



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/83017764782?pwd=mdauYalUclOiEw7OlnDWZdNNyVKuXE.1>

Toll-Free Call In
888 475 4499 US Toll-free

Meeting ID: 830 1776 4782
Passcode: 712088

Friday, October 11, 2024 – 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 Council/Panel Comments

VII. Discussion and Possible Action on Minutes of the June 7, 2024 CEO Council/Panel 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. CFO Report: *Shileen Lee*

1. Financials as of 07/31/2024
2. FY 2025 Budget

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

1. To Approve Contracts Over \$50k: *Esther Velazquez*
(Reviewed and Approved for recommendation by Board of Directors on September 25, 2024)
2. To Authorize the President/CEO to Execute the Options for Renewal of Contracts and Leases for Fiscal Year 2024-25: *Esther Velazquez*
(Reviewed and Approved for recommendation by Board of Directors on September 25, 2024)

XII. Information Only:

1. External Audit for FY 2023-22: *Shileen Lee*
2. Monitoring Report: *Alba Silvas*
3. Facilities/IT Updates: *Shileen Lee*
4. Update on Procurements and Contracts: *Esther Velazquez*
5. Performance Measure Update: *Alba Silvas*
6. Local Labor Market Information: *Alba Silvas*

XIII. Adjournment

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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.

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