



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

General Board Meeting

Date: Thursday, January 25, 2024

Time: 12:00 p.m. MST

Location: 304 Texas Avenue, 1st Floor Conference Room
El Paso, TX 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:

Dr. Carlos C. Amaya appointment representing Adult Basic and Continuing Education

Mr. Luis E. Hernandez appointment representing Education

Ms. Melissa Zamora Daspit appointment representing Private Sector

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 Annual General Board Meeting and Strategic Retreat Minutes of November 16, 2023, as prepared and presented (*Frank Spencer III, Board Chair*)

B: Acceptance of the update on the monitoring activities report for the period ending December 31, 2023 (Supplemental Nutrition Assistance Employment & Training (SNAP E&T) & Non-custodial Parent (NCP)) (*Melissa Sapien, Organizational & Effectiveness Specialist*)

C: Acceptance of the Report on TWC Performance Measures for the period ending September 2023 (*Karina Castillo, Organizational Effectiveness and Research Director*)

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- D:** Contracts over \$250,000 executed during the period of October 31, 2023, through December 31, 2023 (*Diana Velazquez, Purchasing & Contracts Manager*)
- i. None.

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

- A:** Discussion and Action to amend the Bylaws to allow for Secretary/Treasurer as an Officer (*Leila Melendez, CEO and Bob Blumenfeld, Board Legal Council*)
- B:** Election of Board Officers for 2024 and 2025 for the Board of Directors of the Workforce Solutions Borderplex Inc. to be effective January 25, 2024 (*Frank Spencer III, Board Chair*)
- A.) Recommendation from the Board Nominating Committee:
 - a. Board Chairperson: Bobby Blanco
 - b. Vice Chairperson: Ruben Torres
 - c. Secretary/Treasurer: Randall Kinzie
 - B.) Nominations from Floor (if any)
- C:** Discussion and action to approve the financial reallocation as recommended by staff and to accept the Financial Report for the period through November 2023. (*Laura Avalos, Fiscal Manager*)
- D:** Discussion and Action to award RFP-FY24-300-002, Office Space Lease- Lower Valley, to Mimco, Inc. Verde Paso Partners, LP.; 5-year contract to be renewed annually; Initial contract amount of \$345,500. (*Diana Velazquez, Purchasing & Contracts Manager*)
- E:** Discussion and Action to award RFP-FY24-260-129, Payment Management Services Provider, (CCS) contract to the YWCA El Paso del Norte Region; 4-year contract to be renewed annually. FY24 contract amount \$19,617,509. (*Diana Velazquez, Purchasing & Contracts Manager*)
- F:** Discussion and presentation on Workforce Solutions Borderplex Economic Impact Overview (*Karina Castillo, Organizational Effectiveness and Research Director*)
- G:** Discussion and Action to approve the January 2024 – December 2025 Strategic Plan (*Mariel Soto, Research Specialist*)

7. REGULAR AGENDA

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:** CEO Report (*Leila Melendez, CEO*)
- TWC Sub-recipient Monitoring visit January 29, 2024
 - Childcare Enrollment Update
 - Presidio Update

- Federal Reserve Bank Appointment
- Other General Updates

B: Discussion and update on process and timeline for Chief Executive Officer's performance evaluation (*Bobby Blanco, Board Chair*)

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.”