



Workforce Solutions Brazos Valley Board

Board Meeting

Thursday, January 21, 2021 at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://zoom.us/j/95686183021?pwd=Y0Y1cUhpWnhzMQQ5a0FaditRcXlqQT09>

Call-In by Location: (346) 248 7799 (Houston)

Meeting ID: 956 8618 3021

Passcode: 926319

Those planning to attend in person, please notify Vonda Morrison @ 979-595-2801 Ext. 2138 or Vicki Wilkins @ 979-595-2801 Ext. 2011.

BOARD AGENDA

Note: Workforce Solutions Brazos Valley Board 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. Call to Order

Robert Orzabal

- A. Roll Call
- B. Quorum Determination

II. Introductions

Robert Orzabal

- A. Conflict of Interest Declaration

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. 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. Consider for Approval Previous Board Meeting Minutes

Robert Orzabal

- A. Board Minutes for November 19, 2020

V. Financial Reporting of Workforce Services – Handout

Michelle Spittler

VI. Planning Meeting Overview

Dianne Ryder

- A. Contracted Measures & Program Director Report
- B. Local Board Goals Measure Report
- C. Monthly Program Summary Reports & Success Stories
- D. Local Monitoring Reports

Vonda Morrison

VII. Consent Agenda

The following items have been reviewed and recommended for approval by the Planning Committee and are slated for action without discussion, unless a request for discussion is made by a Board Member.

- 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

Barbara Clemmons

Karen Sanders

Jodi Cobler

VIII. Regular Agenda

- A. Executive Directors Report

Tom Wilkinson

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Deaf, hard-of-hearing or speech-impaired customers may contact: **Relay Texas:** 800-735-2989 (TTY) and 711 (Voice).

Equal opportunity is the law.

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.

- A. Discussion of Items in Executive (Closed) Session – *If Needed*
- B. Return to Open Session with Stating of Actions Taken
 - 1. All final votes, actions or decisions made during the Executive (Closed) Session shall be presented in open session.
 - 2. Executive (Closed) Session requires that Minutes be Certified.
- C. Consider for Approval Executive (Closed) Session

X. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Evaluations & Mileage Forms – *Handout*

XI. Adjourn

Robert Orzabal

Note:

The Board will provide information for public participation and/or comments in its' Board Meeting Agenda via conference call line or other means of virtual attendance. This is in accordance with guidance issued March 16, 2020 by the Texas Governor and Attorney General regarding the suspension of Open Meeting laws (Texas Government Code Section 418.016), and in light of the Disaster Declaration issued for the State of Texas limiting public gatherings to ten (10) people. The agenda will be available on the Board's website, <http://bvjobs.org/about-us/board-meeting-agendas>, the meeting will be recorded and minutes will be made available to the public at the same location.

3991 East 29th Street, P.O. Drawer 4128, Bryan, Texas 77805-4128
Phone: 979.595.2801 Fax: 979.595.2810 Toll-Free: 800.386.7200 www.bvjobs.org

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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.



**Workforce Solutions Brazos Valley Board
Executive Committee**

Monday, March 1, 2021 at 10:00 AM
Center for Regional Services - Board Room
3991 East 29th, Bryan, Texas

Join the Meeting via Zoom:

<https://zoom.us/j/91942236770?pwd=bGxrUXI3aFFJankvZDRaUGJxZUhXQT09>

Call-In by Location: (346) 248 7799 (Houston)

Meeting ID: 919 4223 6770

Passcode: 411383

EXECUTIVE COMMITTEE AGENDA

- I. Call Meeting to Order/Introductions** **Robert Orzabal**
- II. Introductions** **Robert Orzabal**
- A. Conflict of Interest Declaration
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. Consent Agenda** **Vonda Morrison**
- A. 2021-2024 Integrated Plan
B. 2021-2024 Integrated Plan Targeted Occupations List
C. 2021-2024 Integrated Plan Memoranda of Understanding
D. FY21 Quality Budget Amendments – Child Care & Early Learning
E. Funding Agreement with Blinn College Child Development Program
F. Date Change for March 2021 Workforce Board Meeting
G. Schedule Change for 2021 Workforce Board Meetings
- VI. Adjourn/Evaluations** **Robert Orzabal**

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Workforce Solutions Brazos Valley Board

Executive Committee Meeting

Monday, March 1, 2021 – 10:30 AM

Center for Regional Services

Board Room / Via: ZOOM

3991 East 29th Street, Bryan, TX

MINUTES

ATTENDANCE

Member Attendees

		<u>ZOOM</u>
Bill Parten	Adult Basic & Continuing Education - Madison	ZOOM
Dianne Ryder	Vice-Chair - Private Sector - Leon	ZOOM
Frank Perez	Secretary - Secondary Education - Grimes	ZOOM
Jared Patout	Private Sector - Grimes	ZOOM
Mary Hensley	Adult Literacy – Brazos	ZOOM
Melinda Berlan	Private Sector - Robertson	ZOOM
Robert Orzabal	Chair – Private Sector - Brazos	ZOOM

Staff

Vonda Morrison, Karen Sanders, Barbara Clemmons, Kristen McGaw, Rachael Robertson, Michelle Splitter (Zoom).

I. Call Meeting to Order/Introductions Robert Orzabal

This meeting was called to order at 10:30 am by Robert Orzabal

II. Introductions Robert Orzabal

A. Conflict of Interest Declaration

Board member were asked to abstain from discussion and voting in matters of possible Conflict of Interest.

III. Consent Agenda Vonda Morrison

- A. 2021-2024 Integrated Plan
- B. 2021-2024 Integrated Plan Targeted Occupations List
- C. 2021-2024 Integrated Plan Memoranda of Understanding

Integrated Plan, Target Occupation, and Memoranda of Understanding were sent, via email, for review. Donna Ryder motioned to approve **A., B., and C.** of the consent agenda. Melinda Berlan seconded the motion. The motion carried.

D. FY21 Quality Budget Amendments – Child Care & Early Learning

Kristen McGaw presented a recommendation to approve the FY21 Quality Budget Amendments – Child Care & Early Learning. Donna Ryder motioned to approve the FY21 Quality Budget Amendment. Jared Patout second the motion. The motion carried.

E. Funding Agreement with Blinn College Child Development Program

Ms. Mary Hensley abstained from Item D. Funding Agreement with Blinn Contract Child Development Program.

Kristen McGaw presented a recommendation to negotiate a funding agreement with Blinn College Child Development Program. Jared Patout motioned to enter into negotiation for a funding agreement with Blinn College Child Development Program. Bill Parten second the motion. The motion carried.

F. Date Change for March 2021 Workforce Board Meeting

Ms. Morrison presented the possibility of having a March Board Meeting, if needed. March 11th is the recommended date for a meeting in March, if it is needed. Diana Ryder motion the approval to schedule a tentative meeting on March 11th, 2021. Melinda seconded the motion.

G. Schedule Change for 2021 Workforce Board Meetings

Ms. Morrison discussed options to avoid breaking for lunch due to Zoom attendees. Members attending the planning meeting will be served lunch prior to the start of the Board meeting. This will allow the Board Meeting to begin promptly at 12:00. Mary Hensley motioned to approve the meeting change. Diana Ryder seconded the motion.

VI. Adjourn/Evaluations Robert Orzabal

Robert Orzabal adjourned meeting at 10:49



Workforce Solutions Brazos Valley Board

Board Meeting

Thursday, April 15, 2021 at 12:00 PM

Center for Regional Services – Board Room

3991 E 29th St, Bryan, TX 77802

Join the Meetings via Zoom:

<https://zoom.us/j/97973300311?pwd=S09McFlmd3N2T3lWd2lKS1BCa2ptdz09>

Call-In by Location: (346) 248 7799 (Houston)

Meeting ID: 979 7330 0311

Passcode: 712745

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

BOARD AGENDA

Note: Workforce Solutions Brazos Valley Board 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. Call to Order

Robert Orzabal

- A. Roll Call
- B. Quorum Determination

II. Introductions

Robert Orzabal

- A. Conflict of Interest Declaration

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. Public Comment

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IV. Consider for Approval Previous Board Meeting Minutes

Robert Orzabal

- A. Board Minutes for January 21, 2021
- B. Board Executive Committee Meeting Minutes for March 1, 2021

V. Financial Reporting of Workforce Services

Michelle Spittler

VI. Planning Meeting Overview

Dianne Ryder

- A. Contracted Measures & Program Director Report
- B. Local Board Goals Measure Report
- C. Monthly Program Summary Reports & Success Stories

Vonda Morrison

VII. Consent Agenda

The following items have been reviewed and recommended for approval by the Planning Committee and are slated for action without discussion, unless a request for discussion is made by a Board Member.

- A. Recommend Approval of Lease of Space for the Madisonville Workforce Lease
- B. Recommendation to Approve Adult Education and Literacy Workforce Integration and Follow-Up Activities Policy
- C. Recommendation to modify Child Care Board Policy Attendance Standards, Notice and Reporting Requirements
- D. Recommend Approval to Revise Workforce Solutions Brazos Valley Board Policies
- E. TWC Employer Awards – Board Member Involvement (Presentation)

Barbara Clemmons

Jodi Cobler

Rachael Robertson

Karen Sanders

Karen Sanders

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VIII. Regular Agenda

Michael Parks

- A. Executive Directors Report

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.

- A. Discussion of Items in Executive (Closed) Session – *If Needed*
- B. Return to Open Session with Stating of Actions Taken
 - 1. All final votes, actions or decisions made during the Executive (Closed) Session shall be presented in open session.
 - 2. Executive (Closed) Session requires that Minutes be Certified.
- C. Consider for Approval Executive (Closed) Session

X. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Evaluations & Mileage Forms – *Handout*
- D. Final Roll Call

XI. Adjourn

Robert Orzabal

Note:

The Board will provide information for public participation and/or comments in its' Board Meeting Agenda via conference call line or other means of virtual attendance. This is in accordance with guidance issued March 16, 2020 by the Texas Governor and Attorney General regarding the suspension of Open Meeting laws (Texas Government Code Section 418.016), and in light of the Disaster Declaration issued for the State of Texas limiting public gatherings to ten (10) people. The agenda will be available on the Board's website, <http://bvjobs.org/about-us/board-meeting-agendas>, the meeting will be recorded and minutes will be made available to the public at the same location.

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**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

		<u>Attended By</u>
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 Director	Zoom

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

I. 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.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

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

III. 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.

IV. 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.

V. Financial Reporting of Workforce Services

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

VI. Planning Sub-Committee Meeting Overview

A. 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.

B. Local Board Goals Report

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

C. 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.

VII. Consent Agenda

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

- A.** Lease of Space for Madisonville Workforce Center
- B.** Adult Education and Literacy Workforce Integration and Follow-Up Activities Policy
- C.** Child Care Board Policy Attendance Standards, Notice and Reporting Requirements
- D.** Revise Workforce Solutions Brazos Valley Board Policies
- E.** 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.

VIII. Regular Agenda

A. 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.

IX. Executive (Closed) Session

There was no Executive Session.

X. No- Action Items

XI. Meeting adjourned

Chair Orzabal adjourned the meeting at 12:12 pm.