



---

## Chief Elected Officials (CEO) Council/Panel Meeting

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

Join Zoom Meeting

<https://us02web.zoom.us/j/83483485616?pwd=J1OKQp5gzw9bkbUHwaRu6dhHHyP5NG.1>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 834 8348 5616

Passcode: 309079

**Thursday, September 25, 2025 – 12:00 noon**

## AGENDA

---

I. **Call to Order:** Judge George (Trace) Morrill III, Lead CEO

II. **TOMA Rules:** Janet Neely

III. **Roll Call:** Janet Neely

*According to the Partnership Agreement, if a quorum is not present Judge George (Trace) Morrill III, Lead CEO will identify 3 voting members.*

### *Partnership Agreement*

*Between the Coastal Bend Workforce Development Board and the Coastal Bend Chief Elected Officials Councils*

*II - E. Contracts. The CEO Council and the Board agree that all contract for education and job training services, except for individual referral agreements and contracts less than \$50,000 will be first approved by the Board; and*

- a. Upon approval by the Board, such contracts will be presented to three (3) members of the CEO Council ("Panel") for concurrence.*
- b. Such concurrence by the three (3) members of the CEO Council ("Panel") shall operate to allow for the execution and implementation of the contracts.*
- c. The Contracts as approved by the Board and the three members of the CEO Council ("Panel") will be presented to the CEO Council for review.*
- d. All meetings of the three members of the CEO Council ("Panel") shall be held in accordance with the Texas Open Meetings Act.*
- e. The CEO Council will approve the Strategic Plan, Operational Plan and the Annual Master Plan.*

(cont. page 2)

A proud partner of the  American Job Center network

### **Equal Opportunity Employer/Program**

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech impaired customers may contact

Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (voice)

**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. Chief Elected Officials Comments**

**VII. Discussion and Possible Action on Minutes of the March 4, 2025 CEO Council/Panel Meeting**

**VIII. Discussion and Possible Action on Minutes of the May 22, 2025 CEO Council/Panel Meeting**

**IX. Chair Report:** *Raynaldo De Los Santos, Jr.*

1. Update on Board Member Appointments and Vacancies
2. Board of Director and Committee Attendance Records
3. Board Updates, Key Meetings, Items of Interest, and Communication

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

- Business Development, Public Relations and Organizational Update

**XI. CFO Report:** *Shileen Lee*

- Financial Review as of July 31, 2025
- FY 2026 Budget

**XII. Concurrence with Contracts over \$50,000.00:**

1. To Authorize the President/CEO to Execute the Options for Renewal of Contracts and Leases Over \$50k for Fiscal Year 2025-26: *Shileen Lee*  
(Reviewed and Approved for recommendation by Board of Directors on September 24, 2025)

**XIII. Information Only:**

1. Fiscal Report: *Shileen Lee*
2. Monitoring Report: *Alba Silvas*
3. Facilities & IT Updates: *Shileen Lee*
4. Update on Procurements & Contracts: *Nelda Rios*
5. Performance Measure Update: *Alba Silvas*

**XIV. Adjournment**

(cont. page 3)

A proud partner of the  network

**Equal Opportunity Employer/Program**

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech impaired customers may contact

Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (voice)

**Notice:** *The Lead CEO of the CEO Council/Panel will be at 4981 Ayers Street, Corpus Christi, Texas where the Lead CEO will preside over the Meeting.*

**Notice:** *One or more members of the CEO Council/Panel may attend via video conference.*

**Note:** Except for expressly authorized closed sessions, meetings, discussions, and deliberations of the CEO Council/Panel will be open to the public. Voting in all cases will be open to the public. CEO Council/Panel are advised that using personal communication devices to discuss CEO Council/Panel 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 CEO Council/Panel 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 CEO Council/Panel 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.

**Concurrence with Contracts over \$50,000.00.** Items listed under the Concurrence with Contracts over \$50,000.00 have previously been reviewed and recommended for action by one or more Committees of the Board of Directors and the Board of Directors. All items listed under the Concurrence with Contracts over \$50,000.00 are ready for action by the full CEO Council/Panel; however, a CEO Council/Panel member can request that any item be pulled from the Concurrence with Contracts over \$50,000.00 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 the CEO Council/Panel and the public.

- The presiding member (Lead CEO or designee) must be in-person at the meeting location, 4981 Ayers Street, Corpus Christi, Texas.
- CEO Council/Panel 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.

A proud partner of the  **American Job Center** network

**Equal Opportunity Employer/Program**

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech impaired customers may contact

Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (voice)