**Workforce Solutions Brazos Valley**

**Board Meeting**

Thursday, April. 21, 2022 -11:30 AM

Center for Regional Services

Board Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

**MINUTES**

**ATTENDANCE**

**Member Attendances Attended By**

Dianne Ryder Vice-Chair-Private Sector-Leon In Person

John Brieden, III CBO-Washington In Person

Nester Leamon Private Sector- Robertson In Person

William (Bill) Parten Public Sector –Madison In Person

Ann Boney CBO-Brazos In Person

Liz Dickey CBO-Brazos In Person

Roby Somerford Private Sector-Brazos In Person

Frank Perez Public Sector-Secondary Education In Person

Robert Orzabal Private Sector-Brazos In Person

Josh Isenhour Private Sector-Brazos In Person

Crystal Crowell BVCASA In Person

Amy Hinnant Private Sector-Burleson In Person

Clark Gandy Organized Labor-Brazos In Person

Jared Patout Private Sector-Grimes In Person

Marsha Skinner Private Sector- Leon In Person

Mary Hensley Public Sector- Adult Literacy In Person

Melinda Berlan Private Sector-Robertson In Person

Mary Valadez Perez Public Assistance-Regional In Person

Bill Ard TWC Zoom

**Guest Attendees**

Latresia Williams Serco-CCS Director In Person

Donna Weese DWFS-Workforce Center Manager Zoom

Dora Lopez DWFS-Deputy Director In Person

TJ Robie Texas Veterans Commission In Person

Manuel Ugues Serco-CCS In Person

Nathaniel Muir BSU Manager In Person

Mary Pace Blinn In Person

Christopher Densey Texas Elite Childcare In Person

Karla Flanagan Blinn In Person

**Members Excused**

Ann Chapman, Tashia Dickerson, Bert Miller, Angie Alaniz, Donna Taylor, Matt Prochaska

**Staff in Person**

Michael Parks, Vonda Morrison, Karen Sanders, Kimberly Hodge, Jodi Cobler, Barbara Clemmons, Michelle Eckert, Leslie Davis, Mattyna Stephens, Stephen Bailey, Roger Sheridan, Heather Colford, Rachael Robertson, Evangelina Benavides, Amanda LeFrance

# CALL TO ORDER

This Meeting was called to order at 11:37 pm by Chairman Robert Orzabal.

Members were able to join the meeting via Zoom or call in by location (346) 248-7799 (Houston) Meeting ID: 829 0430 3377 with passcode: 378499. Board members assessing Zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

# INTRODUCTIONS

* 1. **Conflict of Interest Declaration**

# Board members received travel forms for signatures and evaluation forms. The completed forms were turned in to Ms. Leslie Davis.

* 1. Introductions include Mary Pace with Blinn, Manny Ugues with Serco, and Amanda LaFrance new BVCOG Finance Accountant for the Workforce Board.

# Public Comment

There were no public comments at this time.

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

Board Meeting Minutes for Dec. 16, 2021 were approved as presented. Mr. John Brieden made a motion to accept the minutes. Mr. Bill Parten seconded.

1. **Financial Reporting of Workforce Services**

Ms. Michelle Eckert presented the financial report through February 28, 2022. Ms. Eckert mentioned the new formatting on the financial report on page 17 of the Board Packet. Ms. Eckert discussed contract amendments, additional funding for Snap, the WCI contract, and anticipation of additional funding for AEL. Ms. Eckert mentioned the Child Care, Adult Dislocated Worker, and the WIOA contracts are exceeding expectations. Most contracts are right on target and an increase in spending is needed on some of the contracts. The floor was open for discussions. Mr. John Brieden asked if funds are leftover on the contracts will there be more time extended to spend the money or would we lose the funds? Ms. Morrison mentioned there is a possibility of losing funds but tracking quarterly spending and financial benchmarks are in place to ensure funds are not at lost.

1. **Board Meeting Overview** 
   1. **Contracted Measures & Program Director Report**

Ms. Vonda Morrison discussed the contracted measures for Brazos Valley on pages 18-19 of the board packet. Ms. Morrison mentioned childcare is meeting measures, five of WIOA outcome measures are not being met, and Dynamic is not meeting measures, but is projected to meet all measures by June. Ms. Dora Lopez Deputy Director of the WFS gave a brief overview of the projected performance increase of Dynamic performance of the contracted measures that are not being met. Ms. Lopez mentioned delayed data and it does not indicate the performance that shows positive performance for the measure. When the June MPR comes out in August it will indicate all measures are being met or exceeding measures.

* 1. **Local Board Goals Report/Continued**

Ms. Barbara Clemmons discussed the board goals that were mentioned at the Board Retreat on February 17, 2022. Board members were asked about revamping the board goals. Ms. Clemmons discussed on pages 23-26 of the board packet the modified board goals revamped by the WFB staff. The WFB staff is asking board members for suggestions and input to add to revamped board goals. Any input and suggestions the Board members may have should be sent the first week of May to Leslie Davis.

* 1. **Monthly Program Summary Report**

Ms. Morrison gave a brief description of the AEL performance report on page 27 of the board packet and discussed the number of individuals who have received a GED or high school equivalency. Ms. Morrison mentioned four individuals in Madisonville have received their GED and seventeen individuals at Blinn. AEL is doing well and has exceeded enrollments with a total of six hundred and forty-four participants. Ms. Morrison discussed on pages 62-63 of the board packet the monitoring reports from TWC in April 2021. The reports show TWC findings and outcome results. Ms. Morrison mentioned the WFB will work on resolving findings from the TWC report.

* 1. **Monitoring Reports**

Ms. Morrison stated that monitoring reports are included in the board packet.

1. **Regular Meeting Agenda**

The following recommendations for approval were presented, discussed, and voted on:

* 1. Recommendation to approve Additional Funding for Madisonville

CISD Adult Education & Literacy Program

Motion to accept item A by Ms. Boney and seconded by Mr. Nester Leamon

Ms. Mary Hensley and Mr. Bill Parten abstained

* 1. Recommendation to approve SNAP and E&T Job Retention Support Services

Motion to accept item B by Ms. Boney and seconded by Mr. Leamon

* 1. Recommendation to approve NCP-Non-Custodial Parent 30-Mile Policy Revision

Motion to accept item C by Mr. Jared Patout and seconded by Ms. Liz Dickey

* 1. Recommendation to approve WIOA Reemployment Services and Eligibility Assessment (RESEA) Career Transitioning Services.

Motion to accept item D by Ms. Boney and seconded by Ms. Amy Hinnant.

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

Mr. Michael Parks mentioned the WFB staff partnership with economic development and working together on a new grant for high-demand jobs for Washington County residents. When the high-demand jobs are identified the WFB can apply for grant funds to help train participants to enter the Workforce. Mr. Parks discussed the proposed change to the Wagner Peyser. Mr. Parks will be attending the TX Assoc of Workforce Boards on May 1 where the proposed changes will be discussed. This may impact the TX Model for the Workforce Center. More information is to come. Mr. Parks stated Project Unity a local non-profit organization is starting a new focus group in collaboration with nonprofits in the community. A request for four board members to participate in Project Unity’s focus group was made by Mr. Parks, this would assist in carrying the message of what the Workforce Board does in the community. Mr. Parks stated the community partnership board will meet on May 17, 2022, at the Brazos Valley Council of Governments. The meeting will consist of nonprofit organizations in the community and the topic of discussion will be what each other does in the community for employment. Mr. Parks stated the new referral system launched by SERCO has been utilized by Workforce and BVCOG staff. Mr. Parks stated over 140 referrals last month have been made through COG departments. The referral system has allowed the COG to function on a higher level of referring people to different entities. Mr. Parks stated the AEL has made much improvement since getting off the cap last year and announced the AEL program is currently number 4 in the state of Texas.

1. **Executive (Closed) Session**
2. **No- Action Items**

Roll Call Follow-up

1. **Meeting adjourned**

Mr. Orzabal adjourned the meeting at 12:08 pm.