

DRAFT MINUTES

Workforce Solutions Coastal Bend – Special-Called Executive/Finance Committee Meeting

Mission Career Center – 4981 Ayers Street – Mission Training Room

Corpus Christi, Texas

Join Zoom Meeting

<https://us02web.zoom.us/j/86335171128?pwd=ep0SsVnoJL0bbrXugZ1gCzYQ4EXavQ.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 863 3517 1128

Passcode: 408809

Friday, July 11, 2025 – 1:30 pm

Committee Members

Present

Raynaldo De Los Santos, Jr., Chair

Marcia Keener

Travis Nelson

John Owen

Gloria D. Perez

Victor M. Gonzalez, Jr.

Dr. Leonard Rivera

C. Michelle Unda

Absent

Liza Wisner

Others Present

Ken Trevino, Workforce Solutions

Alba Silvas, Workforce Solutions

Shileen Lee, Workforce Solutions

Janet Neely, Workforce Solutions

Milanda Ballesteros, Workforce Solutions

Christina Gonzalez, Workforce Solutions

Vicki Stonum, Workforce Solutions

Denise Woodson, Workforce Solutions

Catherine Cole, Workforce Solutions

Zachary James, Workforce Solutions

Xena Mercado, Workforce Solutions

Nelda Rios, Workforce Solutions

Lucinda Garcia, Legal Counsel

Mike Milson, Lead Evaluator

Sandy Anderson, BakerRipley

Kenia Dimas, BakerRipley

Amouye Kassi, C2GPS, LLC

Other Board Members Present

Dr. Criselda Leal

Randy Seitz

I. Call to Order

Mr. De Los Santos called the meeting to order at 1:31 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 Members were also in attendance:

- Dr. Criselda Leal
- Randy Seitz

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.

Ms. Garcia acknowledged that it was Ms. Perez's birthday and suggested that the team might want to wish her a happy birthday. In response, everyone present sang "Happy Birthday" to Ms. Perez.

Mr. Treviño added, expressing his admiration for Ms. Perez's dedication to Workforce Solutions and Workforce Development, stating it was a true demonstration of love to be present on her birthday.

VI. 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. Owen moved to approve the Contract Over \$50,000 for Contract (Master) with Martinez, Rosario & Company, LLP. The motion was seconded by Dr. Rivera and passed.

VII. 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).

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

Mr. De Los Santos extended his congratulations to Ms. Anderson, expressing his gratitude for her hard work.

Ms. Anderson stated they are honored to sustain their partnership with the Workforce Solutions Coastal Bend Board and thanked everyone.

VIII. 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)

Mr. Gonzalez moved to approve entering into closed session. The motion was seconded by Dr. Rivera and passed.

Mr. De Los Santos called the meeting into closed session at 1:46 pm. The closed session ended at 2:29 pm.

Mr. Owen moved that the performance evaluation report of the President/CEO for 2024-2025 be approved and that the following recommendations be presented to the Board of Directors regarding the President/CEO:

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 to be used during the 2025-2026 contract term and not to be a buy out;
4. All other terms of the prior Employment Agreement to remain the same.

The motion was seconded by Dr. Rivera and passed.

IX. Adjournment

The meeting adjourned at 2:30 pm.