

MUNICIPAL ALLIANCE OF INTEGRATED SERVICES, INC.

P. O. Box 8518 Caguas, Puerto Rico 00726-8518

**ORDINARY MEETING
MINUTES
Plenary Session**

DATE : September 8, 2022

TIME : 11:24 a.m.

PLACE: Caguas, Puerto Rico

Present:

1. Mrs. Victoria Cintrón de Azize
2. Mr. Jorge L. Cosme Oyola
3. Dr. Julio A. Marrero Guadalupe
4. Dr. Alberto R. Costa Berríos
5. Atty. Francisco D. Rivera Maldonado
6. Mrs. Sherly Inchausty
7. Prof. Humberto Malavé Núñez
8. Dr. Carmen Zoraida Claudio Ramírez
9. Mrs. Mayra L. Franco Colón
10. Mr. Jorge A. Colón Colón
11. Dr. José A. Rivera Ortíz
12. Eng. Luis Vázquez García
13. Mrs. Brenda L. Burgos Morales
14. Mr. Jorge Irrizary

Virtual:

1. Dr. Ángel D. Toledo Rodríguez
2. Dr. Ángela de Jesús Alicea
3. Mr. Arturo J. Castrodad Rodríguez
4. Mrs. Lilliam D. Rodríguez López

Excused:

1. Mr. José R. Serrano Morales
2. Mrs. Yolanda I. González Laboy
3. Mrs. Damaris Nolasco Green
4. Mrs. Lola Yglesias Quiñones
5. Mrs. Carmen S. González Flores
6. Mr. Víctor Coriano Reyes
7. Eng. Óscar Jiménez Mártir
8. Mrs. Zamia Baerga Torres
9. Mr. Julio Rivera Dávila
10. Atty. Alex Rivera Longchamps
11. Prof. María M. Rodríguez Cartagena
12. Mrs. Sol W. Galarza Nazario

Guests:

1. Mr. Joaquín Santiago Santos
2. Mr. Iván Santiago
3. Mrs. Nydia I. López
4. Mrs. Wardylitza Cruz Valdés
5. Mr. Eduardo Arroyo
6. Atty. Joanne Pardo
7. Atty. Kariana P. Ortiz Díaz
8. Mr. Roberto L. Delgado



9. Mrs. Ana G. Arias Villasuso
10. Mrs. Lygia Guzmán Fontáñez
11. Mr. Jaime Meléndez
12. Mr. Orlando Rivera de Jesús

I. Welcome

Mrs. Victoria Cintrón de Azize, President of the Board, gives a welcome speech to the members of the Board and guests present in the meeting.

II. Reflection

The following reflection message is projected: "I will be what I must be. But now I am what I am. Today I will work listening to the rhythm of my being. Ignoring the voices of "shoulds." I will work in harmony with my rhythm. I will remain true to myself." Hugh Prather

III. Agenda

Mrs. Victoria Cintrón de Azize, President of the Board, presents the Agenda with the topics to be discussed in the plenary session.

IV. Establishing a quorum

Mr. Jorge L. Cosme Oyola, Secretary of the Board, addresses the present certifying the necessary quorum to make the meeting possible. There are eighteen members of the Board participating in the meeting. Mr. Joaquín Santiago Santos, Executive Administrator of AMSI, Inc., Mr. Iván Santiago, Mrs. Nydia I. López, Mr. Eduardo Arroyo, Atty. Joanne Pardo, Atty. Kariana P. Ortiz Díaz, Mrs. Wardylitza Cruz Valdés, Mr. Roberto L. Delgado Torres, Mr. Jaime Meléndez Navarro, Mrs. Ana G. Arias Villasuso,

Mr. Orlando Rivera de Jesús, and Mrs. Lygia Guzmán Fontánez are also participating in the meeting.

V. Approval of the minutes of the meeting held on October 7, 2021

Mrs. Vicky Cintrón de Azize, President of the Board, presents the minutes of the meeting held on October 7, 2021, previously circulated for approval. Atty. Francisco D. Rivera Maldonado, makes a motion to approve the minutes of the meeting held on October 7, 2021, as circulated. Prof. Humberto Malavé Núñez seconds the motion. It was approved unanimously.

VI. New topics

a. Strategic Plan 2022-2027

Mr. Eduardo Arroyo, from Arroyo & Associates Management Consulting, presents to the Plenary Session members the agenda and a summary of the works done in the meeting held on June 3, 2022, in which the work on the Strategic Plan 2022-2027 began. The meeting had the participation of Collaborators from AMSI, providers, and members of the Board.

Also, Mr. Arroyo presented the Referendum approved on September 6, 2022 by the members of the Strategic Planning Committee regarding the Mission, Vision, Values and Strategies Objectives. Atty. Francisco D. Rivera Maldonado makes a motion to consider received and approve the Mission, Vision, Values and Strategies Objectives presented in the Referendum of September 6, 2022 by the Strategic Planning Committee. The motion is seconded by Prof. Humberto

Malavé Núñez and Mr. Jorge Colón Colón. It was approved unanimously.

b. Financial Statements

Mr. Iván A. Santiago Vega and Mrs. Nydia I. López, CPA from Rodríguez, Rivera & Toro PSC, present the information on the Financial Statements as of June 30, 2021. Prof. Humberto Malavé Núñez makes a motion to consider approved the information on the Financial Statements. The motion is seconded by Mrs. Sherly Inchausty Bermúdez.

c. Validity of the Financial Guides

Mr. Joaquín Santiago Santos presents an electronic mail received from Mrs. Isabel C. Nadal Ortiz, from the Office of the Secretary of the Department of Economic Development and Commerce, in which they notify that we have been given an extension of the validity of the Financial Guides to manage and control the funds of the Workforce and Innovation Act Program.

d. Operation Christmas Child: Samaritan's Purse

Mrs. Wardylitza Cruz Valdés presents the activity of collection of gift little boxes for the children of extremely poor countries. She shares information on Samaritan's Purse International Relief and promotion of the activity to pack a gift box.



e. Work Committees Report

1. Proposal Evaluation Committee

Mr. José R. Serrano presents the following information in the Proposal Evaluation Committee Report:

- The Proposal Evaluation Committee held six ordinary meetings and five referendums.
- In the ordinary meeting held on August 11, 2022, the Proposal Evaluation Committee considered 73 proposals, of which 28 proposals recommended by the Internal Committee of Proposal Evaluation were approved.
- In the Referendum of March 16, 2022 five proposals were considered, which will benefit participants from the municipalities of Arroyo, Caguas and Guayama in the Transitional Jobs and On-the-job Training (OJT) Activities for a total amount of \$23,619.38. In addition to the above, an amendmend to an increase of participants to the Transitional Jobs activity was approved for a total amount of \$23,619.38. In the Referendum held on March 30, 2022, two proposals to the Adults and Dislocated Workers Program were considerared under the Transitional Jobs and Work Experience for a total amount of \$118,096.88. Also, two amendmends to the Adult Program under the On-the-job Training (OJT) and Transitional Jobs Activities, for a total amount of \$22,606.00.

In the Referendum of April 29, 2022 seven proposals were considered for the On-the-job Training (OJT), Transitional Jobs, and Work Experience in the Adults and Dislocated Workers Programs in the municipalities of Aguas Buenas, Aibonito,



Caguas, Cayey, Gurabo, and Guayama for a total amount of \$172,956.39. Additionally, three amendmends to the On-the-job Training (OJT), Transitional Jobs, and Work Experience Activities under the Adults Program were approved for a total amount of \$6,414.34.

In the Referendum held on June 28, 2022 eight proposals to the Adults and Dislocated Workers Programs of the On-the-job Training (OJT), Transitional Jobs, and Work Experience Activities were approved for the participants in the municipalities of Aibonito, Caguas and Guayama, for a total amount of \$239,849.02. Also, two amendmends to the Adults Program were approved for a total amount of \$23,554.13.

In the Referendum held on August 24, 2022 five proposals to the Adults and Dislocated Workers Programs for the Work Experience, On-the-job Training (OJT), and Transitional Jobs Activities for the participants in the municipalities of Caguas and Cayey were approved for a total amount of \$201,963.83. Two-hundred and eight participants will benefit from job opportunities.

- In the ordinary meetings a total of 31 proposals and amendmends were evaluated for a total of 15 new proposals and 16 amendmends.
- The 15 proposals were fully considered from the private sector and are distributed as follows: On-the-job Training Programatic Activities, Work Experience, and Transitional Jobs Activities to serve 74 participants. Total investment of these proposals amounts to \$363,777.79.

- 16 proposals were fully considered from the private sector under the Adults and Dislocated Workers Programs of the towns of Aguas Buenas, Aibonito, Caguas, Cayey, Guayama, Gurabo, and Trujillo Alto to serve 66 participants. Total investment of these amendmends amounts to \$ 81,751.68.

Atty. Francisco D. Rivera Maldonado makes a motion to consider received the Proposal Evaluation Committee Report. The motion is seconded by Mr. Jorge Colón Colón and Mrs. Sherly Inchausty Bermúdez. It was approved unanimously.

2. Strategic Planning Committee

Atty. Francisco D. Rivera Maldonado presents the following information in the Strategic Planning Committee's Report:

- On August 16, 2022 an ordinary meeting of the Strategic Planning Committee was held.
- The minutes of the meeting held on August 12, 2021 were approved.
- The first meeting to discuss the Strategic Plan 2022-2027 was held on June 3, 2022.
- The following matters were considered:
 - Strategic Plan 2022-2025
 - Competitive Proposals presented and approved

Prof. Humberto Malavé Núñez makes a motion to consider received the Strategic Planning Committee's Report. The motion is seconded by Mr. Jorge L. Cosme Oyola, and it was approved unanimously.

3. Single Management Center Committee

Dr. Julio A. Marrero Guadalupe presents the following information in the Single Management Center Committee's report:

- A meeting was held on August 17, 2022.
- The minutes of the meeting held on September 9, 2021 were approved.
- The following matters were considered:
 - Progress Report of Medullar Partners and Optional Partners
 - AFI's Progress Report
 - WIOA Success Indicators Report
 - Progress Report of Service to Participants
 - Flowchart of Services and Services Available in the Single Management Center/American Job Centers

Mr. Jorge L. Cosme Oyola makes a motion to consider received the Single Management Center Committee's report. The motion is seconded by Prof. Humberto Malavé Núñez, and it was approved unanimously.

4. Intervention Committee

Mr. Jorge L. Cosme Oyola presents the following information in the Intervention Committee's report:

- On March 23, 2022 the Intervention Committee ordinary meeting was held.



- The minutes of the ordinary meeting held on October 5, 2021 were approved.
- We considered the following matters:
 - Intervention status
 - Single Audit results
 - Basecamp (PKF Puerto Rico, LLC): *Here's the latest activity*

Mrs. Sherly Inchausty Bermúdez makes a motion to consider received the Intervention Committee's report. Prof. Humberto Malavé Núñez and Dr. Julio Marrero Guadalupe seconded the motion, and it was approved unanimously.

5. Youth Council

Dr. Alberto R. Costa Berríos presents the following information in the Youth Council Report:

- The Youth Council held two ordinary meetings on April 14, 2021 and August 17, 2021.
- The minutes of the meetings held on December 16, 2019 and April 14, 2021 were approved.
- We considered the following matters:
 - Progress Report of Youth Services
 - Approval of Project *One by One* Budget Allocation
 - Approval of Youth Services Proposals

Atty. Francisco D. Rivera Maldonado makes a motion to consider received the Youth Council Report. The motion is seconded by Miss Mayra L. Franco Colón, and it was approved unanimously.

6. Executive Committee

Mrs. Vicky Cintrón de Azize presents the following information in the Executive Committee Report:

- The Executive Committee held seven ordinary meetings.
 - January 27, 2022
 - February 24, 2022
 - March 30, 2022
 - April 20, 2022
 - May 31, 2022
 - June 30, 2022
 - August 25, 2022
- The minutes of the below dates meetings were approved:
 - January 27, 2022
 - February 24, 2022
 - March 30, 2022
 - April 20, 2022
 - May 31, 2022
 - June 30, 2022
- We approved the following:
 - Budgetary Modification
 - Request of an extension to the Office of Government Ethics
 - Consultation to the Office of Government Ethics
 - 2022 Meetings Calendar
 - Request of Appraisal Advisors

- Businesses Budgetary Modification
- Extension of Appointments of Board's members
- Competitive Process to Select the Northeast Single Management Center Operator
- Data from the Statistics Bureau of the Department of Labor and Human Resources Resolution
- Occupations in demand
- Renovation of License of Temporary Work Services
- Advertising and Marketing Plan
- AMSI's Budget
- Strategic Plan
- Memorandum of Understanding
- Notice of referral of the Caguas-Guayama's Board Request of Certification to La Fortaleza
- New Memorandum of Understanding 2022-2023

Mr. Jorge Colón Colón makes a motion to consider received the Executive Committee Report. The motion is seconded by Prof. Humberto Malavé Núñez. It is approved unanimously.

f. Executive Administrator Report

Mr. Joaquín Santiago Santos, Executive Administrator, informs that on this occasion each topic will be developed by a collaborator of AMSI, Inc.

1. AMSI in Caguas

Mrs. Luz C. Jiménez presents to the Plenary Session Members the strategies implemented in AMSI in Caguas: AMSI Universities Tour, AMSI Call Center, Promotions in

the social media, photos of the health fairs, Entrepreneur Encounters, and Job Fairs. In addition to this, she shares Mrs. Frances Ramírez' (proprietor of D'Occasion Boutique), and Mr. Héctor Rosario's (participant of BAT), success story.

Miss Mayra L. Franco Colón shares a positive message on the services offered in AMSI in Caguas.

2. Puerto Rico and AMSI Unemployment graphs

Mrs. Ana G. Arias Villasuso presents the Puerto Rico and AMSI Unemployment graphs, according to the Statistics Bureau of the Department of Labor and Human Resources updated as of June 2022.

3. WIOA Investments

Mr. Roberto Delgado Torres presents graphs on WIOA Investments Second Availability Year 2020-2021, and a Global Investment graph for the Current Year 2020-2021, updated as of June 30, 2022.

4. Programmatic Activities Outcomes 2021-2022

Mr. Joaquín Santiago Santos presents the Outcomes Programmatic Activities 2021-2022, Appointments, Regular Funds, Second Availability Year, Direct Employment, and Placements, updated as of June 30, 2022.

5. Memorandum of Understanding and Financing Agreements, Voluntary Alliances, and Execution Measures

Mrs. Lygia Guzmán presents the information on Partners, Memorandum of Understanding and Financing

Agreements, Voluntary Alliances, and Execution Measures

6. Temporary Employment Agency

Mr. Jaime Meléndez presents the information on the Temporary Employment Agency, updated as of June 30, 2022.

7. Comprehensive Training and Development Lyceum

Mr. Jaime Meléndez presents the information on the Comprehensive Training and Development Lyceum, updated as of June 30, 2022.

8. Ticket to Work Program

Mr. Jaime Meléndez Navarro presents the Income Objectives, Activation Objectives, and Placement Objectives of the *Ticket to Work* Program, updated as of June 30, 2022.

9. Proposals presented

Mrs. Ana G. Arias Villasuso presents a table with the status of the proposals developed.

10. AMSI in the social media

Mr. Orlando Rivera de Jesús presents the increase of users in the diverse platforms of the social media (Facebook, Twitter and Instagram).

11. Radio Interventions: *Board in contact with Employers*


Mr. Orlando Rivera de Jesús presents photos of the participation of the Plenary Session's members on the radio and Facebook Live.

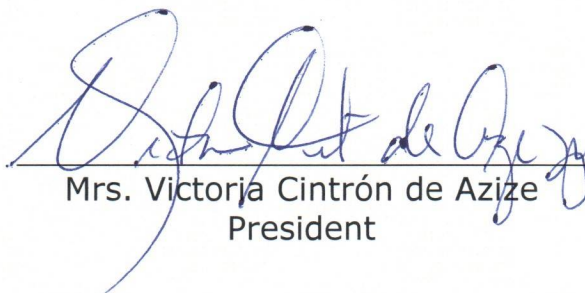
Atty. Francisco D. Rivera Maldonado makes a motion to consider received the Executive Administrator Report. The motion is seconded by Prof. Humberto Malavé Núñez. It is approved unanimously.

VII. Motion to adjourn

There being no other matters to discuss, the meeting ended at 12:30 p.m., by means of a motion made by Prof. Humberto Malavé Núñez, which was seconded by Atty. Francisco D. Rivera Maldonado.

Approved today, December 21, 2022.


Mr. Jorge L. Cosme Oyola
Secretary


Mrs. Victoria Cintrón de Azize
President