



Chief Elected Officials (CEO) Council/Panel Meeting
Mission Career Center – 4981 Ayers Street – Mission Training Room
Corpus Christi, Texas

Join Zoom Meeting
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Toll-Free Call In
888 475 4499 US Toll-free

Meeting ID: 896 4326 0841
Passcode: 022971

Friday, September 22, 2023 – 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.*

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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. CEO Comments

VII. Discussion and Possible Action on Minutes of the May 26, 2023 CEO Council Meeting

VIII. Chair's 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

IX. President/CEO's Report: *Ken Trevino*

- Business Development, Public Relations and Organizational Update

X. Financial Report as of July 31, 2023: *Amy Kiddy Villarreal*

XI. Concurrence with Contracts over \$50,000.00:

1. Purchases Over \$50k: *Shileen Lee*
(Reviewed and Approved for recommendation by Board of Directors on September 21, 2023)
2. Options for Renewal of Leases for Fiscal Year 2023-24: *Shileen Lee*
(Reviewed and Approved for recommendation by Board of Directors on September 21, 2023)

XII. Information Only:

1. External Audit for FY2022: *Shileen Lee*
2. Monitoring Report: *Amy Kiddy Villarreal*
3. Facilities Update: *Amy Kiddy Villarreal*
4. Update on Procurements and Contracts: *Shileen Lee*
5. Performance Measure Update: *Amy Kiddy Villarreal*
6. Local Labor Market Information: *Amy Kiddy Villarreal*

XIII. Adjournment

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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.

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 our **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.

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