
Workforce Solutions North Texas Board Meeting Minutes

December 15, 2022

I. Call to Order

Vice Chair, Rhonda Schreiber, called the Workforce Solutions North Texas Board Meeting to order at 12:07 PM.

II. Roll Call

Members present (in person or via Zoom): Toni Alonzo, Michael Blevins, Lauren Bush, Billy Clark, Keri Goins, Steve Halloway, Synthia Kirby, Anthony Louis, Debbie Powell, Mileasha Rizan, Crystal Sanders, Rhonda Schreiber, Linda Whitaker, and Julie Young.

Vice Chair, Rhonda Schreiber, noted a quorum of members present.

Members not present: Marsha Anderson, Mary Aranda, Taylor Davis, Tracey Jennings, Brandon Litteken, Kristin Little, Michelle Nelson, Glenda Ramsey, Lee Ritchie Jr., Jim Sjolander, Dirk Welch.

Guests present: Kendra Ball, Ebonie Batts, David Dohme, Moneisa Downs, Shana Ferguson, Karen Fite, Christine Gerber, Josie Gonzalez, Ginger Hannah, Scotty Henderson, Sharon Hulcy, Cynthia Humphrey, Lisa McDaniel, Crystal Ojeda, Xochitl Pruitt, Brenda Roland, Mayor Stephen Santellana, Darla Silva, Sandi Stahr, Dennis Wilde, and Ryan Wynn.

III. Declaration of Conflict of Interest (COI)- There was none declared.

IV. Items for Discussion and Action

- Synthia Kirby made the motion and Billy Clark seconded to accept the minutes from the Board Meeting held on October 2022 (14 in favor).
- Billy Clark made the motion and Synthia Kirby seconded to accept the FY2023 Workforce Solutions Board Budget (13 in favor, 1 abstained).

V. Committee Reports

- ***Monitoring Committee Update:***
 - Sharon reported that we have received our TWC report from the April review. TWC reviewed the data validation from July 2020 to June 2021, they tested 180 items. Of those items, there was a 1.67% error rate. TWC reviewed Child Care services, Choices, Employment Services, and the WIOA Program and they found no findings. The SNAP (Supplemental Nutritional Assistance Program) review also resulted in no findings. TWC provided the board office with an Audit Resolution on 2 findings. The first finding was for the number of board meeting meal purchased for Board meeting in April of 2021. The questioned cost of \$93.50 will be paid back from unrestricted funds. The second finding was regarding MOUs (Memoranda of Understanding) and

IFAs (Infrastructure Funding Agreements). The Board did not ensure its MOUs and IFA contained all the required elements and that costs were reconciled to ensure costs were correctly applied. The resolution to address each of the weaknesses identified to ensure MOUs and IFA requirements are met. Sharon also shared that our fiscal monitoring for the board Diaz, Smith, and Associates has completed their risk assessments. This helps to determine if there are any risk areas in question for our subcontractors Equus and Rolling Plains. Diaz, Smith, and Associates provided us with a proposed review schedule for our sub-contractors, this will be done before the TWC review in May 2023. Sharon shared that the program monitor Richard Rogers will be retiring after this year's review and the Board will be going out for procurement for another program monitor at some point this year.

- **Executive Director Report** – Lisa McDaniel updated the Board on the following:
- **Grant Spending Report** – Lisa McDaniel shared that this report shows the balance remaining and the dates of each grant. Lisa explained this report helps with the process of completing the budget for 2023.
- **Update on Co-location** – Lisa McDaniel reported the co-location will more than likely be ready to be publicly introduced at the first of the year. It is still under construction. They are still waiting on the furniture for the resource room. The signage for the outside of the building is going to be completed this week. Lisa noted all major items have been completed. Debbie Powell agreed that the reconstruction looks good. Lisa added that the ribbon cutting will be after the beginning of the year.
- **Procurement List** – Lisa McDaniel explained this list is a running total for the year. Lisa added there have been more funds spent due to the co-location. Synthia Kirby asked what the IKEA Home grant is. Lisa replied it is the special grant we applied for and Kendra Ball explained that we partnered with a local web designer to help rural businesses set up web pages to help and expand their business during COVID.
- **2023 Board Meeting & Holiday Schedule** – Lisa McDaniel shared the new dates of board meetings and the holiday schedule for the 2023. She added that there appears to have been an oversight on a new holiday approved list from West Central Council of Government. Juneteenth is not on the holiday list. WCTCOG will meet in January with their executive committee so that holiday may be added to the list.
- **Update on Co-Location** – Lisa gave praise to the staff at the Center and the Childcare department for the conditions they have been working with during the construction of the co-location. Mrs. McDaniel pointed out that the staff has continued to service customers each day.
- **Update on Big Blue Lawsuit** – Lisa McDaniel reported on November 4th, 2022, the Supreme Court of Texas denied the petition for review on the case between Big Blue Properties, Wichita Falls, LLC., vs. Workforce Resource Inc. That is the end of the lawsuit.
- **TWC State Conference Board Awards** – Mrs. McDaniel reported during the award ceremony at the state conference that Childcare won \$50,000 for coming in third place for the 2022 Childcare Employment and Training Connections Award, and VR won \$75,000 for second place in the 2022 Vocational Rehabilitation Integration Award. Anthony Louis said that he was very proud of Lisa and her hard work, along with the center staff. Keri Goins said it is a great way to learn more about how the programs work, and she encouraged the other board members to attend next year's conference.

Workforce Solutions Workforce Center – Crystal Ojeda reports they served over 1,000 customers in November and 39 job seekers entered employment. United Market Street won the Local Employer of Excellence award, and they were able to attend the conference to receive the award. At the Cottle

County job fair there were nine employers at the new library and nine job seekers. Crystal shared there was a ribbon-cutting ceremony at the location. The Hiring Red, White, & You Job Fair was a huge success. There were 66 employers and 72 job seekers. Mrs. Ojeda reported they have been busy with attending the ribbon-cuttings at the rural libraries with the new career stations. She also shared it has been a pivotal experience working with the judges of the different counties. They have done a total of eight ribbon cuttings thus far. Crystal and her team honored the veterans, on Veterans Day, and presented them with a sign saying, "A Hero Works Here". During the Hiring Red, White, & You! event donations were received for Base Camp Lindsey. Steve Holloway, the facilitator for Base Camp Lindsey shared his gratitude appreciates the donations received. Crystal shared several photos of team building to continue to boost morale. Mrs. Ojeda shared that the positive feedback and survey results for November were 95.31%.

Workforce Solutions Child Care – Lisa McDaniel reported in the absence of Donna Adams. A new employee, Mary Havens has joined the Childcare team. Mary was hired as a Texas Rising Star (TRS) Mentor and Provider Service Specialist. Lisa shared that as of December 9th there are 116 families and 217 children waiting for childcare services. The estimated wait time for services is less than a month. Lisa stated the contracted providers haven't changed, of those providers 44.30% are Texas Rising Star accredited. Mrs. McDaniel explained over the next two years all providers must be Texas Rising Star. She added that the award received will assist in helping those providers and centers become TRS accredited, this is a mandate from the state. Performance and enrollment numbers as of the end of October, there are 1,294 children in care. There are 43 new family referrals with a total of 68 children; at the end of November, the numbers increased to 1,368 children in care. There are 49 new family referrals with a total of 79 children. Donna Adams provided photos of her and her team attending the Red, White, & You job fair, preparing packets of TRS Beyond the Page curriculum for the centers, and Thanksgiving dinner donations. They are continuing to provide PPE giveaways and delivering the Frog Street curriculum to the centers. Lisa said they have submitted the Childcare Quality Plan for the year to TWC and are awaiting approval. Lisa gives praise to Donna Adams for coming to learn the job and working with the team.

Rapid Response – Kendra Ball reports that the Unemployment rate is leveling out. Kendra reports that there have been a few more businesses that have closed. Thad and Paisley's closed in August, Jordan Craft BBQ and Bed Bath & Beyond closed in September, Rodriguez Tortilla, and Whiskeyta closed in October, and Menchie's Frozen Yogurt closed in December. Kendra stated the last 3 businesses shared their closing on social media, which is almost next to impossible to assist a business that is already closed. Mrs. Ball also shared the BSA grant that was won last year was set to expire in December, but she was able to get the grant extended to help with the Seymour project. Kendra explains that Seymour will be providing the building and we will be providing the workspace furnishings and electronics to get the customers ready to work from home.

VI. Announcements – Next board meeting is on February 23, 2023.

VII. Adjournment

Vice Chair, Rhonda Schreiber, adjourned the meeting at 1:10 PM.


Glenda Ramsey
Secretary