



**Workforce Solutions Brazos Valley Board**  
**Board Meeting**  
Thursday, September 17, 2020 @ 12:00 PM (noon)  
**Center for Regional Services**  
**Board Room**  
3991 E 29<sup>th</sup> St, Bryan, TX 77802

**BOARD AGENDA**

**Via Telephone Conference Call - Dial: 979-595-2804**

**Those planning to attend in person please notify Vonda Morrison @ 979-595-2801 Ext. 2138**

*Note: The Workforce Solutions Brazos Valley may discuss, deliberate, and take all appropriate action on any matter listed on this Agenda.  
(Items may not be presented in the order they appear)*

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

**A. Announcing of First/Last Name upon Joining the Meeting.**

**II. INTRODUCTIONS - SPECIAL RECOGNITION – DECLARE CONFLICT OF INTEREST**

*Reminder: Prior to discussion of Action Items, Board Members must declare any possible Conflict of Interest, and then abstain from discussing and voting on that issue; abstentions will be recorded in the meeting minutes.*

**III. HEAR PUBLIC COMMENT**

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, 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.

**IV. REVIEW AND APPROVAL OF PREVIOUS MINUTES**

*Robert Orzabal* **6**

**A. Planning, Executive and Board Meeting Minutes**

**V. FINANCIAL REPORT (Handout)**

*Michelle Spittler*

**VI. PERFORMANCE**

**A. Contracted Measures/AEL** **14 / 29**

**B. Local Goals** **15**

**C. Monthly Reports** **19**

**D. Monitoring Reports (are in your packets)** **39**

**VII. CONSENT AGENDA – None for Month of September 2020** **34**

The following items have been reviewed and recommended for approval by the Planning Sub-committee and are slated for action without discussion

**VIII. REGULAR AGENDA**

**A. EXECUTIVE DIRECTOR'S REPORT**

*Tom Wilkinson*

**A. Comments**

**IX. EXECUTIVE/CLOSED SESSION:**

*Robert Orzabal*

The Board reserves the right to conduct a closed meeting to discuss any posted agenda items as authorized by law under Government code §551, such as to receive legal advice concerning the agenda item as permitted by government Code §551.071. The Board may also meet in open session to take action on a matter considered in the closed meeting as required by Government Code §551.102.

**All final votes, actions or decisions shall be taken in open session. Closed Session requires minutes to be certified.**

**X. CONSIDERATION/POSSIBLE ACTION OF EXECUTIVE/CLOSED SESSION**

**Return to Open Session with stating of actions taken.**

**XI. WORKFORCE BOARD REVIEW PRESENTATION**

*Vonda Morrison*

**FY 20 – At a Glance**

**XII. EMPLOYER AWARD NOMINEES**

*Robert Orzabal/Tom Wilkinson*

**A. Small Employer - Versacarry**

**B. Large Employer – Reynolds & Reynolds**

**C. Employer of Excellence – Brazos Valley Communications**

**XIII. Board Member Installation/Presentation**

**A. Swearing In of Elected Officers - FY 2021**

*Judge Byron Ryder*

**B. Recognition of Board Member Service Awards**

*Tom Wilkinson*

**Donna Taylor 20 years**

**Mary Hensley 5 years**

**Francisco Perez 5 years**

**Elizabeth Dickey 5 years**

**XIV. NON-ACTION ITEMS**

**A. Acronyms**

**36**

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

**38**

**XV. ANNOUNCEMENTS / OTHER BUSINESS**

*Robert Orzabal*

**A. Submitted announcements prior to meeting**

**B. Roll Call of tele-conference attendees**

**XVI. EVALUATIONS / MILEAGE FORMS / ADJOURNMENT**

*Robert Orzabal*

**Notes:**

In accordance with guidance from the Texas Governor and Attorney General dated March 16, 2020, regarding suspension of Open Meeting laws, (Texas Government Code Section 418.016) and in light of the recent Disaster Declaration issued for the State of Texas limiting public gatherings to ten (10) people, the Board will provide for public participation/comments in its Board meeting via conference call. The agenda will also be available on the Board's website; <http://bvjobs.org/about-us/board-meeting-agendas>. The meeting will be recorded and made available to the public.

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