

DRAFT MINUTES

Workforce Solutions Coastal Bend – Special-Called Board of Directors Meeting

Mission Career Center – 4981 Ayers Street – Mission Training Room
Corpus Christi, Texas

Join Zoom Meeting

<https://us02web.zoom.us/j/81828890351?pwd=dvppUHHvtQpGODyaGcZyJkaYlUB33K.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 818 2889 0351

Passcode: 022353

Friday, July 11, 2025 - 2:30 pm

Board Members

Present

Raynaldo De Los Santos, Jr., Chair ; private sector – Refugio County	Criselda Leal; literacy council – City of CC
Jason Bevan; private sector – Nueces County	Omar Lopez; private sector – City of CC
Andrea Chavez; public employment serv – City of CC	Travis Nelson, Treasurer ; private sector – City of CC
Sandra Clement; public assistance – City of CC	John Owen, Parliamentarian ; vocational rehab. – City of CC
Michelle Flower; private sector – City of Corpus Christi	Leonard Rivera; post-secondary ed – City of Corpus
Jesse Gatewood; organized labor – Nueces County	Randy Seitz; CBO – Bee County
Randy Giesler; private sector - Live Oak County	Michelle Tobar; child care workforce – Nueces County
Victor M. Gonzalez, Jr.; ps – City of CC	C. Michelle Unda; economic development – City of CC
Karl Hattman; private sector – Aransas County	Catrina Wilson; CBO – City of CC
Marcia Keener, Secretary ; CBO – San Patricio County	

Absent

Cynthia Alegria; private sector – Brooks County	Michelle Lozano; private sector – Nueces County
Hector Bernal; private sector – City of CC	Gloria Perez, Past Chair ; private sector – City of CC
Lance Brown; private sector – San Patricio County	Susan Temple; private sector – San Patricio County
Jose R. “Joey” Garcia III; private sector – Duval County	Liza Wisner; private sector – City of CC

Vacancies

Private Sector – Kenedy County	Private Sector – City of CC
Adult Basic & Continuing Education – Bee County	Private Sector – Kleberg County
Private Sector – Jim Wells County	Community-Based Organization – Kleberg County
Community-Based Organization/OL – Jim Wells County	Education Agency – San Patricio County

Others Present

Ken Trevino, WS President/CEO	Denise Woodson, WS Director of Child Care Programs
Alba Silvas, WS Chief Operating Officer	Zachary James, WS IT Coordinator
Shileen Lee, WS Chief Financial Officer	Vicki Stonum, WS Administrative Specialist
Janet Neely, WS Executive Assistant	Kenia Dimas, BakerRipley
Christina Gonzalez, WS Dir. of Strategic Planning & Partnerships	Sandy Anderson, BakerRipley
Milanda, Ballesteros, WS Contract Specialist	

I. Call to Order

Mr. De Los Santos called the meeting to order at 2:40 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.

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 set up at 4981 Ayers Street and it is listed on the zoom call as Public. The laptop is available and open to the public.

VI. Board Comments

There were no Board comments.

VII. Discussion and Possible Action to Approve Contract Over \$50,000

a. Contract (Master) with Martinez, Rosario & Company, LLP

Ms. Lee provided information on the Contract Over \$50,000 for Contract (Master) with Martinez, Rosario & Company, LLP (included on page 4 of the July 11 agenda packet).

Mr. Nelson moved to approve the Contract Over \$50,000 for Contract (Master) with Martinez, Rosario & Company, LLP. The motion was seconded by Ms. Keener and passed.

VIII. Discussion and Possible Action to Authorize the President/CEO to Enter into Negotiations and Subsequently Execute a Contract for Management of Direct Child Care Services

Ms. Lee and Mr. Milson provided information and presented on the Contract for Management of Direct Child Care Services (included on page 5 of the July 11 agenda packet).

Ms. Keener moved to approve the Contract for Management of Direct Child Care Services. The motion was seconded by Mr. Owen and passed.

Ms. Anderson, the Area Director of Child Care Services for BakerRipley, expressed her honor in continuing the longstanding partnership with the Workforce Solutions Coastal Bend Board. She conveyed her anticipation for serving their communities and expressed gratitude for the trust placed in their shared mission.

Mr. De Los Santos expressed his gratitude to Ms. Anderson for her kind and gracious remarks.

IX. Discussion and Possible Action on Annual Performance Evaluation of the President/CEO (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.074: Personnel Matters)

Ms. Unda moved to approve entering into closed session. The motion was seconded by Mr. Bevan and passed.

Mr. De Los Santos called the meeting into closed session at 2:54 pm. The closed session ended at 3:06 pm.

Dr. Rivera moved that the performance evaluation report of the President/CEO for 2024-2025 be approved and following recommendations presented by the Executive Committee regarding the President/CEO be approved:

1. 2.5% cost of living adjustment/increase to the current base salary of 2024-2025;
2. The payment of a performance incentive of 2.5% based on the current base salary of 2024-2025;
3. 2 weeks vacation for the contract term of 2025-2026 and will not be subject to buy back;
4. All other terms of the prior Employment Agreement to remain the same.

The motion was seconded by Mr. Bevan and passed.

Mr. De Los Santos extended his congratulations to Mr. Trevino on the amendment of the contract for the President/CEO.

X. Adjournment

The meeting adjourned at 3:08 pm.