



Minutes

Board of Directors Meeting

April 25 2019 ~ 3:00 p.m.

1301 Broadway, Suite 201~ Lubbock, TX 79401

Board Members in Attendance

Adrienne Cozart, Chair
Wesley Anderson
Denver Bruner
Chris Chambers
Dela Esqueda
Angela Evins
Julie Laughlin

Jeff Malpiede
Mark McCormick
Beth Miller
John Osborne
Esther Pena
Barry Pittman

David Quintanilla
Leonard Valderaz
Tom Vermillion
Gabe Vitela
Sharla Wells
Adele Youngren

Board Members not in Attendance

Jeff Baum
Rob Blair
Chris Carpenter
Kandace Decker

Kimberly Harrel
Kenneth Hill
Eddie McBride
Willis McCutcheon

Gilbert Salazar
Chuck Smith
Dr. Kyle Wargo

Chief Elected Officials, Staff and Guests Present

Martin Aguirre
Diane Alexander
Rosa Hernandez
Sandra Hester

Sandra Mendoza
Erin Rea
Lisa Rivera

Danny Soliz
Don Hill
Brooks Colson

I. Call to Order

Chair Adrienne Cozart called the meeting to order at 3:06 p.m.

II. Public Comments/Open Session

III. Review & Approve Minutes Dated February 28, 2019

John Osborne moved to approve the minutes. Dela Esqueda seconded, and the motion passed.

IV. Committee Reports

1. Executive (March 20, 2019)
Adrienne Cozart, Committee Chair reported. Information and action items are documented in the committee meeting minutes.
2. Executive (April 17, 2019)
Adrienne Cozart, Committee Chair reported. Information and action items are documented in the committee meeting minutes.

V. Consent Agenda Approval

VI. Discussion, Consideration & Possible Action

1. Review and approve the FY 2017-2018 Workforce Solutions Audited

Lisa Rivera introduced Milo Martinez from the accounting firm of Martinez, Rosario & Company, who presented a summary of the 2017-2018 financial audit report. Mr. Martinez stated the independent auditor's report had issued an unmodified ("clean") opinion on the financial statements and on compliance with major federal and state award programs. There were no current or prior year findings.

John Osborne moved to accept the FY 2017-2018 Audited Financial Statements as presented. David Quintanilla seconded, and the motion was passed.

2. Board By-Laws Revision

Adrienne Cozart reviewed the proposed changes to the South Plains Workforce Development Board By-Laws. Changes were proposed for the following sections.

- Section 3.09 concerning the Absenteeism Policy
A member may not have more than 2 consecutive absences from Board of Directors' meetings at any time, or more than 3 absences from any scheduled Board of Directors' meetings within a one-year calendar period. Failure to abide by this policy shall constitute grounds to initiate Membership removal (Section 3.08).
- Section 5.01 concerning Officers
The Board officers (Chair, Vice-Chair, Secretary and Immediate Past Chair) may, but are not required to serve on a standing committee.
- Section 6.01 concerning Executive Committee Membership
Board officers (Chair, Vice-Chair, Secretary and Immediate Past Chair) may not serve as Standing Committee Chairpersons.
- Section 6.02 concerning Executive Committee Functions
The Committee is responsible for evaluating and making financial policies and procedures recommendations to the Board regarding Board and Contractor budgets, audit reports, TWC and Fiscal monitoring, Expenditure reports, financial reports and Board Expenditure oversight. The Committee shall also monitor all issues associated with the delivery of programs through the Business and Career Centers and the quality of those services and evaluate and approve required Corrective Action Plans. The Committee will review issues associated with all Workforce programs and make recommendations to the Board.
- Section 8.01 concerning Standing Committees' Membership
Board Officers (Chair, Vice-Chair, Secretary and Immediate Past Chair) have the option whether to serve on a standing committee.
- Section 8.06 eliminating the Oversight Committee
The functions performed by the Oversight Committee were incorporated into the Executive Committee (see above).
- Section 8.07 eliminating the Strategic Planning Committee
The Strategic Planning Committee will become an 'as needed' Task Force rather than a Standing Committee.

John Osborne moved to approve the revisions to the By-Laws. Chris Chambers seconded, and the motion passed.

VII. Information Items

1. Board Contracted Measure Report
2. Board Operating Budget
Lisa Rivera reported on the operating budget as of March 31, 2019.
3. Monthly Grant Expenditure Report
Lisa Rivera reported on the grant expenditures as of March 31, 2019.
4. Financial Monitoring Update
5. Audit Update
6. Contract Updates

7. Grant Updates

Erin Rea reported on the Externship Grant and the High Demand Job Training Grant

8. Program Monitoring

VIII. Report and Update by the Board CEO

Sandra Hester reported on the Child Care Services Quality Day of Play noting 300 children plus accompanying adults attended. She showed pictures of various events the children could participate in during the day. Danny Soliz reported the recent Job Fair had 71 employers and 643 job seekers. Martin Aguirre reported the selection process for a new location to accommodate the Administrative Board and Vocational Rehab was in the final stages. He also noted the Plainview Career Center had moved into their new location.

IX. Adjourn

The meeting was adjourned at 4:10pm.