

Board Meeting Minutes and Agendas 2024

January 2024- No Meeting

February 2024

March 2024 - No Meeting

April 2024

May 2024

June 2024

July 2024- No Meeting

August 2024

September 2024

October 2024- No Meeting

November 2024

December 2024- No Meeting



Workforce Solutions Brazos Valley Board Board Meeting

Thursday, February 15, 2024 at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us06web.zoom.us/j/85388508229?pwd=4MF86KFyjX82bPDRC0gEzJy5fXKu7J.1>

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

Meeting ID: 853 8850 8229

Passcode: 407509

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**
- 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, Frank Perez, 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 Meeting Minutes for November 17, 2023
 - B. Executive Board Meeting Minutes for December 18, 2023
- V. Financial Reporting of Workforce Services** *Michelle Spittler*
- VI. Board Meeting Overview** *Robert Orzabal*
Vonda Morrison
- A. Contracted Measures & Program Director Report
 - B. Local Board Goals Report
 - C. Monthly Program Summary Reports
 - D. Monitoring Reports
 - E. Executive Directors Report *Michael Parks*
 - F. Presentation to Workforce Board *Michael Parks*

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Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities.

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

Equal opportunity is the law.

VII. Agenda

- A. Recommend Approval of Metrix Learning Systems Policy *Karen Sanders*
- B. Recommend Approval for Memoranda of Understanding between the Brazos Valley Development Board and Key Partnerships *Barbara Clemmons*
- C. Recommend Approval of Expenditures Related to the Board Service Awards Service to Job Seekers up to \$75,000.00 *Vonda Morrison*

VIII. 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

IX. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Board Meeting Evaluation Forms-*Handout*
- D. Travel Voucher – *Handout*
- E. Final Roll Call

Robert Orzabal

X. Adjourn

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 on 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, November 16, 2023 -11:30 AM
Center for Regional Services Board
Room/Via: ZOOM
3991 East 29th Street, Bryan, TX 77802

MINUTES

ATTENDANCE

Member Attendances

		<u>Attended By</u>
Angie Alaniz	CBO – Brazos	In-Person
Ann Boney	CBO-Brazos	In-Person
Bill Ard	TWC	Zoom
Frank Perez	Private Sector-Grimes	In-Person
Dianne Ryder	Vice-Chair-Private Sector-Leon	In-Person
Jared Patout	Private Sector – Grimes	In-Person
Amy Jurica	Private Sector – Burleson	Zoom
Josh Isenhour	Private Sector - Brazos	In-Person
Liz Dickey	Private Sector – Brazos	In-Person
Melinda Berlan	Private Sector - Robertson	In-Person
Michael Anderson	Economic Development Corp.– Leon	In-Person
Nester Leamon	Private Sector-Robertson	In-Person
Roby Somerford	Private Sector – Brazos	In-Person
William “Bert” Miller	Private Sector-Grimes	In-Person
Clark Gandy	Private Sector-Brazos	In-Person
William “Bill” Parten	Public Sector – Madison	In-Person

Guest Attendees

Deirdre Simmons	Serco-Business Services Manager	In-Person
Dora Lopez	Serco Operations Manager	In-Person
Latresia Williams	Serco Project Director	In-Person
TJ Robie	TVC	In-Person
Manny Ugues	SERCO	Zoom
Silas Garrett	Guest	In-Person
Nelly Rodriquez	Guest	In-Person

Members Excused

Andy York, Ann Yager-Chapman, Crystal Crowell, John A. Brieden, Mary Hensley, Robert Orzabal

Staff in Person

Michael Parks, Roger Sheridan, Vonda Morrison, Barbara Clemmons, Erica Hightower, Sandra Perez, Amy Duron, Michelle Eckert (Zoom), Jodi Cobler, Evangelina Benavides, Christina Martinez, Janet Dudding, Theresa Barhorst

I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 12:00 pm by Vice-Chairman Dianne Ryder.

Members were able to join the meeting via Zoom or call in by location (346) 248-7799 (Houston) Meeting ID: 845 8462 0228 with passcode: 515484. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received travel forms and evaluation forms for signatures. The completed forms were given to Ms. Barbara Clemmons.

III. Public Comment

There were no public comments at this time.

IV. Consider for Approval Previous Board Meeting Minutes

Board Meeting Minutes for October 16, 2023, were presented by Vice-Chairman Dianne Ryder. A motion to accept the minutes as presented was made by Ms. Ann Boney and seconded by Mr. William “Bert” Miller. Motion carried.

V. Financial Reporting of Workforce Services

Ms. Michelle Eckert presented the Brazos Valley Workforce financial report through September 30, 2023. Ms. Eckert noted that the RESEA spending should be at 66% instead of 43%. The floor was open for discussions. No questions were voiced at this time.

VI. Board Meeting Overview

A. Contracted Measures & Program Director Report

Ms. Vonda Morrison discussed the July 23 contracted measures reports on pages 15 and 16 of the board packet and discussed measures that are not being met. Ms. Ann Boney asked if there was anything the Board members could do to help meet the measures we are not meeting. Ms. Morrison stated that any outreach to employers Board Members can do would help us meet our contracted measures. Program Summary and Monitoring Reports are included in the board packet.

B. Executive Director’s Report

Mr. Michael Parks provided updates about the status of TAWB. Mr. Parks announced upcoming events: the 26th Annual Texas Workforce Conference scheduled for November 29 – December 1, 2023 at the Marriott Marquis Houston. Mr. Parks presented Mr. Roby Somerford with a five (5) year service award for being on the Workforce Board for five (5) years. He also announced that P. A. Smith received the Employer of Excellence Award, which will be presented to them at the Texas Workforce Conference. Mr. Parks stated that he has asked TWC for additional funds for the AEL Program and will be informed by December 5, 2023 if the Board will receive these additional funds.

VII. Regular Meeting Agenda

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

- A.** Recommend Renewal of Memorandum of Understanding Between Workforce Solutions Brazos Valley Board and BCA Electric and SSC Services.

Motion to accept item A was made by Mr. Jared Patout and seconded by Mr. William Parten. Motion carried.

- B.** Recommend Approval of FY 2024 Child Care Quality Expenditures

Motion to accept item B was made by Mr. Bert Miller and seconded by Ms. Angie Alaniz. Motion carried.

VIII. Executive (Closed) Session

- IX. No- Action Items**
Roll Call Follow-up

- X. Meeting adjourned**
Ms. Ryder adjourned the meeting at 1:19 pm.

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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.



**Workforce Solutions Brazos Valley Board
Board Meeting**
Thursday, April 18, 2024 at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us06web.zoom.us/j/84585541671?pwd=HwPz7lnZHBNmfYD0DzKKO8HqsiNMP4.1>

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

Meeting ID: 845 8554 1671

Passcode: 989483

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

BOARD AGENDA

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- A. Roll Call
 - B. Quorum Determination
- II. Introductions** *Robert Orzabal*
- A. Conflict of Interest Declaration
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- III. Public Comment**
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- IV. Consider for Approval Previous Board Meeting Minutes** *Robert Orzabal*
- A. Board Meeting Minutes for February 15, 2024
- V. Financial Reporting of Workforce Services** *Michelle Spittler*
- VI. Board Meeting Overview** *Robert Orzabal*
Vonda Morrison
- A. Contracted Measures & Program Director Report
 - B. Local Board Goals Report
 - C. Monthly Program Summary Reports
 - D. Monitoring Reports
 - E. Executive Directors Report *Michael Parks*
Skill Development Discussion
 - F. Texas A&M Health Rural Engagement Program Presentation *Melissa Lackey*

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VII. Agenda

A. Recommend Amending Region VI Education Service Center Adult Education & Literacy Program Checklist for FY23-24 *Vonda Morrison*

B. Review and approval of 2024 -2025 Board Goals *Barbara Clemmons*

VIII. 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

IX. Non-Action Items

A. Acronyms

B. Announcements & Other Business

C. Board Meeting Evaluation Forms-*Handout*

D. Travel Voucher – *Handout*

E. Final Roll Call

Robert Orzabal

X. Adjourn

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 on 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://byjobs.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, February 15, 2024 -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>
Andy York	CBO - Brazos	In-Person
Angie Alaniz	Post-Secondary Education Representative – Brazos Valley Region	Zoom
Ann Boney	CBO-Brazos	In-Person
Ann Yager-Chapman	Private Sector - Burleson	Zoom
Bill Ard	TWC	In-Person
Christopher Densley	Private Sector – Child Care Representative - Brazos	In-Person
Crystal Crowell	Vocational Rehabilitation Representative - Brazos	Zoom
Dianne Ryder	Vice-Chair-Private Sector-Leon	In-Person
Elena Fortaneli	Private Sector - Madison	In-Person
Jared Patout	Private Sector – Grimes	In-Person
John Brieden III	Private Sector – Washington	In-Person
Liz Dickey	Private Sector – Brazos	In-Person
Mary Hensley	Literacy Representative - Washington	In-Person
Mary Valadez	Public Sector – Brazos Valley Regio	In-Person
Melinda Berlan	Private Sector - Robertson	In-Person
Michael Anderson	Economic Development Corporation– Leon	In-Person
Nester Leamon	Private Sector-Robertson	In-Person
Robert Orzabal	Private Sector - Brazos	In-Person
Silas Garrett	Private Sector – Brazos	In-Person
William “Bert” Miller	Private Sector-Grimes	In-Person
William “Bill” Parten	Adult Basic & Continuing Education – Madison	In-Person

Guest Attendees

Dora Lopez	Serco Operations Manager	In-Person
Gayle Mann	Serco	In-Person
Latresia Williams	Serco Project Director	In-Person
TJ Robie	TVC	In-Person
Becky Collet	Region 6	In-Person
David Bailey	Blinn	In-Person
Mary Walker	MCISD	In-Person
Shanna Grisset	BEDC	In-Person
Tony Ramirez	TVC	In-Person

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Members Excused

Amy Jurica, Clark Gandy, Frank Perez, Marsha Skinner, Roby Somerford

Staff in Person

Michael Parks, Roger Sheridan, Vonda Morrison, Erica Hightower, Sandra Perez, Amy Duron, Michelle Eckert (Zoom), Evangelina Benavides, Christina Martinez, Theresa Barhorst

I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 12:02 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: 853 8850 8229 with passcode: 407509. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received conflict of interest declaration, travel forms and evaluation forms for signatures. The completed forms were given to Ms. Karen Sanders.

B. New Workforce Solutions Brazos Valley Board Members were introduced. They are Christopher Densley, Elena Fortaneli and Silas Garret.

III. Public Comment

There were no public comments at this time.

IV. Consider for Approval Previous Board Meeting Minutes

A. Board Meeting Minutes for November 16, 2023, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Mr. Bill Ard and seconded by Ms. Ann Boney. Motion carried.

B. Executive Board Meeting Minutes for December 18, 2023 were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Mr. John Brieden and seconded by Ms. Boney. Motion carried.

V. Financial Reporting of Workforce Services

Ms. Michelle Eckert presented the Brazos Valley Workforce financial report which shows the cumulative expenditures of all the workforce contracts through December 31, 2023. Ms. Eckert stated that six contracts have ended, two contracts have 3 months remaining, three contracts received additional funding and two new contracts were received. The floor was open for discussions. The following items discussed included what happens to the remaining funds once the contract has ended, explanation of the child care funds, how to recruit customers, and the engaged by cell usage to market new initiatives to WorkinTexas customers.

VI. Board Meeting Overview

A. Contracted Measures & Program Director Report

Ms. Vonda Morrison discussed the September 2023 contracted measures reports on

pages 15 and 16 of the board packet and discussed measures that are not being met. Program Summary and Monitoring Reports are included in the board packet.

B. Executive Director's Report

Mr. Michael Parks reported on HR6655 – Reauthorization of the Workforce Investment Act (WIOA). A few of the issues include change of requirements for funding, a provision allowed for the potential consolidation of workforce development boards and areas which will erode the principles of local government and responsiveness and it risks diluting the focus on community specific workforce solutions and diminishes the voice and impact of local job seekers and employers in the workforce development process. Mr. Parks announced upcoming events: February 27, 2024 – HYPE Career Expo, March 4, 2024 – EEO Audit, March 7, 2024 - Workforce Board Retreat, March 8, 2024 – Ladies in Business Seminar – Buffalo, TX, March 23-26, 2024 National Association of Workforce Boards Conference, Washington, DC and April 1-12, 2024 TWC Audit. Mr. Parks also presented the 2023 Service to Job Seekers Award Second Place that was awarded at the 2023 TWC Annual Conference in Houston. Mr. Parks also stated that TWC recognized Blinn College District as the 2023 Texas Workforce Solutions All-Star College Award Winner.

VII. Regular Meeting Agenda

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

A. Recommend Approval of Metrix Learning Systems Policy.

Motion to accept item A was made by Ms. Dianne Ryder and seconded by Mr. Ard. Motion carried.

B. Recommend Approval of Memoranda of Understanding between and the Brazos Valley Development Board and Key Partnerships.

Motion to accept item B was made by Ms. Boney and seconded by Mr. Garret. Motion carried. Ms. Mary Hensley abstained.

C. Recommend Approval of Expenditures Related to the Board Service Awards Service to Job Seekers up to \$75,000.00.

Motion to accept item C was made by Ms. Ryder and seconded by Mr. Jared Patout. Motion carried.

VIII. Executive (Closed) Session

IX. No- Action Items

Roll Call Follow-up

X. Meeting adjourned

Chair Orzabal adjourned the meeting at 12:57 pm.

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Workforce Solutions Brazos Valley Board

Board Meeting

Thursday, May 16, 2024 at 12:00 PM

Center for Regional Services – Board Room

3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us02web.zoom.us/j/88311324013?pwd=WWoraWtEQ2Fab0NzZjTd1JUVHI3QT09>

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

Meeting ID: 883 1132 4013

Passcode: 381455

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

BOARD AGENDA

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- 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. Presentation of an Overview of Lightcast Developer's Tools** *Joe Allen*
BVCOG Economic & Community Development Planner

- IV. Public Comment**

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- V. Presentation of WE CARE (Win-win-win Effects: Community Advancement through Reciprocal Education)** *Dr. Chai &*
Dr. Fowler TAMU

- VI. Consider for Approval Previous Board Meeting Minutes**
 - A. Board Meeting Minutes for April 18, 2024 *Robert Orzabal*

- VII. Financial Reporting of Workforce Services** *Michelle Spittler*

- VIII. Board Meeting Overview** *Robert Orzabal*
Vonda Morrison
 - A. Contracted Measures & Program Director Report
 - B. Early Learning Advisory Committee Update
 - C. Local Board Goals Report
 - D. Monthly Program Summary Reports
 - E. Executive Directors Report *Michael Parks*

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IX. Agenda

- A. Recommendation to Approve Updated Board Policy: Adult Education & Literacy: High School Equivalency Voucher Subsidy Program *Jodi Cobler*
- B. Recommendation of Memorandum of Understanding Between Workforce Solutions Brazos Valley Board and Blue Bell Creameries, Brazos County Detention Center, Burleson County Jail, City of Buffalo, City of Caldwell, City of Navasota, Grace Bible Church, MPS Egg Farms and Calvary Baptist Church *Jodi Cobler*
- C. Recommend Approval to Revise Workforce Solutions Brazos Valley Board Policies *Karen Sanders*
- D. Recommend to Approve CERCO's Budget Amendment *Vonda Morrison*

X. Executive (Closed) Session

Robert Orzabal

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XI. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Board Meeting Evaluation Forms-*Handout*
- D. Travel Voucher – *Handout*
- E. Final Roll Call

Robert Orzabal

XII. Adjourn

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Brazos County Clerk's Office and has been posted in the Administrative Office of the Center of Regional Services.

Posted this 10th day of May 2024, at 3991 East 29th Street, Bryan, Texas

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Workforce Solutions Brazos Valley Board Meeting

Thursday, April 18, 2024 -12:00 PM

Center for Regional Services Board

Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

MINUTES

Member Attendances

Amy Jurica	Private Sector - Burleson	In-Person
Andy York	CBO - Brazos	In-Person
Angie Alaniz	Post-Secondary Education Representative – Brazos Valley Region	In-Person
Ann Boney	CBO-Brazos	In-Person
Ann Yager-Chapman	Private Sector - Burleson	In-Person
Bill Ard	TWC	In-Person
Christopher Densley	Private Sector – Child Care Representative - Brazos	In-Person
Clark Gandy	Labor Union - Brazos Valley Region	Brazos
Dianne Ryder	Vice-Chair-Private Sector-Leon	In-Person
Frank Perez	Public Sector – Secondary Education	Zoom
John Brieden III	Private Sector – Washington	In-Person
Liz Dickey	Private Sector – Brazos	In-Person
Nester Leamon	Private Sector-Robertson	In-Person
Robert Orzabal	Private Sector - Brazos	In-Person
Roby Somerford	Private Sector – Brazos	In-Person
Silas Garrett	Private Sector – Brazos	In-Person
William “Bill” Parten	Adult Basic & Continuing Education – Madison	In-Person

Guest Attendees

Dora Lopez	Serco Operations Manager	In-Person
Gayle Mann	Serco	In-Person
Latresia Williams	Serco Project Director	In-Person
Deidra Simmons	Serco Business Services Manager	In-Person
Andrea DeLa Garza	Serco	Zoom
TJ Robie	TVC	In-Person
Becky Collet	Region 6	In-Person
Ambyr Weidner	Region 6	In-Person
Kristi Hayman	Region 6	In-Person
Kelly Carnline	Region 6	In-Person
David Bailey	Blinn	In-Person
Bryon Ryder	Leon County Judge	In-Person
Melissa Lackey	Texas A&M University	In-Person
John Stewart	Texas A&M University	In-Person
Justin Perkins	Texas A&M University	In-Person

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Members Excused

Bert Miller, Crystal Crowell, Elena Fortaneli, Jared Patout, Josh Isenhour, Marsha Skinner, Mary Hensley, Mary Valadez, Melinda Berlan, Michael Anderson

Staff in Person

Michael Parks, Roger Sheridan, Vonda Morrison, Barbara Clemmons, Erica Hightower, Karen Sanders, Sandra Perez, Christina Martinez, Summer Knight

I. CALL TO ORDER

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II. INTRODUCTIONS

A. Conflict of Interest Declaration

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III. Public Comment

There were no public comments at this time.

IV. Consider for Approval Previous Board Meeting Minutes

- A.** Board Meeting Minutes for February 15, 2024, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Ms. Ann Boney and seconded by Mr. Bill Parten. Motion carried.

V. Financial Reporting of Workforce Services

Ms. Vonda Morrison presented the Brazos Valley Workforce financial report which shows the cumulative expenditures of all the workforce contracts through February 29, 2024. Ms. Morrison stated that one contract has ended, and two contracts received additional funding. The floor was open for discussion.

VI. Board Meeting Overview

A. Contracted Measures & Program Director Report

Ms. Vonda Morrison discussed the January 2024 and February 2024 contracted measures reports on pages 13 through 16 of the board packet and discussed measures that are not being met. Program Summary and Monitoring Reports are included in the board packet. Ms. Latrecia Williams reviewed a packet of employer information that was provided to the board members.

B. Executive Director's Report

Mr. Michael Parks gave an update on HR6655 – Reauthorization of the Workforce Investment Act (WIOA), discussed a Skill Development opportunity and that he had a meeting with the Texas Veteran Network.

C. Texas A&M Health Rural Engagement Program Presentation

Ms. Melissa Lackey presented an Overview of the Texas A&M Health Rural Engagement Program. She provided information on the program and the resource opportunities available to rural communities, hospitals, clinics, and providers.

VII. Regular Meeting Agenda

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

- A. Recommend amending Region VI Education Service Center Adult Education & Literacy Program contract for FY23-24.**

Motion to accept item A was made by Mr. Bill Ard and seconded by Mr. Roby Somerford. Motion carried.

- B. Review and Approval of 2024 – 2025 Board Goals**

Motion to accept item B was made by Ms. Boney and seconded by Ms. Dianne Ryder. Motion carried.

VIII. Executive (Closed) Session

IX. No- Action Items

Roll Call Follow-up

X. Meeting adjourned

Chair Orzabal adjourned the meeting at 12:57 pm.

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**Workforce Solutions Brazos Valley Board
Board Meeting**
Thursday, June 20, 2024 at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meetings via Zoom:

<https://us02web.zoom.us/j/88311324013?pwd=WWoraWtEQ2Fab0NlZzJlT1JUVHI3QT09>

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

Meeting ID: 883 1132 4013

Passcode: 381455

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

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, Frank Perez, 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

- A. Board Meeting Minutes for May 16, 2024

Robert Orzabal

V. Financial Reporting of Workforce Services

Michelle Eckert

VI. Board Overview

Robert Orzabal

- A. Contracted Measures & Program Director Report
- B. Local Board Goals Report
- C. Monthly Program Summary Reports
- D. Monitoring Reports
- E. Executive Directors Report

Vonda Morrison

Michael Parks

VII. Agenda

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- A. Recommend Memorandum of Understanding Between Workforce Solutions Brazos Valley Board and Fuji Film Biotechnologies Texas *Jodi Cobler*
- B. Recommend Authorization to Negotiate/Contract with Region Six Education & Literacy program Contract for FY 24-25 *Jodi Cobler*
- C. Recommend Authorization to Negotiate/Contract Madisonville Consolidated Independent School District Adult Education & Literacy Program Contract *Jodi Cobler*
- D. For FY 24-25
- E. Recommend approval of Vendor Contract with MDX Safety Inc FY24 – 25 (handout) *Jodi Cobler*
- F. Recommend Approval of Vendor Contract with Region 6 FY 24-25 (handout) *Jodi Cobler*
- G. Recommend Approval of Early Learning Advisory Committee Governing Rules *Christopher Densey*
- H. Authorization to Rescind Workforce Solutions Brazos Valley Child Care Policies *Karen Sanders*
- I. FY24 Financial Meeting WF Budget Amendment 3 *Michelle Eckert*
- J. Recommendation to Approve the Procurement Threshold for the Workforce Board *Vonda Morrison*

VIII. 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

IX. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Board Meeting Evaluation Forms-*Handout*
- D. Travel Voucher – *Handout*
- E. Final Roll Call

Robert Orzabal

X. Adjourn

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 on 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.



Workforce Solutions Brazos Valley Board Meeting

Thursday, May 16, 2024 -12:00 PM

Center for Regional Services

Board Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

MINUTES

Member Attendances

Amy Jurica
 Andy York
 Angie Alaniz

 Ann Boney
 Bert Miller
 Bill Ard
 Christopher Densley
 Clark Gandy
 Crystal Crowell
 Dianne Ryder
 Elena Fortaneli
 John Brieden III
 Josh Isenhour
 Liz Dickey
 Mary Hensley
 Mary Valadez
 Melinda Berlan
 Michael Anderson
 Nester Leamon
 Robert Orzabal
 Roby Somerford
 Silas Garrett
 William "Bill" Parten

Representing

Private Sector - Burluson
 CBO - Brazos
 Post-Secondary Education Representative – Brazos Valley Region
 CBO-Brazos
 Private Sector - Grimes
 TWC – Public Employment – Brazos Valley Region
 Private Sector – Child Care Representative - Brazos
 Labor Union - Brazos Valley Region
 Vocational Rehabilitation Representative - Brazos
 Vice-Chair-Private Sector-Leon
 Private Sector – Madison
 Private Sector – Washington
 Private Sector - Brazos
 CBO – Brazos
 Literacy Representative – Washington
 Public Sector – Public Assistance Regional
 Private Sector – Robertson
 Public Sector - Economic Development – Leon
 Private Sector-Robertson
 Private Sector - Brazos
 Private Sector – Brazos
 Private Sector – Brazos
 Adult Basic & Continuing Education – Madison

Attended By

In-Person
 In-Person
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Guest Attendees

Dora Lopez
 Gayle Mann
 Latresia Williams
 Deidra Simmons
 Andrea DeLa Garza
 TJ Robie
 Ambyr Weidner
 Kelly Carnline
 Jay Anderson
 Dr. Rhonda Fowler
 Dr. Dae Seok Chai
 Leslie Abbott

Serco Operations Manager
 Serco
 Serco Project Director
 Serco Business Services Manager
 Serco
 TVC
 Region 6
 Region 6
 Blinn College District
 Texas A&M University
 Texas A&M University
 Vocational Rehabilitation

In-Person
 In-Person
 In-Person
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Members Excused

Angie Alaniz, Ann Yager-Chapman, Frank Perez, Jared Patout, Marsha Skinner

Staff in Person

Vonda Morrison, Barbara Clemmons, Erica Hightower, Jodi Cobler, Karen Sanders, Sandra Perez, Christina Martinez, Summer Knight

I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 12:00 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: 853 8850 8229 with passcode: 407509. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received conflict of interest declaration, travel forms and evaluation forms for signatures. The completed forms were given to Ms. Karen Sanders.

III. Presentation

Mr. Joseph Allen, Economic and Community Development Planner with Brazos Valley Council of Governments presented an overview of Lightcast Developer's Tools. Lightcast was demonstrated by highlighting occupation snapshot tools for Brazos County with included desired skills, places of work vs places of residency.

IV. Public Comment

There were no public comments at this time.

V. Presentation

Dr. Dae Seok Chai and Dr. Fowler of Texas A&M University presented WECARE (Win-win-win Effects: Community Advancement through Reciprocal Education). This program aims to build a bridge between what students learn and what employers/managers need, thus enhancing students' employability with practical experience. Student groups will work with client organizations to offer great ideas and solutions for their issues/problems.

VI. Consider for Approval Previous Board Meeting Minutes

A. Board Meeting Minutes for April 18, 2024, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Ms. Ann Boney and seconded by Mr. Nester Leamon. Motion carried.

VII. Financial Reporting of Workforce Services

Ms. Michelle Eckert presented the Brazos Valley Workforce financial report which shows the cumulative expenditures of all the workforce contracts through March 31, 2024. Ms. Eckert stated that two contracts have ended, one contract was extended, eight contracts are on track with expected percentage expenditures and two contracts received additional funding. The floor was open for discussion.

VIII. Board Meeting Overview

A. Contracted Measures & Program Director Report

Ms. Vonda Morrison discussed April 2024 AEL consortium and the Electrical Pre-Apprenticeship program performance. Ms. Morrison reviewed the Workforce Solutions Brazos Valley Board Goals for 2024 -2025 and mentioned the specific measures for each goal along with the measure status. Program Summaries are included in the board packet.

B. Early Learning Advisory Committee (ELAC) Update

Ms. Amy Jurica and Mr. Chris Densy, Co-chairs of ELAC, provided an update of the first meeting and that the ELAC governing rules will be presented at the Workforce Solutions Board meeting in June 2024 for approval.

IX. Regular Meeting Agenda

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

A. Recommendation to approve updated Board Policy: Adult Education and Literacy: High School Equivalency Voucher Subsidy Program.

Motion to accept item A was made by Mr. Roby Somerford and seconded by Ms. Boney. Ms. Mary Hensley and Mr. Bill Parten abstained. Motion carried.

B. Recommend renewal of Memorandum of Understanding between Workforce Solutions Brazos Valley Board and Blue Bell Creameries, Brazos County Detention Center, Burleson County Jail, City of Buffalo, City of Caldwell, City of Navasota, Grace Bible Church, MPS Egg Farms and Calvary Baptist Church.

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

C. Recommend approval to revise Workforce Solutions Brazos Valley Board Policies.

Motion to accept item C was made by Ms. Mary Hensley and seconded by Mr. Silas Garrett. Motion carried.

D. Recommend to approve SERCO's Budget Amendments for OneStop and Child Care.

Motion to accept item D was made by Mr. Bill Parten and seconded by Mr. Michael Anderson. Mr. Bill Ard abstained. Motion carried.

X. Executive (Closed) Session

XI. No- Action Items

Roll Call Follow-up

XII. Meeting adjourned

Chair Orzabal adjourned the meeting at 12:59 pm.

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Workforce Solutions Brazos Valley Board Board Meeting

Thursday, August 15, 2024, at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us02web.zoom.us/j/88311324013?pwd=WWoraWtEQ2Fab0NiZzJTd1JUVVHl3QT09>

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

Meeting ID: 883 1132 4013

Passcode: 381455

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**
- 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, Frank Perez, 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 Meeting Minutes for June 20, 2024
- V. Board Overview** *Robert Orzabal*
- A. Financial Reporting of Workforce Services *Michelle Eckert*
 - B. Review of Expenditures
 - C. Finance Committee Meeting Review *Robert Orzabal*
 - D. Program Director Report *Vonda Morrison*
 - E. Local Board Goals Report
 - F. Monthly Program Summary Reports
 - G. Monitoring Report
 - H. Executive Directors Report *Michael Parks*

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VI. Agenda

- A. Recommend Approval of Early Learning Advisory Committee Governing Rules *Karen Sanders*
- B. Recommend Approval to Modify WIOA Target Occupations List by Adding Certified Nursing Assistant *Barbara Clemmons*
- C. Recommend Authorization to Negotiate SERCO's Contract to Deliver Child Care Services for FY25 *Karen Sanders*
- D. Recommend Authorization to Renew and Negotiate SERCO's Contract to Deliver Workforce Center Services and Business Services for FY25 *Karen Sanders*
- E. Recommend Approval for Workforce Solutions Brazos Valley to Submit Application for a Skills Development Fund Project *Karen Sanders*

VII. 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

VIII. Non-Action Items

- A. Nominations of WSBVB Officers 2024-2025
- B. Acronyms
- C. Announcements & Other Business
- D. Board Meeting Evaluation Forms-*Handout*
- E. Travel Voucher – *Handout*
- F. Final Roll Call

Robert Orzabal

IX. Adjourn

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 on 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, June 20, 2024 -12:00 PM

Center for Regional Services

Board Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

MINUTES

<u>Member</u>	<u>Representing</u>	<u>Attendance</u>
Amy Jurica	Private Sector - Burluson	Excused
Andy York	CBO - Brazos	In-Person
Angie Alaniz	Post-Secondary Education Representative – Brazos Valley Region	Zoom
Ann Boney	CBO-Brazos	In-Person
Ann Chapman	Burluson	Zoom
Bert Miller	Private Sector - Grimes	Excused
Bill Ard	TWC – Public Employment – Brazos Valley Region	Zoom
Christopher Densley	Private Sector – Child Care Representative - Brazos	In-Person
Clark Gandy	Labor Union - Brazos Valley Region	In-Person
Crystal Crowell	Vocational Rehabilitation Representative - Brazos	Zoom
Dianne Ryder	Vice-Chair-Private Sector-Leon	In- Person
Elena Fortaneli	Private Sector – Madison	Excused
Frank Perez	Grimes	In- Person
Jared Patout	Grimes	In- Person
John Brieden III	Private Sector – Washington	Excused
Josh Isenhour	Private Sector - Brazos	In-Person
Liz Dickey	CBO – Brazos	In-Person
Marsha Skinner	Leon	Unexcused
Mary Hensley	Literacy Representative – Washington	Excused
Mary Valadez	Public Sector – Public Assistance Regional	Unexcused
Melinda Berlan	Private Sector – Robertson	Excused
Michael Anderson	Public Sector - Economic Development – Leon	In-Person
Nester Leamon	Private Sector-Robertson	In-Person
Robert Orzabal	Private Sector - Brazos	In-Person
Roby Somerford	Private Sector – Brazos	In-Person
Silas Garrett	Private Sector – Brazos	In-Person
William “Bill” Parten	Adult Basic & Continuing Education – Madison	In-Person
<u>Guest Attendees</u>		
Dora Lopez	Serco Operations Manager	In-Person
Gayle Mann	Serco	In-Person
Latresia Williams	Serco Project Director	In-Person
Deidra Simmons	Serco Business Services Manager	In-Person
Andrea DeLa Garza	Serco	Zoom
Ambyr Weidner	Region 6	In-Person
Kelly Carnline	Region 6	In-Person
Jay Anderson	Blinn College District	Zoom
Kristi Hayman	Region 6	In- Person
Sharra Grissett	Leon County	In- Person
Lupe Schele	Region 6	In- Person
Ethan Stroud	Region 6	In- Person
Leslie Abbott	Vocational Rehabilitation	In- Person

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Equal opportunity is the law.

Staff in Person

Vonda Morrison, Barbara Clemmons, Jodi Cobler, Karen Sanders, Sandra Perez, Summer Knight

I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 12:02 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: 883 1132 4013 with passcode: 381455. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received conflict of interest declaration, travel forms and evaluation forms for signatures. The completed forms were given to Ms. Karen Sanders.

III. Public Comment

There were no public comments at this time.

IV. Consider for Approval Previous Board Meeting Minutes

A. Board Meeting Minutes for May 16, 2024, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Ms. Ann Boney and seconded by Mr. Bill Parten. Motion carried.

V. Financial Reporting of Workforce Services

Ms. Michelle Eckert presented the Brazos Valley Workforce financial report which shows the cumulative expenditures of all the workforce contracts through April 30, 2024. Ms. Eckert stated that five contracts are near ending, eleven contracts are on track with expected percentage expenditures, one contract received additional funding, and one contract was reduced. It was also noted that with 8 months left, we have not started spending the board service award. The floor was open for discussion.

VI. Board Meeting Overview

A. Contracted Measures & Program Director Report

Ms. Vonda Morrison discussed Contracted Measures, May 2024 AEL Measures, and the Electrical Pre-Apprenticeship program performance. Ms. Morrison reviewed the usage breakdown in the March VOSGreeter report and Metrix Report for September 2023- June 2024. Program Summaries are included in the board packet.

The floor was open for discussion.

VII. Executive Report

Mr. Michael Parks gave a status update of The State Association of Workforce Boards and (WIN) Workforce Innovation Network.

Mr. Parks noted that our Annual Meeting and Award Ceremony is on September 19th. The floor was open for discussion.

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VIII. Regular Meeting Agenda

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

- A.** Recommend approval of the MOU between WSBV and Fuji Film Diosynth Biotechnologies Texas.
Motion to accept item A was made by Mr. Jared Patout and seconded by Mr. Bill Parten.
Motion carried.
- B.** Recommend authorization to negotiate/contract with Region VI Education Service Center Adult Education & Literacy Program Contract for FY 24-25.
Motion to accept item B was made by Mr. Clark Gandy and seconded by Mr. Roby Somerford. Mr. Bill Parten abstained. Motion carried.
- C.** Recommend authorization to negotiate/contract with Madisonville Consolidated Independent School District Adult Education & Literacy Program Contract for FY 24-25.
Motion to accept item C was made by Mr. Nester Leamon and seconded by Ms. Dianne Ryder. Mr. Bill Parten abstained. Motion carried.
- D.** Recommend approval of Vendor Contract with MDX Safety Inc.
Motion to accept item D was made by Ms. Diane Ryder and seconded by Mr. Clark Gandy. Motion carried.
- E.** Recommend approval of Vendor Contract with Region 6
Motion to accept item E was made by Mr. Michael Anderson and seconded by Mr. Clark Gandy. Motion carried.
- F.** Recommend Approval of Early Learning Advisory Committee Governing Rules
Item F was Tabled for the July 2024 meeting.
- G.** Authorization to Rescind Workforce Solutions Brazos Valley Child Care Policies
Motion to accept item G contingent upon the new state policy becoming effective, was made by Mr. Bill Parten and seconded by Mr. Josh Isenhour. Mr. Christopher Densy and Liz Dickey abstained. Motion carried
- H.** FY24 Financial Meeting WF Budget Amendment #3
Motion to accept item H was made by Mr. Roby Somerford and seconded by Mr. Bill Parten. Motion carried
- I.** Recommendation to Approve the Procurement Threshold for the Workforce Board
Motion to accept item I was made by Ms. Dianne Ryder and seconded by Mr. Bill Parten. Motion carried

IX. Executive (Closed) Session

- X. No- Action Items**
Roll Call Follow-up

- XI. Meeting adjourned**
Chair Orzabal adjourned the meeting at 1:03 pm

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**Workforce Solutions Brazos Valley Board
Board Meeting**
Thursday, September 19, 2024 at 11:30 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us02web.zoom.us/j/88311324013?pwd=WWoraWtEQ2Fab0NizZJtd1JUVHI3QT09>

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

Meeting ID: 883 1132 4013

Passcode: 381455

Those planning to attend in person, please notify Summer Knight @ 979-595-2801 ext. 2014

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

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, Frank Perez, 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

- A. Board Meeting Minutes for August 15, 2024

Robert Orzabal

V. Financial Reporting of Workforce Services

Michelle Eckert

VI. Board Overview

Robert Orzabal

- A. Financial Reporting of Workforce Services
- B. Review of Expenditures
- C. Program Director's Report
- D. Local Board Goals Report
- E. Monthly Program Summary Reports
- F. Monitoring Report
- G. Executive Directors Report

Michelle Eckert

Vonda Morrison

Michael Parks

VII. Agenda

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- A. Recommendation to Approve Renewal of Fiscal Monitoring Services for FY 2025 *Barbara Clemmons*
- B. Recommendation to Renew program Monitoring Services for FY 2025 *Barbara Clemmons*
- C. Recommendation to Approve Workforce Innovation Fund Grant *Barbara Clemmons*

VIII. 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

IX. Non-Action Items

- A. Acronyms
- B. Nomination Ballot Results 2024-2025
- C. Announcements & Other Business
- D. Board Meeting Evaluation Forms-*Handout*
- E. Travel Voucher – *Handout*
- F. Final Roll Call

Robert Orzabal

X. Adjourn

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 on 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.



Workforce Solutions Brazos Valley Board Meeting

Thursday, August 15, 2024 -12:00 PM

Center for Regional Services

Board Room/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

MINUTES

<u>Member</u>	<u>Representing</u>	<u>Attendance</u>
Amy Jurica	Private Sector - Burleson	Zoom
Andy York	CBO - Brazos	In-Person
Angie Alaniz	Post-Secondary Education Representative – Brazos Valley Region	In-Person
Ann Boney	CBO-Brazos	In-Person
Ann Chapman	Burleson	Zoom
Bert Miller	Private Sector - Grimes	Absent
Bill Ard	TWC – Public Employment – Brazos Valley Region	In-Person
Christopher Densey	Private Sector – Child Care Representative - Brazos	In-Person
Crystal Crowell	Vocational Rehabilitation Representative - Brazos	Zoom
Dianne Ryder	Vice-Chair-Private Sector-Leon	In-Person
Elena Fortaneli	Private Sector – Madison	In-Person
Frank Perez	Grimes	In-Person
Jared Patout	Grimes	Absent
John Brieden III	Private Sector – Washington	Absent
Josh Isenhour	Private Sector - Brazos	In-Person
Liz Dickey	CBO – Brazos	In-Person
Marsha Skinner	Leon	Absent
Mary Hensley	Literacy Representative – Washington	In-Person
Mary Valadez	Public Sector – Public Assistance Regional	In-Person
Melinda Berlan	Private Sector – Robertson	Absent
Michael Anderson	Public Sector - Economic Development – Leon	Zoom
Nester Leamon	Private Sector-Robertson	In-Person
Robert Orzabal	Private Sector - Brazos	In-Person
Roby Somerford	Private Sector – Brazos	In-Person
Silas Garrett	Private Sector – Brazos	In-Person
William “Bill” Parten	Adult Basic & Continuing Education – Madison	In-Person
<u>Guest Attendees</u>		
Dora Lopez	SERCO Operations Manager	In-Person
Gayle Mann	SERCO	In-Person
Latresia Williams	SERCO Project Director	In-Person
Andrea DeLa Garza	SERCO	In-Person
Ambyr Weidner	Region 6	In-Person
Becky Collet	Region 6	In-Person
Kelly Carline	Region 6	In-Person
Ethan Stroud	Region 6	In-Person
Tabatha Reeves	TWC	In-Person
Brenda Burns	SERCO	In-Person
Kristi Caviness	TWC	In-Person

Staff Attendance

Michael Parks, Roger Sheridan, Vonda Morrison, Barbara Clemmons, Jodi Cobler, Karen Sanders, Summer Knight, Michelle Eckert (Zoom)

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I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 12:01 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: 883 1132 4013 with passcode: 381455. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received conflict of interest declaration, travel forms and evaluation forms for signatures. The completed forms were given to Ms. Karen Sanders.

B. Introduction of Guests

Mr. Orzabal introduced our important guests Tabitha Reeves, Kristi Caviness, Andria DeLaGarza, and Commissioner Joe Esparza and read Mr. Esparza's Bio.

III. Public Comment

Mr. Esparza addressed the board and gave an overview of his work, employer programs, expansion of infrastructure in our area, and about we hire veterans.

IV. Consider for Approval Previous Board Meeting Minutes

A. Board Meeting Minutes for June 20, 2024, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Mr. Bill Parten and seconded by Mr. Silas Garrett. Motion carried.

V. Board Overview

A. Financial Reporting of Workforce Services

Ms. Michelle Eckert presented the Brazos Valley Workforce financial report which shows the cumulative expenditures of all the workforce contracts through June 30, 2024. Ms. Eckert stated that five contracts that ended on June 30th and five new contract awards. The floor was open for discussion.

B. Finance Committee Meeting Review

Ms. Eckert presented the Preliminary FY25 Workforce Budget. The floor was open for discussion. A motion to approve the Preliminary FY25 Workforce Budget was made by Mrs. Dianne Ryder and seconded by Mrs. Ann Boney. Motion carried.

C. Program Director Report

Ms. Vonda Morrison discussed the AEL program performance and a writeup we received from Workforce GPS about the achievements of our AEL program. Ms. Morrison shared a success story of a recent group of graduates from Electrical Pre-Apprenticeship program. Program Summaries are included in the board packet. The floor was open for discussion.

VI. Executive Report

Mr. Michael Parks noted that changes to Wagner-Peyser will impact our operate, along with upcoming software changes that may cause temporary outages. He also highlighted a decrease of membership within the TX Association of Workforce Boards due to the formation of a new Board called WIN, there are currently ongoing efforts to reunify these two Boards. Mr. Parks mentioned he is currently paying dues and participating in both Boards. Lastly Mr. Parks congratulated the Business Services for their exceptional outreach efforts and shared a thank you note from Susan Gandy for the sympathy flowers that were sent.

VII. Regular Meeting Agenda

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

- A. Recommend Approval of Early Learning Advisory Committee Governing Rules**
Motion to accept item A was made by Ms. Ann Boney and seconded by Ms. Angie Alaniz. Motion carried.
- B. Recommend Approval to Modify WIOA Target Occupations List by Adding Certified Nursing Assistant**
Motion to accept item B was made by Ms. Ann Boney and seconded by Mr. Silas Garrett. Motion carried.
- C. Recommend Authorization to Negotiate SERCO's Contract to Deliver Child Care Services for FY25**
Motion to accept item C was made by Ms. Ann Boney and seconded by Mr. Bill Parten, Bill Ard Abstained. Motion carried.
- D. Recommend Authorization to Renew and Negotiate SERCO's Contract to Deliver Workforce Center Services and Business Services for FY25**
Motion to accept item D was made by Ms. Ann Boney and seconded by Mr. Silas Garrett, Bill Ard Abstained. Motion carried.
- E. Recommend Approval for Workforce Solutions Brazos Valley to Submit Application for a Skills Development Fund Project**
Motion to accept item E was made by Mr. Roby Somerford and seconded by Mr. Silas Garrett, Mary Hensley Abstained. Motion carried.

VIII. Executive (Closed) Session

IX. No- Action Items

Roll Call Follow-up

X. Meeting adjourned

Chair Orzabal adjourned the meeting at 1:10 pm



**Workforce Solutions Brazos Valley Board
Board Meeting**
Thursday, November 21, 2024 at 12:00 PM
Center for Regional Services – Board Room
3991 E 29th St, Bryan, TX 77802

Join the Meeting via Zoom:

<https://us02web.zoom.us/j/88311324013?pwd=WWoraWtEQ2Fab0NiZzJTd1JUVHI3QT09>

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

Meeting ID: 883 1132 4013

Passcode: 381455

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*
- 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, Frank Perez, 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 Meeting Minutes for September 19, 2024
- V. Financial Reporting of Workforce Services** *Michelle Eckert*
- VI. Board Meeting Overview** *Robert Orzabal*
- A. Contracted Measures & Program Directors Report *Vonda Morrison*
 - B. Local Board Goals Report
 - C. Monthly Program Summary Reports
 - D. Monitoring Reports
 - E. Executive Directors Report *Michael Parks*

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VII. Action Items

- A. Recommend Approval to Modify WIOA Target Occupations List by Adding Construction Laborers & Paving, Surfacing and Tampering Equipment Operators *Barbara Clemmons*
- B. Recommend Approval for Solicitation for Lease of Space for the Madisonville, Texas Workforce Center Office *Barbara Clemmons*
- C. Recommend Approval for FY2025 Child Care Quality Expenditures *Dollie Rosas*
- D. Recommend Approval to Amend Vendor Contract for Pre-Apprenticeship Bridge Program November 2024 MDX Safety Inc. *Jodi Cobler*
- E. Recommend Authorization to Amend Serco's Contract to Deliver Child Care Services for FY25 *Michelle Eckert*
- F. Recommend Authorization to Amend SERCO's Contract to Deliver Workforce Center Services and Business Services for FY25 *Michelle Eckert*

VIII. 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

IX. Non-Action Items

- A. Acronyms
- B. Announcements & Other Business
- C. Board Meeting Evaluation Forms - *Handout*
- D. Travel Voucher - *Handout*
- E. Final Roll Call

Robert Orzabal

X. Adjourn

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 on 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, September 19, 2024 -11:30 AM

Center for Regional Services

Brazos A&B/Via: ZOOM

3991 East 29th Street, Bryan, TX 77802

MINUTES

<u>Member</u>	<u>Representing</u>	<u>Attendance</u>
Amy Jurica	Private Sector - Burleson	In-Person
Andy York	CBO - Brazos	Absent
Angie Alaniz	Post-Secondary Education Representative – Brazos Valley Region	In-Person
Ann Boney	CBO-Brazos	In-Person
Ann Chapman	Burleson	Zoom
Bert Miller	Private Sector - Grimes	In-Person
Bill Ard	TWC – Public Employment – Brazos Valley Region	Absent
Christopher Densley	Private Sector – Child Care Representative - Brazos	In-Person
Crystal Crowell	Vocational Rehabilitation Representative - Brazos	In-Person
Dianne Ryder	Vice-Chair-Private Sector-Leon	In-Person
Elena Fortaneli	Private Sector – Madison	In-Person
Frank Perez	Grimes	In-Person
Jared Patout	Grimes	In-Person
John Brieden III	Private Sector – Washington	In-Person
Josh Isenhour	Private Sector - Brazos	In-Person
Liz Dickey	CBO – Brazos	In-Person
Marsha Skinner	Leon	Absent
Mary Hensley	Literacy Representative – Washington	In-Person
Mary Valadez	Public Sector – Public Assistance Regional	In-Person
Melinda Berlan	Private Sector – Robertson	Absent
Michael Anderson	Public Sector - Economic Development – Leon	In-Person
Nester Leamon	Private Sector-Robertson	In-Person
Robert Orzabal	Private Sector - Brazos	In-Person
Roby Somerford	Private Sector – Brazos	In-Person
Silas Garrett	Private Sector – Brazos	In-Person
William “Bill” Parten	Adult Basic & Continuing Education – Madison	In-Person
<u>Guest Attendees</u>		
Dora Lopez	SERCO Operations Manager	In-Person
Gayle Mann	SERCO	Absent
Latresia Williams	SERCO Project Director	In-Person
Andrea DeLa Garza	SERCO	In-Person
Ambyr Weidner	Region 6	Absent
Becky Collet	Region 6	Absent
Kelly Carline	Region 6	Absent
Ethan Stroud	Region 6	Absent
Tabatha Reeves	TWC	Absent
Brenda Burns	SERCO	In-Person
Collette Champagne	SERCO	In-Person

Staff Attendance

Michael Parks, Roger Sheridan, Vonda Morrison, Barbara Clemmons, Karen Sanders, Summer Knight, Michelle Eckert (Zoom)

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I. CALL TO ORDER

The Workforce Solutions Brazos Valley Board Meeting was called to order at 11:33 am by Chairman Robert Orzabal.

Members were able to join the meeting via Zoom or call in by location (346) 248-7799 (Houston) Meeting ID: 883 1132 4013 with passcode: 381455. Board members accessing zoom utilized the chat function to confirm attendance and verified phone numbers of those that called in and acknowledged as attending.

II. INTRODUCTIONS

A. Conflict of Interest Declaration

Board members received conflict of interest declaration, travel forms and evaluation forms for signatures. The completed forms were given to Ms. Karen Sanders.

III. Public Comment

IV. Consider for Approval Previous Board Meeting Minutes

- A. Board Meeting Minutes for August 19, 2024, were presented by Chairman Robert Orzabal. A motion to accept the minutes as presented was made by Ms. Ann Boney and seconded by Mr. Nester Leamon. Motion carried.

V. Board Overview

A. Financial Reporting of Workforce Services

Ms. Michelle Eckert provided an overview of the Brazos Valley Workforce financial report, highlighting the cumulative expenditures across all workforce contracts through July 31, 2024. She discussed five instances of overlapping old and new funding sources and noted that six contracts are set to expire on September 30th, with two more concluding on October 31st. Additionally, she reported that five WIOA and AEL contracts had been successfully closed as of June 30th. The floor was then opened for discussion.

B. Program Director Report

Ms. Vonda Morrison informed the board that performance reports are still not yet available, as the Texas Workforce Commission (TWC) is still in the process of preparing them. She expressed hope that the reports will be ready by October. If not, TWC has planned to send staff to the boards to directly assist Boards with new platforms. Ms. Morrison also provided an update on the electrical pre-apprenticeship program, noting that the first class successfully graduated 9 students, with an upcoming class expected to enroll 12 to 15 students. The floor was then opened for discussion.

VI. Executive Report

Mr. Michael Parks emphasized that the board is closely monitoring developments in the upcoming legislative session, particularly as the Texas Workforce Commission (TWC) undergoes review. He highlighted a key concern regarding potential policy changes that could require reestablishment as a board. This would, in turn, necessitate renegotiating interlocal agreements with all supporting communities and counties. While this is not yet a formal rule, it is being discussed, and Mr. Parks assured the board that he would keep them informed of any updates. The floor was then opened for discussion.

VII. Regular Meeting Agenda

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

- A. Recommendation to Approve Renewal of Fiscal Monitoring Services for FY 2025. Motion to accept item A was made by Mr. Jared Patout and seconded by Mr. Bert Miller. Motion carried.
- B. Recommendation to Renew program Monitoring Services for FY 2025. Motion to accept item B was made by Mr. Bill Parten and seconded by Ms. Dianne Ryder. Motion carried.
- C. Recommendation to Approve Workforce Innovation Fund Grant. Motion to accept item C was made by Ms. Liz Dickey and seconded by Mr. Robey Somerford. Motion carried.

VIII. Executive (Closed) Session

IX. No- Action Items

Roll Call Follow-up

X. Meeting adjourned

Chair Orzabal adjourned the meeting at 11:57 am