



Annual Board of Directors Meeting

December 11, 2025

3:00 pm

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84273303067?pwd=GQ079bYBipflj954e1kqbqapMoFYnc.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 842 7330 3067

Passcode: 529333

www.workforcesolutionscb.org

Strategic Goals

- Establish and Strengthen Partnerships
- Effectively/Efficiently Target Rural Area Services
- Increase Workforce Awareness
- Expand Innovative Services to Business
- Explore New Revenue Opportunities
- Improve Internal Efficiencies
- Refine Board Culture

Mission Statement

At Workforce Solutions of the Coastal Bend, we invest in our regional economic success through access to jobs, training, and employer services.

Value Statement

Accountability – We address our customers and co-workers in a positive manner that elevates their spirit and creates a professional, supportive workplace for staff, job seekers, and employers.

Teamwork – We combine our individual talents for the benefit of the mission and common goals leveraging our unique abilities and contributions.

Trust – We consistently deliver on our commitments to our customers and co-workers to establish strong, sustainable relationships.

Integrity – We are honest, supportive, candid in addressing difficult issues, and willing to share success to demonstrate respect and consideration for our customers and co-workers.

Tenacity – We resist giving up when the going gets tough and support our customers and co-workers in seeing that issues are resolved and the job gets done.

Understanding – We are serious and passionate about delivering our services with compassion and empathy.

Dignity – We interact with customers and co-workers professionally regardless of their backgrounds, experience, and circumstances to reflect our commitment as public servants.

Enthusiasm – We recognize the importance and value of our work and know that every day we have the opportunity to help build the economic success of our regional economy.

Disclosure and Declaration of a Conflict of Interest

Conflicts of Interest and the appearance of Conflicts of Interest shall be reported according to Board Administrative Policies #1.0.101.00 - Standards of Conduct and Conflict of Interest; and #1.0.105.00 - Reporting Conflict of Interest, Fraud, and Abuse, which were adopted by the Board of Directors on April 26, 2007.

Conflict of Interest – A circumstance in which a Board Member, Board employee, Contracted Provider, or Contracted Provider's employee is in a decision-making position and has a direct or indirect interest, particularly a financial interest, that influences the individual's ability to perform job duties and fulfill responsibilities.

Appearance of a Conflict of Interest – A circumstance in which a Board Member, Board employee, Contracted Provider, or Contracted Provider's employee's action appears to be:

- influenced by considerations of one or more of the following: gain to the person, entity, or organization for which the person has an employment interest, substantial financial interest, or other interest, whether direct or indirect (other than those consistent with the terms of the contract), or;
- motivated by design to gain improper influence over the Commission, the Agency, the Board, or the Board's Chief Elected Officials.

Code of Ethics

The Workforce Solutions Code of Ethics is a guide for dealing with ethical matters in the workplace and in our relationship with our clients and members of the community.

- We believe in respect for the individual.
- We believe all persons are entitled to be treated with respect, compassion and dignity.
- We believe in openness and honesty in dealing with the general public, the people we serve, and our peers.
- We believe in striving for excellence.
- We believe in conducting ourselves in a way that will avoid even the appearance of favoritism, undue influence or impropriety, so as to preserve public confidence in our efforts.



Annual Board of Directors Meeting

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84273303067?pwd=GQ079bYBipflj954e1kqbqapMoFYnc.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 842 7330 3067

Passcode: 529333

Thursday, December 11, 2025 – 3:00 pm

AGENDA

- I. **Call to Order:** *Raynaldo De Los Santos, Jr., Chair*
- II. **TOMA Rules:** *Milanda Ballesteros*
- III. **Roll Call:** *Marcia Keener, Secretary*..... 5
- IV. **Announcement on Disclosure of Conflicts of Interest**
Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.
- V. **Public Comments**
- VI. **Board Comments**
- VII. **Discussion and Possible Action on Minutes of the September 24, 2025 Board of Directors Meeting**.....6-10
- VIII. **CEO Council Report:** *Judge George (Trace) Morrill III, Lead CEO*
- IX. **Chair Report:** *Raynaldo De Los Santos, Jr.*
 - Board Updates, Key Meetings, Items of Interest, and Communication
- X. **Discussion and Possible Action to Approve FY25-26 Budget Amendment #1:** *Shileen Lee*
(Reviewed and Approved for recommendation by Executive/Finance Committee on November 19, 2025).....11-13

XI. **Year-In-Review Committee Reports**

* Child Care Services	Victor M. Gonzalez, Jr., Chair.....	14
* Youth Services	Liza Wisner, Chair.....	15
* Workforce Services	Dr. Leonard Rivera, Chair.....	16
* Public Relations	C. Michelle Unda, Chair.....	17
* Executive/Finance	Travis Nelson, Treasurer.....	18
* Ad Hoc Nominating	John Owen, Chair.....	19

XII. **President/CEO Report: Ken Treviño**

- Annual Update

XIII. **Discussion and Possible Action on Nomination and Election of Officers for 2026:**

Lucinda Garcia.....	20-21
---------------------	-------

XIV. **Adjournment**

Notice: *The Chair of the Board of Directors will be at 4981 Ayers Street, Corpus Christi, Texas where the Chair will preside over the Meeting.*

Notice: *One or more members of the Board of Directors may attend via video conference.*

Note: Except for expressly authorized closed sessions, meetings, discussions, and deliberations of the Board or Committees will be open to the public. Voting in all cases will be open to the public. Board members are advised that using personal communication devices to discuss Committee and Board business during the meeting may be a violation of the Texas Open Meetings Act. Such communications also may be subject to the Texas Public Information Act.

Closed Session Notice. PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

Consent Agenda. Items listed under the Consent Agenda have previously been reviewed and recommended for action by one or more Committees of the Board of Directors. All items listed under the Consent Agenda are ready for action by the full Board of Directors; however, a Board member can request that any item be pulled from the Consent Agenda for further review and discussion.

Texas Open Meetings Act (TOMA). All public meetings are required to follow all parts of the Texas Open Meetings Act. Therefore, we will be holding this meeting both in-person at the **Mission Career Center, Mission Training Room** and on **ZOOM**. With this format, comes some changes to what is required of board members and the public.

- The presiding member (Chair or designee) must be in-person at the meeting location, 4981 Ayers Street, Corpus Christi, Texas.
- Board members must be visible on camera in order to count toward the quorum and in order to vote.
- The public and all presenters will need to be visible while presenting information.

This hybrid meeting format will allow us to meet TOMA rules, while still ensuring the safety of those who must attend.

Workforce Solutions Board of Directors

Roll Call Roster

December 11, 2025

(18 = Quorum)

____ De Los Santos, Jr., Raynaldo, **Chair**; Private Sector – Refugio County
____ Alegria, Cynthia; Private Sector – Brooks County
____ Bernal, Hector; Private Sector – City of Corpus Christi
____ Bevan, Jason; Private Sector – Nueces County
____ Brown, Lance; Private Sector – San Patricio County
____ Cavazos, Michelle; Education – San Patricio County
____ Chavez, Andrea; Public Employment Service – TWC/City of Corpus Christi
____ Clement, Sandra; Public Assistance – City of Corpus Christi
____ Esquivel, Christina; Private Sector – Kleberg County
____ Flower, Michelle; Private Sector – City of Corpus Christi
____ Garcia III, Jose R. “Joey”; Private Sector – Duval County
____ Gatewood, Jesse; Organized Labor – Nueces County
____ Gonzalez, Jr., Victor M.; **Vice Chair**; Private Sector – City of Corpus Christi
____ Hattman, Karl; Private Sector – Aransas County
____ Hoffman, Jenna; Private Sector – Jim Wells County
____ Huff, Jim; Private Sector – Live Oak County
____ Irizarry, David; Private Sector – City of Corpus Christi
____ Keener, Marcia, **Secretary**; CBO – San Patricio County
____ Leal, Criselda; Literacy Council – City of Corpus Christi
____ Lopez, Omar; Private Sector – City of Corpus Christi
____ Lozano, Michelle; Private Sector – Nueces County
____ Nelson, Travis, **Treasurer**; Private Sector – City of Corpus Christi
____ Owen, John W., **Parliamentarian**; Vocational Rehabilitation Agency – City of Corpus Christi
____ Perez, Gloria, **Past Chair**; Private Sector – City of Corpus Christi
____ Perez III, J.C.; CBO/OL – Jim Wells County
____ Rivera, Leonard; Post-Secondary Education – City of Corpus Christi
____ Seitz, Randy; CBO – Bee County
____ Suarez, Zachary Z.; Adult Basic & Continuing Education – Bee County
____ Temple, Susan; Private Sector – San Patricio County
____ Tobar, Michelle; Child Care Workforce – Nueces County
____ Unda, C. Michelle; Economic Development – City of Corpus Christi
____ West, Jeffrey R.; CBO – Kleberg County
____ Wilson, Catrina; CBO – City of Corpus Christi
____ Wisner, Liza; Private Sector – City of Corpus Christi

Signed

Printed Name

MINUTES

Workforce Solutions Coastal Bend – Board of Directors Meeting

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

Join Zoom Meeting

<https://us02web.zoom.us/j/89872203630?pwd=gY0QvN8gxINOMiaYbiNofnEnJbXTbD.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 898 7220 3630

Passcode: 113440

Wednesday, September 24, 2025 - 3:00 pm

Board Members

Present

Raynaldo De Los Santos, Jr., **Chair**; private sector – Refugio County
Cynthia Alegria; private sector – Brooks County
Hector Bernal; private sector – City of CC
Jason Bevan; private sector – Nueces County
Lance Brown; private sector – San Patricio County
Michelle Cavazos; education – San Patricio County
Andrea Chavez; public employment serv – City of CC
Sandra Clement; public assistance – City of CC
Jose R. “Joey” Garcia III; private sector – Duval County
Jesse Gatewood; organized labor – Nueces County
Victor M. Gonzalez, Jr.; ps – City of CC
Karl Hattman; private sector – Aransas County
Jenna Hoffman; private sector – Jim Wells County
Marcia Keener, **Secretary**; CBO – San Patricio County

Criselda Leal; literacy council – City of CC
Omar Lopez; private sector – City of CC
Travis Nelson, **Treasurer**; private sector – City of CC
John Owen, **Parliamentarian**; vocational rehab. – City of CC
Gloria Perez, **Past Chair**; private sector – City of CC
J.C. Perez III; CBO/OL – Jim Wells County
Leonard Rivera; post-secondary ed – City of Corpus
Randy Seitz; CBO – Bee County
Zachary Z. Suarez; adult basic & cont. ed – Bee County
Susan Temple; private sector – San Patricio County
C. Michelle Unda; private sector – City of CC
Jeffrey R. West; private sector – City of CC
Catrina Wilson; CBO – City of CC
Liza Wisner; private sector – City of CC

Absent

Christina Esquivel; private sector – Kleberg County
Michelle Flower; private sector – City of Corpus Christi
Jim Huff; private sector – Live Oak County

David Irizarry; private sector – City of CC
Michelle Lozano; private sector – Nueces County
Michelle Tobar; child care workforce – Nueces County

Vacancies

Private Sector – Kenedy County

Others Present

Ken Trevino, WS President/CEO
Alba Silvas, WS Chief Operating Officer
Shileen Lee, WS Chief Financial Officer
Janet Neely, WS Executive Assistant
Allyson Riojas, WS Contract Manager
Zachary James, WS IT Coordinator
Nelda Rios, WS Contracts & Procurement Specialist
Xena Mercado, WS Communications Manager
Christina Gonzalez, WS Dir. of Strategic Planning & Partnerships
Lucinda Garcia, Legal Counsel

Ismael Martinez, Martinez, Rosario & Company, LLP
Chakib Chehadi, C2GPS, LLC
Geri Escobar, C2GPS, LLC
Robert Reyna, C2GPS, LLC
Sandy Anderson, BakerRipley
Kenia Dimas, BakerRipley
Monica Sorimon, BakerRipley
James Wilson, Texas Veterans Commission
Prisilla Cope, Alice, Texas
Belinda Silva, Alice, Texas

I. Call to Order

Mr. De Los Santos called the meeting to order at 3:01 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

Mr. De Los Santos invited the CEO to introduce the new board members. He expressed enthusiasm for the volunteerism, experience, knowledge, and skills the new members bring to the board and the organization's mission. He welcomed both those attending in person and those joining online, noting that several new members were present.

Mr. Trevino welcomed everyone to the Career Center and noted the positive energy with the introduction of new board members. He mentioned that some members had recently been notified of their appointments and that a few were unable to attend due to travel. Mr. Trevino then reviewed the list of new board members and invited the new board members present to share a few words if they wished.

Dr. Michelle Cavazos, Superintendent of Gregory-Portland Independent School District – Appointed by Judge David Krebs, San Patricio County. Representing Education replacing Dr. Leslie Faught.

J.C. Perez III, Board Chairman of Rural Economic Assistance League Inc. (REAL) – Appointed by Judge Pedro “Pete” Trevino, Jr., Jim Wells County. Representing Community-Based Organization/Organized Labor replacing Ofelia Hunter.

Mr. J.C. Perez stated he was glad to be back and shared his appreciation for the camaraderie and positive experiences he had previously enjoyed with the group.

Dr. Zachary Z. Suarez, President of Coastal Bend College – Appointed by Judge George (Trace) Morrill III, Bee County. Representing Adult Basic & Continuing Education replacing Dr. Justin Hoggard.

Dr. Suarez expressed enthusiasm about joining the board, noting a personal connection as his father had worked for Workforce Solutions for over two decades. He stated that it felt meaningful to now participate in this capacity and offered the support of Coastal Bend College as a partner in serving students, the community, and the region.

Jeffrey R. West, Chief Workforce Development Officer, TAMUK of Rural Schools Innovation Zone – Appointed by Judge Rudy Madrid, Kleberg County. Representing Community-Based Organization replacing Manny Salazar.

Mr. West commented he was pleased to be present and noted that he knew many attendees from his time in the private sector. He shared that his first role in the nonprofit and public sector was with Workforce Solutions as a contractor, followed by serving as Executive Director at E2E, and that he is now with Texas A&M University–Kingsville. Mr. West stated he is grateful and honored to serve and looks forward to contributing to the organization's work.

Christina Esquivel, Marketing & Public Relations Director of Phil Esquivel Jr. & Associates – Appointed by Judge Rudy Madrid, Kleberg County. Representing Private Sector replacing Carlos Ramirez.

Mr. Trevino mentioned that Ms. Esquivel was among those who were traveling and unable to attend.

Jenna Hoffman, President of Rockin' h Ranch Service, LLC – Appointed by Judge Pedro “Pete” Trevino, Jr., Jim Wells County. Representing Private Sector replacing Sandra Julia Bowen.

Ms. Hoffman stated that this experience was completely new to her and mentioned that some attendees might know her in-law, Gail Hoffman. Ms. Hoffman expressed that it was an honor to be appointed by Judge Trevino and that she looks forward to learning and growing within the organization.

Judge Jim Huff, General Partner of Huff Ranch Limited Partnership – Appointed by Judge James Liska, Live Oak County. Representing Private Sector replacing Randy Geisler.

Mr. Trevino mentioned that many in the room know County Judge Jim Huff and noted that the title remains with him permanently.

David Irizarry, Chief Executive Officer of Corpus Christi Medical Center – Appointed by Mayor Paulette Guajardo, City of Corpus Christi. Representing Private Sector filling open vacancy.

Mr. Irizarry stated that he recently completed his first year at Corpus Christi Medical Center and has enjoyed his time in the Coastal Bend area. He shared that his wife and son joined him in January and noted that he is a native of the Oregon Valley. Mr. Irizarry expressed gratitude for the opportunity to serve and affirmed his commitment to supporting the healthcare sector, and its ongoing efforts. Mr. Irizarry also noted his appreciation for having several members present who represent the CCMC board.

Chairman De Los Santos thanked the new board members and expressed excitement about their addition to the team.

VII. Discussion and Possible Action on Minutes of the May 21, 2025 Board of Directors Meeting

Mr. Owen moved to approve the minutes of the May 21, 2025 Board of Directors Meeting. The motion was seconded by Dr. Rivera and passed.

VIII. Discussion and Possible Action on Minutes of the July 11, 2025 Special-Called Board of Directors Meeting

Mr. Gonzalez moved to approve the minutes of the July 11, 2025 Special-Called Board of Directors Meeting. The motion was seconded by Ms. Keener and passed.

IX. Chair Report

Board Updates, Key Meetings, Items of Interest, and Communication

Mr. De Los Santos presented the Board Updates, Key Meetings, Items of Interest, and Communication.

Chairman De Los Santos reported attending the recent YOU! Choose event, which saw strong participation from employers, trainers, and a large number of students. He commended the staff and board members for their involvement and noted the event's success, highlighting Dr. Vela's energizing opening remarks and the overall enthusiasm of attendees.

X. President/CEO Report

Business Development, Public Relations and Organizational Update

Mr. Trevino stated the organization's strategic growth efforts for 2025. He outlined the progress made over the first nine months of the year, beginning with discussions in January to strengthen the organization's mission, engage the board through its vision, and collaborate with key partners to maintain efficiency and service delivery across the 11-county region despite funding cuts.

Mr. Trevino highlighted the submission of a four-year strategic plan to the governor's office and ongoing work with a professional advertising agency to align the organization's mission, vision, and purpose. Mr. Trevino introduced Ms. Christina Gonzalez, the new Director of Strategic Planning, who has been instrumental in connecting organizational goals and initiatives.

Throughout the year, 12 town hall sessions were held across the region, culminating in a retreat at the Port of Corpus Christi with board and team members to review feedback and align perspectives from both new and long-serving staff. The insights gathered are being used to guide implementation and ensure sustainability of the strategic plan.

Mr. Trevino emphasized the importance of transforming partnerships from transactional agreements into long-term, self-sustaining collaborations. Mr. Trevino expressed appreciation to Tesla and the Port of Corpus Christi for their financial contributions. He also acknowledged AEP for its participation in the event, noting the presence of their CEO and the engaging demonstrations featuring bucket trucks and drones.

A video highlighting the YOU! Choose Career Expo 2025 and Ribbon Cutting was shared.

XI. CFO Report

Financial Review as of July 31, 2025

Ms. Lee presented the July Financial Report (included on pages 13-16 of the September 24 agenda packet).

XII. Committee Reports

Child Care Services

Mr. Gonzalez provided a report on the September 9, 2025 Child Care Services Committee (included on pages 17-18 of the September 24 agenda packet).

Mr. Gonzalez expressed his appreciation to the committee for their time and dedication, noting that they have successfully achieved a quorum at every meeting.

Youth Services was skipped due to technical issues.

Workforce Services

Dr. Rivera provided a report on the September 11, 2025 Workforce Services Committee (included on pages 21-22 of the September 24 agenda packet).

Public Relations

Ms. Unda provided a report on the September 11, 2025 Public Relations Committee (included on page 23 of the September 24 agenda packet).

Youth Services

Ms. Wisner provided a report on the September 10, 2025 Youth Services Committee (included on pages 19-20 of the September 24 agenda packet).

XIII. Discussion and Possible Action to Elect a Vice Chair to Complete the Unexpired Term Formerly Held by Sandra Bowen

Ms. Garcia provided information to Elect a Vice Chair to Complete the Unexpired Term Formerly Held by Sandra Bowen (included on pages 24-38 of the September 24 agenda packet).

Dr. Rivera moved to nominate Mr. Gonzalez for Vice Chair to Complete the Unexpired Term Formerly Held by Sandra Bowen. The motion was seconded by Mr. Owen and passed.

XIV. Discussion and Possible Action to Approve FY 2026 Budget

Ms. Lee presented the FY 2026 Budget (included on pages 39-42 of the September 24 agenda packet).

Mr. West moved to approve the FY 2026 Budget. The motion was seconded by Ms. Unda and passed.

XV. Consent Agenda Action Items:

1. FY 24-25 Budget Amendment #4
2. To Authorize the president/CEO to Execute the Options for Renewal of Contracts and Leases Over \$50k for Fiscal Year 2025-26
3. Board Policy # 4.5.100.11 – Work Search Requirement
4. Board Policy # 4.1.103.03 – Youth Eligibility Criteria

Dr. Rivera moved to approve all items on the Consent Agenda. The motion was seconded by Ms. Perez and passed.

XVI. Information Only:

1. *Fiscal Monitoring Report*

Ms. Lee provided information on the Fiscal Monitoring Report (included on pages 54-55 of the September 24 agenda packet).

2. *Monitoring Report*

Ms. Silvas provided information on the Monitoring Report (included on pages 56-57 of the September 24 agenda packet).

3. *Facilities & IT Updates*

Ms. Lee provided updates on Facilities and IT (included on page 58 of the September 24 agenda packet).

4. *Update on Procurements & Contracts*

Ms. Rios provided an update on Procurements and Contracts (included on pages 59-69 of the September 24 agenda packet).

5. *Performance Measure Update*

Ms. Silvas presented the Performance Measure Update for BCY 2025-26 (included on pages 70-74 of the September 24 agenda packet).

6. *2025-2026 Holiday Schedule*

Ms. Silvas presented the 2025-2026 Holiday Schedule (included on pages 75-76 of the September 24 agenda packet).

XVII. Adjournment

The meeting adjourned at 4:28 pm.

ITEM FOR DISCUSSION AND POSSIBLE ACTION

X. FY 25-26 Budget Amendment #1

BACKGROUND INFORMATION

The Workforce Solutions Board of Directors approved the FY 2025-26 Operating Budget on September 24, 2025. Budget Amendment #1 is attached with a detailed budget narrative.

RECOMMENDATION

The Executive/Finance Committee recommend to the Board of Directors approval of FY 25-26 Budget Amendment #1.

WORKFORCE SOLUTIONS OF THE COASTAL BEND

BUDGET NARRATIVE

FY 2025-26

The proposed budget FY26 Amendment #1 is to adjust for additional funds and fund finalizations; the amendment includes an overall revenue increase of \$650,631.

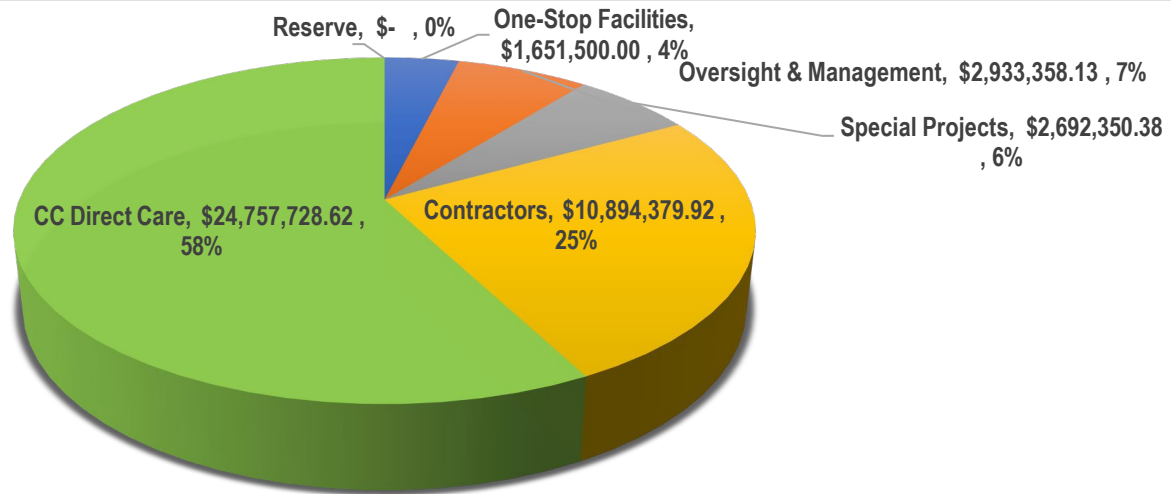
The proposed amendment consists of TWC additional funds and fund finalization adjustments. These are adjusted in the Contracted Services area in the categories in the Amended column below.

We are requesting approval on the final BCY2026 budget (Amendment #1).

Contract No.	Program	Budget Area	Preliminary Budget 2025-1	Amendment	Amended FY25-26 Budget	Comments
2225CCQ001	Child Care- CCQ	Special Proj/CC	150,000		150,000	
2226CCQ001	Child Care- CCQ	Special Proj/CC	1,402,078		1,402,078	
2226CQF001	Child Care-CQF	Special Proj/CC	1,285,724		1,285,724	
2225TAF001	TANF Choices	One-Stop	50,000		50,000	
2226TAF001	TANF Choices	One-Stop	2,811,446		2,811,446	
2225CCF001	Child Care - CCF	Child Care	200,000		200,000	
2226CCF001	Child Care - CCF	Child Care	28,135,129		28,135,129	
2225CCP001	Child Care - DFPS ^{ESTIMATE}	Child Care	700,000	517,562	1,217,562	Final Amt
2226CCM001	Child Care - CCM	Child Care	1,858,292		1,858,292	
2225EXT001	EXT-Externships for Teachers	Special Project	27,000		27,000	
2225WOS001	WOS - Healthcare Internship Fund	One-Stop	35,000		35,000	
2225MTC001	MTC - Military to Civilian Employment	One-Stop	45,000		45,000	
2225TAN002	TANF - Texas Internship Initiative	One-Stop	10,000		10,000	
2225TIP001	WIOS - Texas Partnership Initiative	Special Project	52,000		52,000	
Non TWC	TIP-Kingsville Chamber	Special Project	52,000		52,000	
Non TWC	TEA	Special Project	200,000		200,000	
2224WOA001	WIOA - FY24 Adult Allocation (Oct)	One-Stop	50,000		50,000	
2224WOD001	WIOA - FY24 Dislocated Worker Allocation (Oct)	One-Stop	50,000		50,000	
2224WOY001	WIOA - PY24 Youth Allocation	One-Stop	35,000		35,000	
2225WOR001	WIOA - PY25 Rapid Response	One-Stop	17,000		17,000	
2225WOA001	WIOA - PY25 Adult Allocation (July)	One-Stop	15,000		15,000	
2225WOA001	WIOA - PY25 Adult Allocation (Oct)	One-Stop	1,297,401		1,297,401	
2225WOD001	WIOA - PY25 Dislocated Worker Allocation (July)	One-Stop	50,000		50,000	
2225WOD001	WIOA - PY25 Dislocated Worker Allocation (Oct)	One-Stop	820,755		820,755	
2225WOY001	WIOA - PY25 Youth Allocation	One-Stop	1,457,540		1,457,540	
2226NCP001	NCP - Noncustodial Parent Choices Program	One-Stop	292,703		292,703	
2226SNE001	SNAP E&T	One-Stop	374,349		374,349	
2226SDR001	SNAP E&T TPP	Special Project	-	33,000	33,000	Add'l Funds
2226TVC001	TVC	One-Stop	47,148		47,148	
2226REA001	Reemployment Services and Eligibility Assessment	One-Stop	602,499		602,499	
Non TWC	3024VRS058-Student Hireability	Special Project	103,583		103,583	
Non TWC	2223COL001 - VR Colocation	Special Project	52,039	4,731	56,770	Add'l Funds
Non TWC	TESLA	Special Project		2,962	2,962	Carryover
Non TWC	Port of Corpus Christi	Special Project		21,669	21,669	Carryover
2226WPA001	Wagner-Peyser Employment Services	One-Stop	-	13,416	13,416	Add'l Funds
2226WCI001	WCI - Workforce Commission Initiatives	Special Project	-	57,291	57,291	Add'l Funds
Not Received			-		-	
2226RAG001	Resource Administration Grants	One-Stop	-		-	
2226TRA001	Trade Act Services for Dislocated Workers	One-Stop	-		-	
			-		-	
Grand Total			42,278,686	650,631	42,929,317	

Workforce Solutions of the Coastal Bend
Allocations Information BCY 2025-26
For the twelve month period ending September 30, 2026

	A FY2026 Preliminary Budget	B FY2026 Amendment #1	Difference B -A
Grant revenue	\$ 42,278,686	\$ 42,929,317	\$ 650,631
Total revenue	\$ 42,278,686	\$ 42,929,317	\$ 650,631
EXPENSES			
Oversight & Management			
Salaries and benefits	\$ 1,958,758	\$ 1,958,758	\$ -
Facilities and related expense	326,600	326,600	-
Furniture, Equipment & Software	75,000	75,000	-
General administrative expense	123,000	123,000	-
Communication expense	55,000	55,000	-
Professional fees & service	275,000	275,000	-
Staff development expense	40,000	40,000	-
Travel expense	80,000	80,000	-
Total Oversight & Management Expense	\$ 2,933,358	\$ 2,933,358	\$ -
One Stop Operations			
Facilities and related expense	\$ 1,025,000	\$ 1,025,000	\$ -
Furniture, Equipment & Software	360,000	360,000	-
General administrative expense	96,500	96,500	-
Communication expense	170,000	170,000	-
Professional fees & service	0	0	-
Client	-	-	-
Total One Stop Operation	\$ 1,651,500	\$ 1,651,500	\$ -
Contracted services	\$ 37,693,828	\$ 38,344,459	\$ 650,631
Total expense	\$ 42,278,686	\$ 42,929,317	\$ 650,631
Changes in net assets	0	0	0



YEAR-IN-REVIEW COMMITTEE REPORT

XI – 1. Child Care Services

Committee: Child Care Committee

Victor M. Gonzalez Jr., Chair

Cynthia Alegria

Andrea Chavez

Dr. Criselda Leal

Michelle Tobar

Catrina Wilson

The Child Care Committee met three (3) times during 2025. The standard agenda was followed and revolved around the Committee's primary purposes: responsible for all issues dealing with the management and delivery of child care services; responsible for monitoring the child care vendor activity, the child care contractor, recommending the allocation of child care dollars to the Board and to the Contractor; reviewing child care training, development issues, and monitoring the reports and enrollments from the contractor; and review issues related to quarterly child care services and school readiness programs. In addition, the Committee continued to receive information on the child care performance measure target.

Highlights for the year:

- Executed contract with Baker Ripley; regarding the management of direct care child care services program.
- Formed local Child Care Advisory Council.
- All entry level designated (ELD) providers became TRS certified and continued to provide quality resources to providers pursuing and/or maintaining TRS certification.
- Worked Jointly with Texas Workforce Commission(TWC) on performance improvement to reach expenditure and enrollment goals.
- Successfully executed key events: Annual Directors Symposium, Annual Back to School Teachers Fair, Staff Retention Incentives for Providers.

Mr. Ken Trevino will be providing additional information regarding achievements made throughout the year via the Annual Report presentation.

Thank you to each of our committee members, we extend sincere appreciation for your involvement in this committee. Your dedication continues to elevate the work we do on behalf of the child care community we serve.

Thank you, Mr. Victor Gonzalez Jr., for your exemplary leadership and steadfast commitment. We appreciate your leadership and the positive impact it brings.

YEAR-IN-REVIEW COMMITTEE REPORT

XI – 2. Youth Services

Committee: Youth Services Committee

Liza Wisner, Chair

Dr. Sandra Clement, Vice-Chair

Michelle Flower

Michelle Lozano

The Youth Services Committee met three (3) times during the year 2025. This committee was developed to bring focus and awareness to services provided to Coastal Bend youth. The committee focused on hearing topics regarding services to youth, services to special community population, programs, and education engagement, and celebrating participant success.

Highlights for the year:

- WIOA program updates and performance reviews.
- Committee reviewed & recommended 1 Policy for revisions.
- Strengthening community relationships & partnerships.
- Awarded Tri-Agency Regional Convener Grant- TEA.
- New Grants: Texas Healthcare Internship Fund Grant
- Foster care youth initiatives & PAL Program Aging-Out
- Texas Internship Initiative funding the Emerging Professionals Internship Program.
- YOU! CHOOSE Career Expo., Educator Externship, Summer Earn & Learn(SEAL) & Signing Day, will be showcased by Mr. Ken Trevino's President/CEO Report.

Mr. Ken Trevino will be providing additional information regarding achievements made throughout the year via the Annual Report.

Thank you to each of our committee members for your guidance and the prospect you bring to the committee. Your involvement in this committee helps to strengthen the services provided to the Coastal Bend youth.

Thank you to our Chair, Ms. Liza Wisner, and Vice-Chair, Dr. Sandra Clement, for your servant leadership to our Youth Services Committee and to our Coastal Bend Community.

YEAR-IN-REVIEW COMMITTEE REPORT

XI – 3. Workforce Services

Committee: Workforce Services

Dr. Leonard Rivera Salazar, Chair

Randy Seitz, Vice-Chair

Lance Brown

Jose R. “Joey” Garcia III

Jesse Gatewood

The Workforce Services Committee met three (3) times during the year 2025. The standard agenda was followed and revolved around the committees primary purposes: Board policy review and recommendations, updates on career center service delivery, staffing and status of programs, funding, services to business. In addition, the committee continued to receive information on labor market information, performance measures and facilities.

Highlights for the year:

- Executed Contract with C2GPS; year-3 Regarding the management & operations of the career center delivery system.
- Committee reviewed & recommended 3 Policies for revisions.
- Executed MOUs with required partners(AEL, AARP, Housing Authorities)
- Updates on transition of Case Management systems: TWIST to WIT.
- End of Year(EOY) Attainment of 100% performance measures.
- Executed key annual events and programming; these will be showcased by Mr. Ken Trevino's President/CEO Report.

Mr. Ken Trevino will be providing additional information regarding achievements made throughout the year via the Annual Report presentation.

Thank you to each of our committee members for your support in the work we do.

Thank you, Dr. Rivera for leading our committee meetings and for the extra time you provide to remain informed and versed in the workforce system. We look forward to another successful year.

YEAR-IN-REVIEW COMMITTEE REPORT

XI – 4. Public Relations

Committee: Public Relations

Michelle Unda, Chair

Omar Lopez, Vice-Chair

Hector Bernal

Jason Bevan

Karl Hattman

Susan Temple

The Public Relations Committee met three (3) times during 2025. The Communications Department advances Strategic Board Goals by increasing workforce awareness. Through social media, email, paid and earned media, and web management, we have led narrative development for the following highlighted activities. This report highlights key initiatives that have helped to elevate visibility and partnerships.

Highlights for the year:

- Executed Program/Event Promotion, Storytelling with media partners and social media. Creation of landing pages, capturing photos, and video recaps were generated for key events such as Summer Earn and Learn (SEAL), Employer Disability Awareness Training, and YOU! Inspire Symposium, Educator Externship, You Choose Career Expo., & Hiring Events.
- Social Media & Web Analytics:
 - 2025 Facebook Analytics: 926,891 Views, 8,756 Followers, 8,184 Interactions
 - 2025 LinkedIn Analytics: 3,468 Followers, 78,521 Impressions, 216 Reactions
 - 2025 Website Analytics: 68,752 Clicks, 2.88 Million Impressions, 84,614 Users, 284,567 Page Views

Mr. Ken Trevino will be providing additional information regarding achievements made throughout the year during the annual report presentation.

I would like to express my sincerest gratitude to all Committee Board Members, and to C. Michelle Unda, PR Committee Chair and Omar Lopez, Vice Chair. Your continued support, ideas and engagement is greatly appreciated!

YEAR-IN-REVIEW COMMITTEE REPORT

XI – 5. Executive/Finance

Committee: Executive/Finance

Raynaldo De Los Santos, Jr., Chair

Victor M. Gonzalez, Jr., Vice Chair and Chair of Child Care Services Committee

Marcia Keener, Secretary

Travis Nelson, Treasurer

John Owen, Parliamentarian

Gloria Perez, Past Chair

Liza Wisner, Chair of Youth Services Committee

Dr. Leonard Rivera, Chair of Workforce Services Committee

C. Michelle Unda, Chair of Public Relations Committee

The Executive/Finance Committee met five (5) times during 2025.

The standard agenda for this committee was followed for the calendar year. The primary purpose of the committee continues to be executive updates, financial review, budget amendments, board policy review and recommendations, facility, IT, and HR updates, and procurement updates and approvals. The committee also provides a recap of the other committee reports (Youth Services, Child Care Services, Workforce Services, and Public Relations), reports on the monitoring schedule and results along with performance updates.

Highlights for the year:

- Four budget amendments
- Preliminary and Final Budget.
- Unmodified Audit opinion for September 30, 2024 & 2023
- Policy Update Schedule creation/implementation (Accounting, HR, IT, Admin)
- Phase III of Construction work at a second career center location in Corpus Christi.
- Execution of contract with Baker Ripley; regarding the management child care services.
- Execution of a contract with MRC for fiscal monitoring.
- IT Project – final year.
- Biennial IT TCF Assessment

Mr. Ken Trevino will be providing additional information regarding achievements made throughout the year via the annual report presentation.

Thank you to each of our committee members for your support in the work we do.

Thank you, Treasurer Travis Nelson, for another successful year in leading our committee meetings and for the extra time you provide to remain informed and versed in the complexity of our system. We look forward to another successful year.

COMMITTEE REPORT

XI – 6. Ad Hoc Nominating

Committee: Ad Hoc Nominating

John Owen, Chair

Dr. Leonard Rivera

C. Michelle Unda

Joey Garcia

J.C. Perez

Marcia Keener

Date of Committee Meeting: November 21, 2025

The following items were discussed at the meeting:

1. Discussion and Possible Action on the Nomination of a Slate of Officers for 2026
2. Bylaws
3. 2023-2025 Committee Structures
4. 2025 Attendance Records
5. Draft Slate and Voting Ballot
6. Process for Ballot Count and Announcement of Officers

The Committee took the following action:

1. Nominated the following slate of officers for 2026 (included on page 21 of the agenda packet).

Chair: Gloria Perez

Vice Chair: Jim Huff

Secretary: Lance Brown

Treasurer: Travis Nelson

Parliamentarian: Victor M. Gonzalez, Jr.

Additional Comments:

Nominations will also be accepted from the floor.

ITEM FOR DISCUSSION AND POSSIBLE ACTION

XIII. Nomination and Election of Board of Director Officers for 2026

BACKGROUND INFORMATION

The Ad Hoc Nominating Committee met on November 21, 2025 to review candidates that had expressed interest in serving as a Board officer during 2026. The attached 2026 Slate of Officers and Voting Ballot are presented on behalf of the Ad Hoc Nominating Committee for the election of officers at the December 11, 2025 Annual Board of Directors Meeting. During the election process nominations may also be accepted from the floor.

RECOMMENDATION

The Board of Directors elect a slate of officers for 2026.



2026 SLATE OF OFFICERS & VOTING BALLOT
December 11, 2025

(✓ one)

Chair	Gloria Perez

Vice Chair	Jim Huff

Secretary	Lance Brown

Treasurer	Travis Nelson

Parliamentarian	Victor M. Gonzalez, Jr.

Signature:

Date: _____

* Note: Nominations from the floor must be written and checked on this ballot for vote.

Program Title	Acronym	Program Description
Able-bodied Adult Without Dependents	ABAWD	An individual 18 yrs.+, but under the age of 50, without dependents. SNAP-ABAWD recipients are referred by the Texas Health and Human Services Commission (HHSC).
Board Contract Year	BCY	Board Contract Year (runs from Oct. 1 - Sept. 30)
Career & Education Outreach Program	CEOP	Provides career information to students at public middle and high schools, grades six through twelve, to direct students towards high-growth/high-demand occupations. Students receive in-depth information and directions on career choices as well as access to workforce resources.
Dislocated Worker	DW	An individual who has been terminated or laid off from employment is not eligible for unemployment benefits due to insufficient earnings and is unlikely to return to a previous industry or occupation.
Department of Labor	DOL	United States Department of Labor
Educator Externship	EDEX	Informs teachers of the skill sets needed for in-demand jobs, and allows the teachers to inform and guide students toward employment in industries that match their skill sets.
Employment Services (Wagner-Peyser)	ES	Services for employers and job seekers to ensure employers have access to qualified workers. Provides job matching and recruitment services to employers and job seekers.
Eligible Training Provider	ETP	Training providers certified by the Texas Workforce Commission to provide WIOA-funded training programs.
Eligible Training Program List	ETPL	A comprehensive list of training programs approved for WIOA-funded training using Individual Training Accounts.
Fiscal Year	FY	The fiscal year is the accounting period of the federal government. It begins on October 1 and ends on September 30 of the next calendar year.
Individual Training Accounts	ITA	An account established for eligible WIOA customers for training in an array of state-approved training programs. ITAs may be used only for programs included on the statewide ETPL.
Local Workforce Development Board	LWDB	Local workforce development board established in accordance with WIA Section 117, for the purpose of policy planning for a local area and has the responsibility to ensure that the workforce needs of employers and job seekers in the geographic area governed by the local unit of government are met.
Monthly Performance Report	MPR	Performance accountability indicators used to assess the effectiveness of states and local workforce systems to achieve positive outcomes for individuals served by the six core workforce programs.
Migrant and Seasonal Farmworker Program	MSFW	A nationally directed program created by Congress in response to the chronic seasonal unemployment and underemployment experienced by migrant and seasonal farmworkers (MSFW). Provides funding to help migrant and seasonal farmworkers and their families achieve economic self-sufficiency.
National Dislocated Worker	NDW	A grant awarded to areas affected by major disaster or national catastrophe to assist in disaster relief employment and assist the substantial number of workers who were forced to relocate from an area in which a disaster has been declared.
On-the-Job Training	OJT	One-on-one training located at the job site for participants who already have some job-related skills. By participating in training as an employee, the participant acquires new skills and knowledge and receives the same wages and benefits as current employees in the same or similar position.
Program Year	PY	Program Year (for example, Program Year 2022: PY'22; –period varies for state and federal years)
Reemployment Services and Eligibility Assessment	RESEA	A federal grant program designed to allow states to provide intensive reemployment assistance to individuals who are receiving unemployment benefits and are determined likely to exhaust their benefits before becoming reemployed.
Rapid Response	RR	Provides immediate on-site assistance to workers who have job losses due to businesses closure or worker reduction. Designed to transition workers to their next employment as soon as possible.

Program Title	Acronym	Program Description
Summer Earn and Learn	SEAL	A summer program that offers basic work-based learning and training services for students with disabilities such as, pre-employment work readiness training and preparation for the work experience placement; work experience to help gain familiarity with the workplace environment and develop transferable job skills; and paid compensation for time worked on the job.
Student HireAbility Navigator	SHAN	Student HireAbility Navigator's role is to expand and improve access to employment and training services and to increase employment opportunities for students with disabilities by creating strong partnerships between vocational rehabilitation (VR) Workforce Solutions offices, independent school districts (ISDs), community organizations, employers.
Supplemental Nutrition Assistance Program Employment & Training	SNAP E&T	Designed to assist SNAP recipients in obtaining employment through participation in allowable job search, training, education, or workforce activities that promote long-term self-sufficiency. SNAP recipients are referred by the Texas Health and Human Services Commission (HHSC).
Trade Adjustment Assistance	TAA	A federally funded program, with no costs to employers, who helps workers who are adversely affected by foreign import or job shifts to a foreign country.
Texas Education Agency	TEA	The branch of government in Texas responsible for public education. TEA is responsible for the oversight of public primary and secondary education in the state of Texas.
Texas Internship Initiative	TII	Provides part-time paid internships in Middle-Skill areas of accounting, business, construction management, engineering, healthcare, and information technology. Participating senior high school students must pass a dual-credit course to be placed in an internship with a local business. This grant is in partnership with Education to Employment (E2E) for the Coastal Bend.
Texas Industry Partnership Program	TIP	Supports collaborations between local workforce development boards and industry partners through the leveraging of matching contributions of cash or qualifying expenditures for occupational job training. Match funds must support certain WIOA (Workforce Innovation and Opportunity Act) activities and focus on eight designated industry clusters.
Texas Veterans Commission	TVC	A state agency that assists veterans, their families, and survivors through services provided by federal, state, local government, and private organizations.
Texas Veterans Leadership Program	TVLP	A non-profit agency that provides services to veterans to help find employment and achieve successful transitions back into civilian life.
The Workforce Information System of Texas	TWIST	TWIST is a centralized point of reporting intake and case management for customers. Intake information is submitted just once for multiple employment and training programs and can be retrieved statewide. TWIST also allows staff to query and retrieve information from the legacy systems – Employment Services, Unemployment Insurance, SNAP E&T, TANF, Supplemental Security Income, and the Texas Department of Criminal Justice.
Vocational Rehabilitation Services	VRS	A federal program that helps individuals with physical or mental disabilities get and/or keep a job.
Work Experience	WE	A work-based learning opportunity in which program-eligible customers learn both essential and technical skills for long-term employment. Businesses are referred to as “work experience sites.” Intended to be short-term (12 or fewer weeks) and part-time work experience can be a volunteer, internship, or temporary short-term paid-work setting.
Workforce Innovation and Opportunity Act	WIOA	Helps job seekers and workers access employment, education, training, and support services to succeed in the labor market; and matches employers with the skilled workers they need to compete in the global economy.
Work In Texas	WIT	A comprehensive online job search resource and matching system developed and maintained by TWC. It provides recruiting assistance to Texas employers and job search assistance to any individual seeking work in Texas.
Workforce Opportunity Tax Credit	WOTC	A federal tax credit that the government provides to private-sector businesses for hiring individuals from nine target groups that have historically faced significant barriers to employment.