



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

General Board Meeting

Date: Thursday, May 16, 2024

Time: 12:00 p.m. MST

Location: Workforce Solutions Borderplex, Inc.
304 Texas Avenue, 17th Floor Conference Room, El Paso, Texas 79901

AGENDA

1. CALL TO ORDER AND ESTABLISHMENT OF QUORUM

2. PLEDGE OF ALLEGIANCE

3. 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.*

4. INTRODUCTIONS

A: Recognition of Incoming Board Members:

- Chelsie Evaldi – Owner, Chuco Relic
- Michelle Fenton – Director of Organizational Development, El Paso Electric

5. 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 March 21, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)

B: Approval of the Strategy and Impact Committee Meeting Minutes of April 3, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)

C: Approval of the New Members Committee Meeting Minutes of April 4, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)

D: Approval of the Government & Public Relations Committee Meeting Minutes of April 16, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)

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- E:** Approval of the Governance and Compliance Committee Meeting Minutes of April 18, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)
- F:** Approval of the Finance/Executive Committee Meeting Minutes of April 23, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)
- G:** Approval of the Rural Committee Meeting Minutes of April 24, 2024, as prepared and presented (*Bobby Blanco, Board Chair*)
- H:** Acceptance of the update on monitoring activities report for the period ending March 31, 2024 (Supplemental Nutrition Assistance Program (SNAP) and Non-Custodial Parent (NCP)) (*Melissa Sapien, Organizational Effectiveness Specialist*)
- I:** Acceptance of the Report on TWC Performance Measures for the period ending February 2024 (*Karina Castillo, Organizational Effectiveness & Research Director*)
- J:** Contracts over \$250,000 executed during the period of March 21, 2024, to May 16, 2024 (*Diana Velazquez, Purchasing & Contracts Manager*)
- i. Subrecipient Agreement between The YWCA El Paso Region and WSB for contract FY24-260-129 for Payment Management Services Provider (CCS) in the amount of \$19,632,509 as approved by the Board of Directors on March 21, 2024, during the General Board Meeting.

6. REGULAR AGENDA

- A: EXECUTIVE & FINANCE COMMITTEE RECOMMENDATION**
Discussion and action to approve the financial reallocation as recommended by staff and to accept the Financial Report for the period through March 2024. (*Bobby Blanco, Board Chair; Laura Avalos, Fiscal Manager*)
- B:** Discussion and Action to award RFP-FY24-300-003, Office Space Lease-North East's contract to Cap Rate Real Estate Group LLC; One-year contract with the option of four, one-year renewals. FY24 contract amount \$66,168. (*Diana Velazquez, Purchasing & Contracts Manager*)
- C:** Discussion and action to approve the new Committee Structure and the recommendation of a new Board Member for Community-Based Organization Representative (*Bobby Blanco, Board Chair*)
- Elizabeth Moya – Executive Director, El Paso Housing Finance Corporation

7. 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:** Discussion and update on the Childcare Program (*Marisela Correa, Provider Services Director, and Ryan Solis, Data Analyst*)

- B:** Discussion regarding the Annual Audit schedule (*Karina Castillo, Organizational Effectiveness & Research Director*)
- C:** Discussion and update on the Strategic Goals 2024-2025 (*Mariel Soto, Research Specialist*)
- D:** Discussion and update regarding the DOL Grant – Pathway for Heroes (*Alma Aranda, Innovation and Development Director*)
- E:** CEO Report (*Leila Melendez, CEO*)
 - Upcoming board member survey about WSB employment services
 - UTEP NSF Grant Update
 - Best Practice Visit to San Antonio
 - Other General Updates

8. 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:** Consultation with legal counsel on a matter(s) which legal counsel is obligated to keep confidential (551.071 of the Texas Government Code)
- C:** Discussion regarding personnel, possible claims, litigation matters, appeals, or other matters requiring advice of legal counsel (551.071 of the Texas Government Code)
 - Discussion and advice of counsel on legal matters
- D:** Discussion regarding pending or threatened litigation (551.071 of the Texas Government Code)

9. ADJOURN

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.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Abigail Ruiz at (915) 887-2246, two (2) working days prior to the meeting, so that appropriate arrangements can be made. Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun) and § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed or openly carried handgun.”