



**BOARD OF DIRECTORS  
MEETING AGENDA**

**DATE:** May 28, 2026  
Thursday

**TIME:** 5:00 p.m.

**PLACE:** Workforce Solutions Cameron  
Conference Room C  
1820 W. Jefferson Avenue  
Harlingen, Texas 78550  
(956) 368-5200

**Action items are presented in bold.**

1. Call to Order & Confirmation of Quorum Ms. Bea Lopez Juarez, Chair
2. Public Comments (*Prior Registration Required*) Ms. Lopez Juarez
3. Discussion on Conflict-of-Interest Ms. Lopez Juarez
4. Board Member Recognition: Carlos Rodriguez Ms. Lopez Juarez
5. **Discussion, Consideration, and Possible Action Regarding the Board Meeting Minutes of March 26, 2026** Ms. Lopez Juarez
6. Executive Committee Report Ms. Lopez Juarez
  - A. **Discussion, Consideration, and Possible Action Regarding the Major Event Survey Results**
7. Finance Committee Report Ms. Alex Ambriz, Committee Chair
  - A. **Discussion, Consideration, and Possible Action Regarding Approval and Acceptance of the Annual Audited Financial Report for the Year Ending September 30, 2025**
  - B. **Discussion, Consideration, and Possible Action Regarding Budget Amendment #3 of FY2026**
8. Operations Committee Report Mr. Adrian Dorsett, Committee Chair

**Child Care Policy (NEW)**

- A. **Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY26-001: Incentives**

**Child Care Policies (REVISIONS)**

- A. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY09-001, Revision 4: Board Priorities
- B. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY12-005, Revision 5: Transfer Policy
- C. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY17-004, Change 1: Child Care Attendance Automation (CCAA) Violations
- D. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY17-006, Revision 4: Parent Share of Cost
- E. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY21-004, Change 1: Prekindergarten Partnership
- F. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY24-001, Change 1: Local Child Care Rates

**Child Care Policies (RESCISSIONS)**

- A. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY17-012: Extensions of Services
- B. Discussion, Consideration, and Possible Action Regarding Child Care Policy BCY21-003: TRS Reconsiderations
- C. Discussion, Consideration, and Possible Recommendation Regarding Child Care Policy BCY21-002, Revision 1: TRS Incentives
- D. Discussion, Consideration, and Possible Recommendation Regarding Child Care Policy BCY22-001, Revision 2: Texas Rising Star Support Activities
- E. Discussion, Consideration, and Possible Recommendation Regarding Child Care Policy BCY22-002: CDA Certifications

**Workforce Programs Policies (NEW)**

- A. Discussion, Consideration, and Possible Action Regarding Program Policy BCY26-002, Employment Services Complaints
- B. Discussion, Consideration, and Possible Action Regarding Program Policy BCY26-003, Agricultural Recruitment System
- C. Discussion, Consideration, and Possible Action Regarding Program Policy BCY26-004, MSFW Foreign Labor Certification

**Workforce Programs Policies (REVISIONS)**

- A. Discussion, Consideration, and Possible Action Regarding Program Policy BCY11-001, Revision 7: Reasonable Accommodation**
- B. Discussion, Consideration, and Possible Action Regarding Program Policy BCY12-007, Revision 2: Work Search Requirements**
- C. Discussion, Consideration, and Possible Action Regarding Program Policy BCY17-007, Revision 3: Limited English Proficiency**

**Workforce Programs - Targeted Occupations List (AMENDMENT)**

**A. Discussion, Consideration, and Possible Action Regarding the Targeted Occupations List**

- 9. CEO Report Mr. Rafael Vela, CEO
- 10. Adjournment Ms. Lopez Juarez

Notice is hereby given that the Board of Directors Meeting is being held in person and that no remote option is available. If during the course of the meeting, any discussion of any item on the agenda should be held in an executive or closed session, the Board shall convene in such executive session or closed session in accordance with the Texas Open Meeting Act, Texas Government Code Section 551.071 to 551.075. Before any such session is convened, the presiding officer shall publicly identify the section or sections of the act authorizing the executive session. All final votes, actions, or decisions shall be taken in an open session. Auxiliary services and aids are available to people with disabilities by contacting the Workforce Board office at (956) 548-6700 or 700 Ruben M. Torres Blvd., 3<sup>rd</sup> Floor, Brownsville, Texas prior to the meeting. Hearing impaired may use Relay Texas 1-800-735-2089.

Signed by:

*Rafael Vela*

Rafael Vela/Chief Executive Officer

May 21, 2026

Date

**Workforce Solutions Cameron**  
**FY2026 (25/26) Budget Amendment 3**  
For the twelve month period ending September 30, 2026

	FY2026 Amendment 2	FY2026 Amendment 3	Difference
<b>REVENUES</b>			
Grant revenue - federal TWC	\$ 50,914,080	\$ 52,478,997	\$ 1,564,917
Grant revenue - Federal (other)	1,791,321	1,927,228	\$ 135,907
Grant revenue - non federal			\$ -
Match funds	30,000	30,000	\$ -
General Revenue - TWC	460,351	460,351	\$ (0)
General Revenue - Other			\$ -
General Revenue - WFSC	0	59,234	\$ 59,234
Program Income		15,937	\$ 15,937
Total revenue	<u>\$ 53,195,752</u>	<u>\$ 54,971,747</u>	<u>\$ 1,775,995</u>
<b>EXPENSES</b>			
<b><u>Oversight &amp; Management (Board)</u></b>			
<b>Salaries and benefits</b>			
Salaries	\$ 2,003,687	\$ 2,004,133	\$ 446
Payroll taxes	166,849	166,882	\$ 33
Benefits	449,796	463,130	\$ 13,334
Total salaries and benefits	<u>\$ 2,620,332</u>	<u>\$ 2,634,144</u>	<u>\$ 13,812</u>
<b>Facilities and related expense</b>			
Rent	\$ 100,574	\$ 101,423	\$ 849
Building - maintenance	28,530	\$ 28,530	\$ 0
Contracted services	57,180	57,180	\$ (0)
Utilities	15,510	15,510	\$ 0
Automobile expense	0	0	\$ -
Total facilities and related expenses	<u>\$ 201,794</u>	<u>\$ 202,643</u>	<u>\$ 849</u>
<b>Furniture, Equipment &amp; Software</b>			
Equipment purchases	\$ 53,000	\$ 53,000	\$ -
Software purchases	\$ 37,214	\$ 37,214	\$ 0
Furniture purchases	10,000	\$ 10,000	\$ -
Equipment - rental	29,712	\$ 29,712	\$ (0)
Service agreements	41,773	41,773	\$ 0
Accounting Software M&S	20,622	20,622	\$ (0)
Total furniture, equipment, & software	<u>\$ 192,321</u>	<u>\$ 192,321</u>	<u>\$ (0)</u>
<b>General administrative expense</b>			
Advertising	\$ 1,522	1,522	\$ -
Contract Labor	0	0	\$ -
Insurance	17,365	17,365	\$ -
Internet service	30,944	30,944	\$ -
Cable service	0	0	\$ -
Office supplies	43,903	45,840	\$ 1,937
Meeting costs	4,962	4,962	\$ -
Postage & delivery	2,531	2,531	\$ -
Printing	0	0	\$ -
Professional memberships & dues	6,835	6,835	\$ -
Public notices	9,702	9,702	\$ -
Publications & subscriptions	0	10	\$ 10
Telephone	21,953	21,953	\$ -
Website development	0	-	\$ -
Contracted Services	0		\$ -

Miscellaneous -Bank Fees	9,886	9,886	\$ -
Other	802	802	\$ 0
Total general administrative expense	\$ 150,405	\$ 152,354	\$ 1,947
Professional fees & service			
Auditing fees	\$ 53,000	\$ 53,000	\$ -
Consulting fees	81,353	81,353	\$ -
Legal fees	20,000	20,000	\$ -
Payroll Admin Fee	42,035	42,043	\$ 8
Other professional fees	25,000	25,509	\$ 509
Total professional fees & service	\$ 221,388	\$ 221,906	\$ 518
Staff development expense			
Conference & training fees - Board	\$ 939	\$ 939	\$ 0
Conference & training fees - Staff	34,452	34,452	\$ (0)
Total staff development expense	\$ 35,391	\$ 35,391	\$ (0)
Travel expense			
Travel - Board	\$ 1,130	\$ 1,130	\$ 0
Travel - Staff	137,593	145,109	\$ 7,516
Total travel expense	\$ 138,723	\$ 146,239	\$ 7,516
<b>Total Oversight &amp; Management Expense</b>	<b>\$ 3,560,354</b>	<b>\$ 3,584,997</b>	<b>\$ 24,642</b>
<b><u>One Stop Operations (Facilities)</u></b>			
Facilities and related expense			
Rent	\$ 344,100	\$ 346,251	\$ 2,151
Building - maintenance	150,109	150,109	\$ 0
Contracted services	212,176	212,176	\$ 0
Insurance	17,947	17,947	\$ (0)
Utilities	52,141	52,141	\$ 0
Other (Improvements)	0		\$ -
Automobile expense	35,701	35,701	\$ 0
Total facilities and related expense	\$ 812,174	\$ 814,325	\$ 2,151
Furniture, Equipment & Software			
Furniture and equipment	\$ 110,000	\$ 110,000	\$ -
Software	80,013	80,013	\$ -
Gazelle Software	\$ -	\$ -	\$ -
Client Software	\$ -	\$ -	\$ -
Service agreements	130,058	130,058	\$ 0
Equipment - rental	85,472	85,472	\$ (0)
Equipment - maintenance	0		\$ -
Total furniture, equipment, & software	\$ 405,543	\$ 405,542	\$ (0)
General administrative expense			
Outreach	\$ 1,194	\$ 1,194	\$ (0)
Postage	-	-	\$ -
Supplies	7,206	7,206	\$ (0)
Telephone	47,456	47,456	\$ (0)
Internet service	64,641	64,641	\$ 0
Cable Service	-	-	\$ -
Instructional/Assessment material	12,000	12,000	\$ -
Client Data Validation	-	-	\$ -
Memberships/Subscriptions	-	-	\$ -
Web Development	45,000	45,000	\$ -
Printing	-	-	\$ -
Job Fair	-	-	\$ -
Other	-	-	\$ -
Total general administrative expense	\$ 177,497	\$ 177,497	\$ (0)
Professional fees & service			
Professional Services	4,607	5,897	\$ 1,290
<b>Total One Stop Operations Support</b>	<b>\$ 1,399,821</b>	<b>\$ 1,403,262</b>	<b>\$ 3,441</b>

<b>Contracted services</b>			
Funding available for projects/services	\$ 5,385,420	\$ 6,812,843	\$ 1,427,423
Special Projects	2,606,809	2,798,506	\$ 191,697
One Stop Management	3,520,409	3,545,612	\$ 25,203
One Stop Direct Client Expenses	2,887,476	2,991,064	\$ 103,588
Child Care Management	1,535,863	1,535,863	\$ 0
Child care (direct)	32,299,599	32,299,599	\$ 0
	<u>\$ 48,235,576</u>	<u>\$ 49,983,488</u>	<u>\$ 1,747,912</u>
<b>Total One Stop Operations</b>	<u>\$ 49,635,397</u>	<u>\$ 51,386,749</u>	<u>\$ 1,751,353</u>
<b>Total expense</b>	<u>\$ 53,195,752</u>	<u>\$ 54,971,747</u>	<u>\$ 1,775,995</u>
<b>Changes in net assets</b>	<u>0</u>	<u>(0)</u>	<u>(0)</u>

	<b>FY2026 Amendment 2</b>	<b>FY2026 Amendment 3</b>
<b>Recap</b>		
Board	3,560,354	3,584,997
One Stop Facilities & Related	1,399,821	1,403,262
Special Projects	2,606,809	2,798,506
One Stop Management	3,520,409	3,545,612
One Stop Direct Client Expenses	2,887,476	2,991,064
Child Care Management	1,535,863	1,535,863
Direct Child Care	32,299,599	32,299,599
Reserve	5,385,420	6,812,843
	53,195,751	54,971,747

Board	6.69%	6.52%
One Stop Facilities & Related	2.63%	2.55%
Special Projects	4.90%	5.09%
One Stop Management	6.62%	6.45%
One Stop Direct Client Expenses	5.43%	5.44%
Child Care Management	2.89%	2.79%
Direct Child Care	60.72%	58.76%
Reserve	10.12%	12.39%
	100.00%	100.00%