

SA: Ready to Work Advisory Board

Meeting Minutes

WebEx Meeting

Tuesday, March 23, 2021

2:30pm – 4:00pm

BOARD MEMBERS PRESENT:

Council Member Adriana Rocha Garcia

Council Member Rebecca J. Viagran

Ben Peavy, Managing Director, Accenture Federal Services

Cynthia Teniente-Matson, President, Texas A&M University-San Antonio (joined meeting at 3:15pm)

Daphene Carson, Risk Manager, Edgewood ISD

Doug McMurry, Executive Vice President, Associated Contractors (AGC)

Jerry Graeber, Senior Project Manager, Leonard Contracting

Peter Holt, CEO, Holt Cat and Spurs Sports and Entertainment

Rosa Santana, CEO, Santana Group, Integrated Human Capital and Forma Automotive

Sonia Garza, VP of Operations, WellMed Medical Management

BOARD MEMBERS ABSENT:

Emily Spurlock, Registered Nurse, Methodist Hospital

STAFF AND OUTSIDE COUNSEL PRESENT:

Erik Walsh, City Manager

Alejandra Lopez, Assistant City Manager

Amy Contreras, Economic Development Manager

Camila Kunau, City Attorney's Office

Christina Ramirez, City Attorney's Office

Christina Reck-Guerra, Pre-K 4 SA West Center Director

Heber Lefgren, Director, Animal Care Services

Maria Elena Perez, City Auditor' Office

Mary Mills, Advisory Board Staff Liaison

Olympia Cuellar, Senior Economic Development Specialist

CALL TO ORDER.

Ms. Lopez called the meeting to order at 2:34pm after quorum was established.

Mr. Walsh offered introductory remarks and introduced the two City Councilmember Liaisons appointed to the Board: Ms. Viagran and Dr. Rocha Garcia.

Ms. Lopez reviewed the agenda for the meeting (See **Attachment A** – SA: Ready to Work Presentation).

INDIVIDUAL ITEMS

AGENDA ITEM #1: INTRODUCTION OF ADVISORY BOARD MEMBERS.

Each Board member introduced themselves and their respective roles:

- Workforce Participant
 - Jerry Graeber, Leonard Contracting
- Community Representative
 - Daphene Carson, Edgewood ISD
- Trade or Labor Representative
 - Doug McMurry, Associated General Contractors
- Local Employers
 - Ben Peavy, Accenture Federal Services
 - Peter John Holt, HOLT CAT, Spurs Sports and Entertainment
 - Rosa Santana, Santana Group, Integrated Human Capital, Forma Automotive
 - Sonia Garza, WellMed Medical Management

City Staff members introduced themselves.

AGENDA ITEM #2: BOARD SERVICE ORIENTATION: PUBLIC RECORDS, MEETING PROTOCOL, AND ETHICS.

Ms. Kunau presented an overview of “Open Government Procedures” (See **Attachment B**).

Ms. Perez presented an overview of the City’s Ethics Code and its application to City Officers, including Advisory Board members. (See **Attachment C**).

AGENDA ITEM #3: REVIEW OF CITY OF SAN ANTONIO WORKFORCE SERVICES, SA: READY TO WORK PROGRAM SCOPE, BOARD MEMBER RESPONSIBILITIES.

Ms. Reck-Guerra presented an overview of the SA: Ready to Work Program (See **Attachment A**).

Mr. McMurry asked whether the Board will receive a briefing on the status of the Train for Jobs SA program to provide insight into the SA: Ready to Work program. Ms. Lopez replied that City staff would provide updates that have been presented to the City Council’s Economic Workforce and Development Committee and can package information that is relevant with respect to this Board’s charge.

Mr. Peavy asked whether the City has already identified specific metrics for the SA: Ready to Work program. Ms. Lopez replied City staff will share the preliminary outcomes that were presented to the San Antonio community as part of the voter proposition.

Ms. Garza asked whether there is an official note-taker for these meetings, and how the City plans to track follow-up responses to questions. Ms. Lopez replied that a City staff member is taking notes and we will provide minutes for review and approval in future meetings.

Mr. Graeber asked about the Board meeting schedule. Ms. Lopez responded that the next meeting will be on Thursday, March 26th at 5:45pm; the following meeting will be on Tuesday, March 30th at 3:00pm; and if a Board member misses a meeting, the best way to stay engaged is to reach out to City staff to request a briefing and to provide input.

AGENDA ITEM #4 (ACTION): ELECTION OF BOARD CHAIR AND VICE-CHAIR.

The information about who had expressed interested should come into this section.

Ms. Lopez requested that the Board members elect a Chair. Ms. Lopez indicated that Mr. Graeber offered to serve as Chair or Vice Chair, and that Mr. McMurry offered to serve as Vice Chair. Ms. Santana nominated Mr. Holt to serve as Chair, but he respectfully declined. Mr. McMurry motioned for Mr. Graeber to serve as Chair, and Mr. Peavy seconded. No other nominations for Chair were made. Members voted unanimously to elect Mr. Graeber as Chair.

Ms. Lopez requested that the Board members elect a Vice Chair. Dr. Teniente-Matson nominated Ms. Santana to serve as Vice Chair, but she respectfully declined. Mr. Holt nominated Mr. McMurry to serve as Vice Chair and Ms. Santana seconded. No other nominations for Vice Chair were made. Members voted unanimously to elect Mr. McMurry as Vice Chair.

MEETING ADJOURNMENT

Ms. Lopez reiterated the next meeting dates, and that City staff would provide information requested, along with responses to the SA: Ready to Work survey that are pertinent to the Board's Charge.

Ms. Santana moved to adjourn the meeting. Mr. Holt seconded.

Meeting adjourned at 3:39pm.

APPROVED:
