



304 Texas Ave. Suite 1400 | El Paso, Texas 79901 | 915-887-2600 | borderplexjobs.com

General Board Meeting

Date: Thursday, September 16, 2021

Time: 12:00 p.m. MST

Location: Aloft El Paso Downtown, 303 Texas Avenue, Tactic Rooms 2 & 3,
El Paso, Texas 79901

This will be a teleconference meeting, see Notes section below the enumerated Agenda items for further instructions.

Board Members and/or Staff will or may appear either telephonically or by video conference, as permitted by recent action of the Texas Governor and Texas Attorney General in order to limit gatherings to prevent the spread of the coronavirus. The meeting will also be recorded and available thereafter to review.

AGENDA

1. CALL TO ORDER AND CALL OF QUORUM

2. PUBLIC COMMENT: *Members of the public shall have the opportunity to address the Board within the jurisdiction of the Board. The comments are limited to no more than three (3) minutes per subject, regardless of the number of those wishing to speak. Anyone desiring to address the Board under "Public Comment" must submit a "Request to Speak" form prior to the meeting. There can be no deliberation by Board members, and no action taken, on issues or items raised during Public Comment, unless the issue or item is covered by a posted agenda item.*

3. CONSENT AGENDA

The following consent agenda is slated for action as one item without discussion, unless a request for discussion is made by a Board Member.

- A:** Approval of the General Board Meeting Minutes of August 19, 2021, as prepared and presented (*Grace Muñoz, Board Chair*)
- B:** Approval of the Ad Hoc Bylaws Committee Meeting Minutes of September 9, 2021, as prepared and presented (*Grace Muñoz, Board Chair*)
- C:** Acceptance of the update on monitoring activities report for the period ending September 15, 2021 (Completed Reviews -Trade Adjustment Assistance; Reviews in progress - NCP Choices and SNAP E&T) (*Janell Valles, Organizational Effectiveness Manager*)

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Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: 711 (Voice) or 1-800-735-2989 (TTY) Igualdad de oportunidades de Empleo/Programas. Equipo auxiliar y servicios de apoyo están disponibles para personas con discapacidad al ser requeridos. Relay Texas: 711 (Voz) o 1-800-735-2989 (TTY)

- D:** Contracts over \$250,000 executed during the period of August 15, 2021 to September 15, 2021 (*Rosalba Ortiz, Deputy Director*)
- i. NONE.

4. REGULAR AGENDA- ITEMS FOR DISCUSSION AND/OR ACTION

- A:** Discussion and action to accept the Financial Report for the period through July 2021 and approve the financial reallocation as recommended by staff (*Laura Avalos, Fiscal Manager*)
- B:** Discussion and action to approve the contract with the new workforce center operator under procurement RFP # FY21-200-139 (*Rosalba Ortiz, Deputy Director*)
- C:** Discussion and Action to execute the following contract renewal effective November 1, 2021 for an 11-month period (*Rosalba Ortiz, Deputy Director of Administration*)
- YWCA – approximately \$36,700,000 for Child Care Services.
- D:** Discussion and action to approve the Workforce Solutions Borderplex Holiday calendar for FY2022 (*Myriam Guerrero, Administrative Services Manager*)
- E:** Discussion and action to approve the Board Policy Handbook Annual Revisions (*Janell Valles, Organizational Effectiveness Manager*)
- F:** Discussion and Action to approve the 2022 WSB Living Wage. (*Karina Castillo, Senior Administrative Analyst*)
- G:** Discussion and Action to approve the FY22 Child Care Services Parent Share-of-Cost rates per federal poverty guidelines to become effective November 1, 2021. (*Karina Castillo, Senior Administrative Analyst*)
- H:** Discussion and action on recommendations by Bylaws Ad Hoc Committee (*Leila Melendez, CEO*)
- I:** Discussion and Action on the appointment of a Nominating Committee within the Board of Directors to select the slate of nominees for Officers to the Board of Directors for 2022 and 2023 (*Grace Muñoz, Board Chair*)

Nominating Committee Consists of:

1. Board Chairperson
2. Past Board Chairperson
3. At-large Member of Executive Committee
4. Non-Executive Committee, but Private Sector Board Member
5. Non-Executive Committee Member, but Public Sector Board Member

5. REGULAR AGENDA- ACTIVITY REPORTS

Information items are not posted for action, but may be discussed by the Board during the meeting. The presentation of informational items will normally be limited to five minutes per

item. However, additional time may be granted by the Board for information items that merit additional time or need further discussion.

A: Report on TWC Performance Measures for the period ending July 2021 (*Karina Castillo, Senior Administrative Analyst*)

B: CEO Report (*Leila Melendez, CEO*)

- Annual Texas Workforce Conference
- Other general updates

6. EXECUTIVE SESSION

The Board may vote to enter Executive Session – or a closed private session without public attendance – to take up the following item(s) in accordance with Chapter 551 of the Texas Government Code. No voting may take place in Executive Session. Any possible course of action discussed by the Board in Executive Session must be taken up and voted on in the open, public session.

A: Discussion regarding personnel matters (551.074 of the Texas Government Code)

B: Discussion regarding personnel, possible claims or litigation matters, or other matters requiring advice of legal counsel (551.071 of the Texas Government Code)

C: Discussion regarding pending or threatened litigation (551.071 of the Texas Government Code)

7. ADJOURN

Notes:

The Workforce Solutions Borderplex General Board Meeting may be accessed using teleconference at 1-346-248-7799. To attend the meeting, contact Abigail Ruiz at abigail.ruiz@borderplexjobs.com; she will provide a meeting code to access the meeting.

Those wishing to provide public comment should contact Ms. Ruiz before 5:00pm **on Wednesday, September 15, 2021** to obtain a registration form. Additional information and a meeting code will be provided.

REMINDER: Prior to the 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.