

Workforce Solutions Brazos Valley Board

Board Meeting

Thursday, January 21, 2021 – 12:00 PM

Center for Regional Services

Board Room / Via: ZOOM

3991 East 29th Street, Bryan, TX

MINUTES

ATTENDANCE

<u>Member Attendees</u>		<u>In Person</u>	<u>ZOOM</u>
Angie Alaniz	Post-Secondary Education – Brazos		ZOOM
Ann Boney	CBO - Brazos	In Person	
Ann Yager Chapman	Private Sector - Burluson		ZOOM
Bert Miller	Private Sector - Grimes	In Person	
Bill Ard	Public Employment – Regional		ZOOM
Bill Parten	Adult Basic & Continuing Education - Madison	In Person	
Dianne Ryder	Vice-Chair - Private Sector - Leon	In Person	
Frank Perez	Secretary - Secondary Education - Grimes		ZOOM
Jared Patout	Private Sector - Grimes	In Person	
John Brieden, III	CBO - Washington	In Person	
Josh Isenhour	Private Sector – Brazos	In Person	
Liz Dickey	CBO – Brazos	In Person	
Marsha Skinner	Private Sector – Leon		ZOOM
Mary Hensley	Adult Literacy – Brazos		ZOOM
Mary Valadez-Perez	Public Assistance - Regional	In Person	
Matt Prochaska	Economic Development – Brazos		ZOOM
Melinda Berlan	Private Sector - Robertson	In Person	
Nester Leamon	Private Sector-Robertson	In Person	
Robert Orzabal	Chair – Private Sector - Brazos	In Person	
Roby Somerford	Private Sector - Brazos	In Person	
Tashia Dickerson	Child Care – Brazos		ZOOM
<u>Guest Attendees</u>		<u>In Person</u>	<u>ZOOM</u>
Donna Weese	DWFS – WFC	In Person	
Dora Lopez	DWFS – WFC		ZOOM
Nathaniel Muir	DWFS – BSU	In Person	
Latresia Williams	SERCO – CCS	In Person	
Manuel Ugues	SERCO – CCS		ZOOM
T. J. Roby	TVC		ZOOM
Karla Flannigan	Blinn – AEL		ZOOM
Mary Pace	Blinn – AEL		ZOOM
Paul Dunn	DWFS		ZOOM

Excused

Nick Gilley, Donna Taylor

Staff – In Person

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

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

Members were able to join the meeting via Zoom or call-in by Location: (346) 248 7799 (Houston) Meeting ID: 956 8618 3021 with Passcode: 926319
Zoom attendees used Chat to confirm attendance and member's phone numbers were verified and acknowledged for attendance purposes.
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. Conflict of Interest Forms should be completed, signed and turned in today for the year. Please remember to complete the sign-in sheets.

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

The WSBV board minutes for November 19, 2020 were reviewed and approved as presented. Ms. Ann Boney motioned to accept the minutes as presented. Mr. Bill Parten seconded the motion. The motion carried.

V. FINANCIAL REPORT

Ms. Michelle Spittler presented the financial report for active expenses through December 31, 2020. Mr. Stephen Bailey, CFO, stated there were some payroll errors identified, but were not included in the finance reports. After Ms. Spittler reviewed the financial report, the floor was opened for questions or concerns. None were voiced at this time.

Mr. Wilkinson announced the new Summer Earn and Learn (SEAL) contract was received from TWC. Vocational Rehab works with Workforce on the SEAL Program. Vocational Rehab will have limited staff returning to the office the first week of February.

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

Ms. Vonda Morrison, Workforce Board Program Manager, reported performance for the Workforce Programs and Childcare. Center performances that were not being met.

Ms. Morrison reported the Adult Education & Literacy Program (AEL) is meeting one of the five performance measures and the program is currently on a (CAP) Corrective Action Plan with TWC. This report is located on page 22 of the board packet.

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

Ms. Morrison informed the Board of the following upcoming audits:

- National Dislocated Worker Grant (NDWG) Technical Assistance (TA) Review
 - April 06-08, 2021
- TWC Annual Audit
 - April 12 -23, 2021

- AEL Audit
 - June 28-July 03, 2021

Chair Orzabal confirmed with board members on ZOOM, their ability to hear all comments. All comments were audible to those board members on ZOOM.

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. Integrated Plan Procedures for Submission
- B. National Dislocated Worker Grant (NDWG) Policy
- C. National Dislocated Worker Grant (NDWG) Follow-Up Services
- D. WIOA Lifetime Spending Cap
- E. FY20/21 Performance Target Amendment for Blinn College AEL
- F. High School Equivalency (HSE) Subsidy Program Vouchers
- G. Math Assistance Call Center for Adult Education & Literacy (AEL)

Chair Orzabal named the Items on the Consent Agenda and informed the Board they would be voting on Items A, B, C, D, F, G.

Mr. Wilkinson asked Ms. Karen Sanders to review Item D for the Board.

Ms. Dianne Ryder motioned to approve items A, B, C, D, F, and G. The motion was seconded by Mr. Bert Miller. The motion carried.

Ms. Mary Hensley abstained from Item E. Ms. Ann Boney motioned to approve Item E.

Mr. Nester Leamon seconded the motion. The motion carried.

XI. EXECUTIVE DIRECTOR'S REPORT

Mr. Wilkinson confirmed to the Board Mr. Michael Parks was selected as the Executive Director replacement of Brazos Valley Council of Governments. Mr. Parks has been with BVCOG for 18+ years.

Mr. Wilkinson confirmed the department of TWC called (RID) Regulatory Integrity Division will be conducting audits. Mr. Ed Serna, E.D. of TWC is conducting meetings with all Executive Directors to keep in touch.

Mr. Wilkinson asked Mr. Nathaniel Muir, WFC/BSU to review the job fair on 1/20/21. The virtual job fair that was a collaboration with the Workforce Center, BCS Chamber of Commerce and the City of College Station, resulted in 119 job seekers, 50 confirmed employers and 161 resumes' were submitted for employer review. Mr. Wilkinson mentioned that the Chamber of Commerce uses hiring events as a fundraiser and charges the employers for a booth. Workforce was unaware that there was a booth fee and will work with the BCS Chamber on not incurring a charge for employers by having the fee paid by other sources in the future.

Mr. Wilkinson mentioned Latresia Williams with Serco/Child Care Services (CCS) was able to take 250 additional customers off of the wait list for child care. During COVID there were two Child Care Centers that closed permanently. TWC has approved the state to continue to reimburse the day care providers at a higher rate.

The (CRS) Center for Regional Service doors are locked to the public, but are continuing services virtually. Mr. Parks has updated the technology for meetings held here at the Center for Regional Services (CRS). BVCOG has purchased a face recognition device that takes your temperature and prints out a ticket that verifies a normal temperature. The ticket has an adhesive back that allows visitors to enter to building based on this screening mechanism. This process will be used when the CRS reopens to the public.

XII. NON-ACTION ITEMS

XIII. OTHER BUSINESS

Mr. John Brieden III, requested a later meeting time, to accommodate lunch and to ensure

meetings are completed and the next meeting is started at the referenced time. This request was discussed with the full board. Chair Orzabal agreed and Ms. Dianne Ryder asked that the food might possibly come at a later time to accommodate the meeting. The Board as a whole agreed no motion to approve this consideration was needed at this time. Additional discussion was also mentioned for this request.

Mr. Troy (TJ) Roby with Texas Veterans Commission, announced the upcoming hiring event hosted by the American Legion - State of Texas. The American Legion is hosting a statewide virtual job fair, for transitioning military, family members and dependents on February 09, 2021. Chair Orzabal asked that the flyer containing the link for employers to register for the event be shared with the WFC and Board members. Ms. Morrison will provide the flyer to the board members.

XIV. ADJOURNMENT/EVALUATIONS

Chair Orzabal adjourned the meeting at 12:50 pm.