Mr. Bill Ard,

TWC/ISAM our newest WSBV Board Member who is attending via teleconference.

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/APPROVAL OF PREVIOUS BOARD MINUTES

WSBV Board minutes for June 18, 2020 were presented with a correction to item VI. B on the second line from Dianne Ryder, Private Secretary to Private Sector. Minutes will be approved as corrected.

V. FINANCIAL REPORT

Ms. Michelle Spittler Mr. Stephen Bailey from our Finance Department was introduced. Ms. Spittler reviewed the Financial Report with detail on the items that were under expended. It was discussed that the Dynamic and SERCO meetings have discussed measures on how expenditures may be met in ways thru our COVID circumstances. Noted there is always a chance of defunding if the current funds are not used. Due to the circumstances involving COVID, all Boards are in similar circumstances.

VI. PLANNING SUB-COMMITTEE

A. Contracted Measures and Local Goals

B. AEL Performance

C. Monthly Reports

D. Local Monitoring Reports (are in your packets)

Ms. Vonda Morrison presented the Contracted Measures and AEL Performance with detail given to those areas that are not being met. Employer services and Claimant Re-employment within 10 Weeks has no data to report at this time. Adult Education and Literacy (AEL) classes are on-line due to COVID-19. Two Workforce Centers, (Madison & Leon) are open with adjusted open and closed days of the week, this is temporary. All programs and contractors have increased their performance. Ms. Morrison asked if there were any questions and notified the Board that the monitoring reports and board goals are in your packets as emailed. No questions were presented at this time.

VII. CONSENT AGENDA

Below items A-D were discussed/reviewed and recommended for Approval by the Planning Sub-Committee Members.

A. SERCO Contract Renewal 10/01/20-09/30/21

B. Dynamic Contract Renewal 10/01/20-09/30/21

C. Workforce Center Brenham/Hearne Leases/Quotes

D. Child Care Transfer Policy Request from Parents

Items A-D were recommended as a group with a motion from Judge John Brieden and Mr. Nester Leamon seconded the motion for approval as recommended of items A-D with Tashia Dickerson abstaining via tele-conference call from Item D, Child Care.

VIII. REGULAR AGENDA

A. Executive Director's Report

Comments

Mr. Tom Wilkinson announced the TWC awards nominations for Small Employer as Versacarry, Large Employer of the Year as Reynolds & Reynolds and Employer of Excellence award going to Brazos Valley Communications, LTD.

Mr. Wilkinson the Executive Director for WSBV Board announced his resignation and retirement

effective March 31, 2021.

IX. EXECUTIVE SUB-COMMITTEE

A. Recommend Ratification of FY20/21 Board Officer Election Results

B. Discussion Date for Review and Modification of WSBV By-Law

Mr. Orzabal informed the Board the Executive Sub-Committee Members met to ratify the election of the WSBV Elected Board Officers as follows: Chair, Mr. Robert Orzabal – Vice-Chair, Ms. Dianne Ryder and Secretary, Mr. Frank Perez.

Mr. Bill Parten motioned to accept the ratification as presented with Mr. Nick Gilley seconding the motion. The motion carried.

The discussion of reviewing and modifying WSBV By-Laws was explained by Mr. Tom Wilkinson as the Board Elected Officers to receive an email from the Board staff asking the officers to review current By-Laws and Partnership Agreement. Suggestions will be attached from Board Staff with reasons and recommendations to the officers to review and present to Board Staff at a later date. Mr. Wilkinson announced there is clarification needed on dismissal of a board member due to repeated unexcused absences and for the addition of virtual meetings due to COVID-19 and any other disasters for future referencing.

X. EXECUTIVE/CLOSED SESSION

Chair Orzabal stated there was no reason to go into Executive Session the meeting would proceed.

XI. CONSIDERATION/POSSIBLE ACTION OF EXECUTIVE/CLOSED SESSION

There was no need for an Executive Session.

XII. FINANCE SUB-COMMITTEE

The following items were reviewed/considered and recommended for approval by the Finance Sub-Committee and is slated for action without discussion, unless a request for discussion is made by a Board member.

A. Workforce Solutions Brazos Valley Board Budget FY21

The Budget for FY21 was discussed by Mr. Wilkinson as an increase of over \$890,000. If no questions, a recommendation to approve the Budget as presented was made by Ms. Dianne Ryder and seconded by Mr. Nick Gilley. The motion carried.

XIII. NON-ACTION ITEMS

A. Acronyms

B. Prior WSBVB Meeting Evaluation Summary 6/18/20

XIV. ANNOUNCEMENTS

No announcements were submitted to Chair Orzabal prior to the meeting.

Mr. Orzabal asked if there were any announcements that needed to be shared with the Board and none were voiced.

Mr. Tom Wilkinson announced the Annual Awards for Small Employer as VersaCarry, Large Employer of the Year as Reynolds & Reynolds and Employer of Excellence as Brazos Valley Communications, LTD.

Due to COVID-19 the WSBV will be having a regular meeting on September 17, 2020.

The BVCOG will be hosting their Annual Meeting on September 09, 2020.

Mr. Wilkinson also announced to the Board that he is officially retiring, effective March 31, 2020, but will consulting for one year for BVCOG and WSBVB.

XV. OTHER BUSINESS

Roll Call.

Mr. Wilkinson introduced Mr. Paul Dunn, Managing Director/CEO of Dynamic Workforce.

XVI. ADJOURNMENT/EVALUATIONS

Meeting was adjourned at 12:35 PM.