

**DRAFT MINUTES**  
**Workforce Solutions Coastal Bend – Youth Services Committee**  
Mission Career Center – 4981 Ayers Street – Mission Training Room  
Corpus Christi, Texas

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/85637789833?pwd=nrPocXP6Cf3p30nAK5Ut5EEboFzZHI.1>

**Toll Free Dial-In**  
888 475 4499 US Toll-free

**Meeting ID:** 856 3778 9833  
**Passcode:** 422976

**Wednesday, May 14, 2025 – 1:30 pm**

**Committee Members**

**Present**

Liza Wisner, Chair  
Dr. Sandra Clement, Vice Chair  
Michelle Flower  
Ofelia Hunter

**Absent**

Dr. Leslie Faught  
Michelle Lozano

**Others Present**

Ken Treviño, Workforce Solutions  
Alba Silvas, Workforce Solutions  
Shileen Lee, Workforce Solutions  
Janet Neely, Workforce Solutions  
Catherine Cole, Workforce Solutions  
Milanda Ballesteros, Workforce Solutions  
Harvey Pina, Workforce Solutions  
Richard Holland, Workforce Solutions  
Imelda Trevino, Workforce Solutions  
Zachary James, Workforce Solutions  
Donna Vickers, Workforce Solutions  
Vicki Stonum, Workforce Solutions  
Xena Mercado, Workforce Solutions  
Valerie Ann De La Cruz, Workforce Solutions  
Geri Escobar, C2GPS, LLC  
Robert Reyna, C2GPS, LLC  
Monica Cisneros, C2GPS, LLC  
Myra Morin, C2GPS, LLC  
Amber Battiest, C2GPS, LLC  
Rose DeLuna, C2GPS, LLC

**Other Board Members Present**

Sandra Julia Bowen

- I. **Call to Order**  
Ms. Wisner called the meeting to order at 1:30 pm.
- II. **TOMA Rules**  
Ms. Neely provided information on the Texas Open Meetings Act (TOMA) Rules.
- III. **Roll Call**  
The roll was called and a quorum was present. The following Board Member was also in attendance:
  - Sandra Julia Bowen
- IV. **Announcement on Disclosure of Conflicts of Interest**  
Attention was called to the Disclosure and Declaration of Conflict of Interest and disclosures were requested by the chair at this time. None were made.

**V. Public Comments**

Due to the new TOMA rules we do have a laptop setup at 4981 Ayers Street and it is listed on the zoom call as Public. The laptop is available and open to the public.

**VI. Discussion and Possible Action on Minutes of the February 12, 2025 Youth Services Committee Meeting**

Ms. Flower moved to approve the minutes of the February 12, 2025 Youth Services Committee Meeting. The motion was seconded by Dr. Clement and passed.

**VII. Items for Discussion and Possible Action**

1. Board Policy # 4.1.103.02 – Youth Eligibility Criteria

Ms. Cole presented information on the Board Policy # 4.1.103.02 – Youth Eligibility Criteria (included on pages 7-10 of the May 14 agenda packet).

Dr. Clement moved to recommend to the Board of Directors approval of Board Policy # 4.1.103.02 – Youth Eligibility Criteria as presented. The motion was seconded by Ms. Flower and passed.

**VIII. Information Only:**

1. *Services to Youth Update BCY2025 (Q1 Oct.-Dec.) (Q2 Jan.-Mar.) (Q3 Apr.-Jun.) (Q4 Jul.-Sept.)*

- a. Second Quarter (Q2) Program Report

Ms. Cole and Ms. Cisneros provided information on the Second Quarter (Q2) Program Report updates (included on pages 11-15 of the May 14 agenda packet).

- b. Second Quarter (Q2) Performance

Ms. Cole provided Second Quarter (Q2) Performance updates (included on pages 16-17 of the May 14 agenda packet).

2. *Services to Special Community Populations*

- a. Student HireAbility Navigator

Ms. Trevino reported on the Student HireAbility Navigator (included on page 18 of the May 14 agenda packet).

- b. Foster Care Youth

Ms. Cole provided information on the Foster Care Youth (included on page 19 of the May 14 agenda packet).

3. *Program & Education Engagements*

- a. Texas Internship Initiatives

Ms. Cole provided information on the Texas Internship Initiatives (included on page 20 of the May 14 agenda packet).

- b. Educator Externship

Ms. Ballesteros reported on the Educator Externship (included on page 21 of the May 14 agenda packet).

Ms. Silvas noted that this is the first year Ms. Ballesteros is managing the Educator Externship. She has been involved in every aspect, from crafting the application and budget to creating the statement of work for C2, and coordinating technical assistance calls with TWC. Ms. Silvas commended Ms. Ballesteros for her exceptional performance.

- c. Tri-Agency Regional Convener Grant

Ms. Cole provided information on the Tri-Agency Regional Convener Grant (included on page 22 of the May 14 agenda packet).

d. Career & Education Outreach Program

Mr. Holland reported on the Career and Education Outreach Program (included on pages 23-25 of the May 14 agenda packet).

4. *Celebrating Participant Success*

Ms. Cole presented Celebrating Participant Success (included on page 26 of the May 14 agenda packet).

Ms. Bowen expressed gratitude to the Youth Services Committee for the opportunity to attend. She mentioned that Mr. Trevino had invited her to observe, and she was deeply impressed and intrigued by the discussions. Ms. Bowen expressed a desire to attend all future meetings to continue learning and to share the valuable information she has gained. Ms. Bowen commended everyone present for their contributions and expressed her joy at being part of the meeting.

**IX. Adjournment**

The meeting adjourned at 2:47 pm.