

Workforce Solutions Brazos Valley Board

Board Meeting

Thursday, November 19, 2020 – 12:00 PM

Center for Regional Services

Board Room – Teleconference Line 979-595-2804

3991 East 29th Street, Bryan, TX

ATTENDEES

Board Members: 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
Bert Miller	Private Sector-Grimes
Bill Parten	Adult Basic Education-Madison
Roby Somerford	Private Sector-Brazos
Donna Taylor	Private Sector - Madison
Melinda Berlan	Private Sector-Brazos
Mary Valadez-Perez	Public Assistance-Brazos
Josh Isenhour	Private Sector - Brazos
Robert Orzabal	Private Sector - Brazos

Board Members: Via Teleconference

Mary Hensley	Adult Literacy - Washington
Ann Chapman	Private Sector - Burleson
Bill Ard	Public Employment-Regional
Frank Perez	Secondary Education-Grimes
Clark Gandy	VA/Union Labor Rep.
Marsha Skinner	Private Sector - Leon
Matt Prochaska	Economic Dvlpmnt-Brazos
Angie Alaniz	Post 2ndry Education-Regional

Board Members: Excused

Crystal Crowell, Jared Patout, Tashia Dickerson and Liz Dickey

Guests: In-Person

Donna Weese	DWFS	Project Director
Mannie Ugues	SERCO	Regional Director
Latresia Williams	SERCO	Child Care Services Director

Staff: In-Person

Michael Parks, Tom Wilkinson, Vonda Morrison, Karen Sanders, Evangelina Benavides, Barbara Clemmons, Jodi Cobler, Kristen McGaw, Stephen Bailey, Michelle Spittler

MINUTES

I. MEETING CALLED TO ORDER: ROLL CALL & QUORUM DETERMINATION

Chair Robert Orzabal called the meeting to order at 12:15 PM; a quorum was declared.

II. INTRODUCTIONS, SPECIAL REGOGNITION, DECLARE CONFLICT OF INTEREST & MILEAGE FORMS

Forms were made available to Board Members.

Ms. Ann Boney's guest, Mr. Christopher Densley, was introduced.

Ms. Donna Taylor was presented with a gift for 20 years of dedicated service as a WSBV Board member.

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.

No public comments were voiced.

IV. REVIEW OF PREVIOUS BOARD MINUTES

WSBV Board minutes for September 17, 2020 were reviewed and approved as presented. Mr. Bert Miller motioned to accept the minutes as presented and Mr. Nester Leamon seconded the motion; the motion carried.

V. FINANCIAL REPORT

Ms. Michelle Spittler reported on the Workforce Board's summary of active contracts for the month ending September 30, 2020. After Ms. Spittler completed reading the summary of active contracts, the floor was opened for questions or concerns; none were voiced.

VI. EXECUTIVE SUB-COMMITTEE

No Executive Sub-Committee meeting.

VII. EXECUTIVE/CLOSED SESSION

There was no Executive Session.

VIII. CONSIDERATION/POSSIBLE ACTION OF EXECUTIVE/CLOSED SESSION

There was no Executive Session.

IX. PLANNING SUB-COMMITTEE

- A. Contracted Measures and Local Goals**
- B. AEL Performance**
- C. Monthly Reports**
- D. Local Monitoring Reports**

Ms. Vonda Morrison, Workforce Board Program Manager, reported on various Workforce Center performances that were not being met. The Choices Program - Corrective Action Plan (CAP) has been removed. At this time, the Adult Education & Literacy Program (AEL) is meeting one of the five performance measures.

Local monitoring reports are in the packet for review and questions or concerns may be voiced at this time. No questions or concerns were voiced.

X. CONSENT AGENDA

The following items were reviewed, discussed and recommended for approval to the Board during the Planning Sub-Committee meeting earlier today.

- A. Virtual One-Stop (VOS Greeter) in WIT.com System**
- B. Child Care & Early Learning Division FY21 Quality Care Budget up to \$225,000.00**
- C. Child Care Services Board Policies §809.41 (b) and §809.2 (1) Modifications**
- D. Integrated Complaints, Hearings & Appeals Modifications**
- E. Fraud Waste & Abuse Policy Modifications**
- F. Procure Monitoring Services**
- G. FY20/21 Budget Amendment for Blinn College AEL**
- H. FY20/21 Budget Amendment for Madisonville CISD AEL**
- I. FY20/21 Performance Target Amendment for Blinn College AEL**
- J. Succession of Executive Director – Tom Wilkinson**

The Consent Agenda Items were recommended for approval as follows:

- i. Item H on the Consent Agenda Items was recommended for approval with a motion from Mr. Bert Miller which was seconded by Ms. Ann Boney. Mr. William "Bill" Parten abstained. The motion carried.
- ii. Items G and I were motioned to be recommended for approval by Mr. Nick Gilley which was seconded by Ms. Ann Boney. Ms. Mary Hensley abstained. The motions carried.
- iii. Items A, B, C, D, E and F items were motioned to be recommended for approval by Ms. Dianne Ryder and were seconded by Mr. Bill Parten. The motions carried.
- iv. Item J – Succession of Executive Director. This item was moved from consent agenda item to

a regular agenda item, during the Planning sub-committee meeting. Executive Director, Mr. Wilkinson will explain in detail the process for naming his predecessor. Mr. Wilkinson explained stated his retirement/resignation is effective March 31, 2021 with a contract in place effective April 01, 2021 for contracting Mr. Wilkinson's services as a consultant for the Board and BVCOG for one year. The Executive Director of BVCOG is also the Executive Director for the WSBV Board. Mr. Wilkinson asked the Board if there were any questions or concerns regarding the procedure for replacement of the Executive Director position; no questions or concerns were voiced by the Board at this time. Mr. Wilkinson asked if the Board would entertain a motion to acknowledge this information and that it be noted in the minutes for referencing. Vice-Chair Dianne Ryder motioned to accept the procedure for Executive Director Succession as stated, the motion of acknowledgement was seconded by Mr. Nester Leamon. Chair Orzabal said by accepting this motion the Board would accept the Executive Director that BVCOG chose and work with them. The motion carried.

XI. EXECUTIVE DIRECTOR'S REPORT

Mr. Wilkinson expressed that he would only be present at Board Meetings after retirement if the WSBV Board Chair or the Executive Director of BVCOG/WSBV Board requested his attendance.

Mr. Wilkinson swore in WSBVB Board Chair Robert Orzabal for a new term. Mr. Orzabal accepted the charge as given and confirmed this oath by signing a letter of acknowledgement. Mr. Robert Orzabal was presented with an appreciation gift for serving as Board Chair FY19/20.

Mr. Wilkinson reviewed the year, the effects of COVID-19, and emphasized that cases are on the rise and local area schools have recently closed.

Mr. Wilkinson discussed the contact tracing that is being conducted in the region, with coordination of Texas A&M University (TAMU), the Brazos County Health District and the Workforce Center, in providing applicants for the position of contact tracers. Ms. Donna Weese explained there are currently 21 contract tracer positions and that Workforce Staff are awaiting notification from TWC for the fund increase to hire additional contact tracers. Contact tracing will not prevent COVID-19, but will trace and slow down the spread by notifying individuals who have come into contact with a person who tested positive for COVID-19.

The Center for Regional Services (CRS) is a One Stop location for multiple services. There are plans to have a CRS – One Stop location to be in every county in the near future. These services will include, but are not limited to: Community Action Program, Headstart, HUD, Indigent Healthcare and Workforce Services. The outlying counties currently house Workforce Centers that operate 5 days a week from 8-5 daily but only house Workforce Staff. BVCOG is searching for larger facilities to house these services in one location in each of the seven counties.

XII. NON-ACTION ITEMS

The Workforce Center Business Services Unit Manager, Nathaniel Muir, provided a presentation on virtual job fairs offered by the Workforce Center.

XIII. OTHER BUSINESS

Roll Call

XIV. ADJOURNMENT/EVALUATIONS

Mr. Wilkinson announced that there would be no meetings in December 2020; the next meeting will be held on January 21, 2021.

The meeting was adjourned by Chair Orzabal at 1:00 PM.