**Workforce Solutions Brazos Valley**

**Board Meeting**

Thursday, April 15, 2021 -12:00 pm

Center for Regional Services

Board Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

**Minutes**

**ATTENDANCE**

**Member Attendances Attended By**

Bert Miller Private Sector-Grimes In Person

Crystal Crowell Vocational Rehabilitation-Grimes In Person

Dianne Ryder -Vice Chair Private Sector-Leon Zoom

Jared Patout Private Sector-Grimes In Person

John Brieden, III CBO-Washington In Person

Josh Isenhour Private Sector-Brazos In Person

Mary Valadez Perez Public Assistance-Brazos In Person

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

William (Bill) Parten Basic & Continuing Adult –Madison In Person

Matt Prochaska Economic Development-Brazos Zoom

Ann Boney CBO-Brazos In Person

Liz Dickey CBO-Brazos In Person

Bill Ard Public Employment-Regional Zoom

**Guest Attendees**

Latresia Williams Serco-CCS Director In Person

Nathaniel Muir Business Service Unit Manager In Person

Donna Weese DWFS-Workforce Center Manager In Person

Paul Dunn DWFS – CEO In Person

TJ Robie Texas Veterans Commission In Person

Mary Pace Blinn College-Adult Education & Literacy Zoom

Director

**Members Excused**

Nick Gilley, Donna Taylor, Mary Hensley, Ann Yager-Chapman, Frank Perez

**Staff in Person**

Michael Parks, Vonda Morrison, Karen Sanders, Rachael Robertson, Jodi Cobler, Barbara Clemmons, Stephen Bailey, Michelle Spittler, Roger Sheridan

# CALL TO ORDER

Members were able to join the meeting via Zoom or call in by location (346) 248-7799 (Houston) Meeting ID: 979 7330 0311 with passcode: 712745. Board members assessing Zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

Chair Robert Orzabal called the meeting to order at 12:00 pm. A quorum was declared.

# INTRODUCTIONS

* 1. Conflict of Interest Declaration

# Board members received conflict of interest and travel forms for signatures. The completed forms were turned into Ms. Vonda Morrison.

# Public Comment

Chair Orzabal presented the Texas Workforce Commission (TWC) Local Employer of Excellence for Brazos Valley to Brazos Valley Communications. Accepting the award was John Seigler – Vice President General Manager.

1. **Consider for Approval Previous Board Meeting Minutes**

Chair Orzabal stated the Workforce Solutions Brazos Valley Board minutes for January 21, 2021 and the Board Executive Committee Meeting held on March 1, 2021. Mr. John Brieden motioned to accept the minutes as presented and seconded by Ann Boney. Motion carried.

1. **Financial Reporting of Workforce Services**

Ms. Michelle Spittler presented the financial report for active expenses through February 28, 2021which is located on page 18 ofthe Board Packet. The floor was open for questions. None were voiced at this time.

1. **Planning Sub-Committee Meeting Overview** 
   1. **Contracted Measures & Program Director Report**

Ms. Vonda Morrison discussed program performance measures and provided further detail on the performance measures that are not meeting performance and how the service provider is strategizing to bring up performance. Ms. Morrison presented an overview of the March 2021 WSBV Program Manager Report on page 22.

* 1. **Local Board Goals Report**

Ms. Morrison discussed the Local Board goals on page 26.

* 1. **Monthly Program Summary Report & Success Stories**

Ms. Morrison discussed that Adult Education and Literacy (AEL) is meeting two of the five performance measures as listed on page 31. Ms. Morrison is hopeful Texas Workforce Commission (TWC) will review removal of the Corrective Action Plan(CAP) because our AEL program is improving and the number of participants are trending up. Ms. Morrison also referred to the Child Care Monthly Report, the Center Operations Report and the Veterans Services Report that are located in the board packet for review.

# Consent Agenda

During the Planning Sub-Committee Meeting earlier today, the committee reviewed, discussed and recommended for approval to the Board the following items:

* 1. Lease of Space for Madisonville Workforce Center
  2. Adult Education and Literacy Workforce Integration and Follow-Up Activities Policy
  3. Child Care Board Policy Attendance Standards, Notice and Reporting Requirements
  4. Revise Workforce Solutions Brazos Valley Board Policies
  5. TWC Employer Awards –Board Member Involvement (Presentation)

Ms. Karen Sanders presented she would like help from the Board members in nominating Employers in the County for Workforce Awards. Every Board member will receive an email explaining the award criteria for large employer, small employee, Veteran-Friendly employer and Employer of Excellence.

Motion to accept items A-D by Ms. Diane Ryder and seconded by Mr. Bill Parten. Motion Carried. Approval not required for Item E.

1. **Regular Agenda** 
   1. **Executive Directors Report**

Mr. Michael Parks stated there will not be a lot of changes and the goal is to get better. Mr. Parks introduced BVCOG’S two new Deputy Directors Mr. Roger Sheridan and Mr. Rick Avery. Mr. Sheridan will be assisting Ms. Morrison and the Workforce in all things Workforce and Mr. Avery will oversee many of BVCOG’s social services programs.

1. **Executive (Closed) Session**

There was no Executive Session.

1. **No- Action Items**
2. **Meeting adjourned**

Chair Orzabal adjourned the meeting at 12:12 pm.