

**MUNICIPAL ALLIANCE OF INTEGRATED SERVICES, INC.**  
*P. O. Box 8518 Caguas, Puerto Rico 00726-8518*

**MINUTES OF THE ORDINARY MEETING  
EXECUTIVE COMMITTEE**

DATE : January 30, 2025  
TIME: 4:03 p.m.  
PLACE: Board Conference Room

**Present:**

1. Mrs. Victoria Cintrón de Azize
2. Dr. Alberto R. Costa Berríos

**Virtual:**

1. Mr. Jorge L. Cosme Oyola
2. Dr. Julio A. Marrero Guadalupe
3. Prof. Humberto Malavé Núñez
4. Mrs. Sherly Inchausty Bermúdez
5. Mr. Víctor Coriano Reyes

**Excused:**

1. Mr. José R. Serrano Morales

**Guest:**

1. Dr. Joaquín Santiago Santos

## **I. Welcome**

Mrs. Victoria Cintrón de Azize, President of AMSI, Inc., Board, gives a welcome speech and expresses gratitude to all the present for always being present at the meetings. She also shares a new year message wishing blessings and health to all the present.

## **II. Establishing a Quorum**

Mr. Jorge Luis Cosme Oyola, Secretary of AMSI Inc., Board, addresses the present certifying the necessary quorum to make the meeting possible. Seven out of the eight members of the Executive Committee are participating in the meeting. Mr. José R. Serrano Morales is excused. Also, the presence of Dr. Joaquín Santiago Santos is acknowledged.

## **III. Reflection**

The following reflection thought is projected: *The pencil history*, an inspiring reflection that uses the metaphor of a pencil to convey valuable life lessons.

## **IV. Agenda**

Mrs. Victoria Cintrón de Azize, President of AMSI, Inc., Board, presents the Agenda to be discussed in the Executive Committee meeting.

## **V. Approval of The Minutes of The Meeting Held on November 14, 2024**

Mrs. Victoria Cintrón de Azize presents the minutes of the meeting held on November 14, 2024, previously circulated for approval. Dr. Alberto R. Costa Berríos makes a motion to approve the minutes of the meeting held on November 14, 2024, as circulated. The motion is seconded by Mr. Víctor Coriano Reyes. It was approved unanimously.

## **VI. Approval of the Minutes of the Referendum Held on December 20, 2024**

Mrs. Victoria Cintrón de Azize presents the minutes of the meeting held on December 20, 2024, previously circulated for approval. Dr. Alberto R. Costa Berríos makes a motion to approve the minutes of the meeting held on December 20, 2024, as circulated. The motion is seconded by Mr. Víctor Coriano Reyes. It was approved unanimously.

## **VII. Communications Received**

### **a. One-Stop Center Infrastructure Costs**

Dr. Joaquín Santiago Santos presents a letter received from Mrs. Yolanda Rivera Ortiz, Special Aide in charge of OPEVE, in which it is notified that following the consultation made by the Department of Labor and Human Resources, DOLETA clarified that in situations in which the municipality provides a facility and public services at no cost to a One-Stop Center, it is not appropriate for the Local Area to bill for infrastructure expenses to the center's partners. This provision does not

limit the Local Area's ability to bill for other costs associated with the operation of the center that are not covered by the municipality.

**b. One-Stop Center Closure Prohibition**

Dr. Joaquin Santiago Santos presented a letter received from the Honorable Manuel Cidre Miranda, Secretary Designee of the Department of Economic Development and Commerce, and Eng. Emilio Colon Zavala, President of the State Workforce Development Board, informing that the WIOA Act establishes that customers must have access to all programs, services and activities required from all partners of the One-Stop Centers during regular business days in a comprehensive CGU. The Federal Department of Labor states that there must be at least one person physically present during the hours of operation of the CGU. For these reasons, they are issuing this circular letter to notify that the total closure of the UGCs during administrative closures decreed for the municipal personnel is prohibited.

**c. Execution Measures**

Dr. Joaquín Santiago Santos presents the Program Year 2024 Report with the Execution Measures, updated as of January 27, 2025, in which all indicators are being exceeded.

**d. New Approved Policies**

Dr. Joaquín Santiago Santos presents the newly approved Public Policies regarding:

- Definition of terms for dislocated workers eligibility under the WIOA, which is intended to establish the State Workforce Development Board's guidance and

interpretation of the definition of Dislocated Worker (TD, for its Spanish acronym) under the WIOA, with the goal of optimizing the participation of these workers, while ensuring the provision of quality services that facilitate effective pathways to economic self-sufficiency.

- WIOA Selective Service Registration Requirement Compliance Assessment, which is intended to clarify the Selective Service registration requirement and the procedure to be followed by an individual who wishes to receive services under the WIOA, if he or she is not registered with the Selective Service.
- Official travel expenses in and out of Puerto Rico and Representation Expenses (per diem) for attendance to meetings of the Workforce Development Boards, which is intended to establish controls for travel in and out of Puerto Rico and regulate per diem payments to the members of the Local Workforce Development Boards in the framework of the meetings held. This amendment allows the Local Boards to establish their own reimbursement rates for mileage and per diem, as long as they are reasonable. In the absence of a written policy, the federal rates established by the Office of General Services of the Federal Government shall apply. It clarifies that travel expenses do not necessarily have to be worked through reimbursement; the Local Area may pay them directly. It also clarifies that this policy applies to State Board

members when official business is involved and, therefore, the title is amended to stress the importance of having internal controls for the payment or reimbursement of expenses incurred.

## **VIII. New Topics**

### **a. 2025 Proposal Calendar**

Dr. Joaquín Santiago Santos presents a letter sent to the collaborators with the 2025 Proposal Calendar, informing that the Internal Proposal Committee and the Proposal Evaluation Committee of AMSI, Inc., Board will be evaluating the proposals submitted to the system.

### **b. Executive Administrator Report**

- i. Unemployment rate
- ii. AMSI Financial Information Summary
- iii. AMSI in the media
- iv. AMSI, Inc., Board Opportunity Promoters
- v. Presidential Orders
- vi. Determination: Access to Justice Funds Program 2024-2025

Prof. Humberto Malavé Núñez makes a motion to consider approved the information presented under *New Topics*. The motion is seconded by Dr. Alberto Costa Berríos.

## IX. Other topics

### a. AMSI Local Plan and Southeast Regional Plan 2024-2027

Dr. Joaquín Santiago Santos shares a letter received from Atty. Yolanda Rivera Ortiz, Special Aide in/c of the Workforce Development Program, in which they notify that they grant the Local Areas up to December 15, 2024 to submit the Regional and Local Plans.

### b. Declaration and Affidavit

Dr. Joaquín Santiago Santos shares that the documents for the renewal of General Services Administration papers will be notarized.

Dr. Alberto Costa Berríos makes a motion to consider received the information presented under *Other Topics*. The motion is seconded by Dr. Julio Marrero Guadalupe, Mr. Jorge L. Cosme Oyola, and Prof. Humberto Malavé Núñez.

## X. Motion to adjourn

There being no other matters to discuss, the meeting ended at 4:40 p.m., through a motion made by Prof. Humberto Malavé Núñez. The motion is seconded unanimously.

Approved today, February 23, 2020.

  
Mr. Jorge L. Cosme Oyola  
Secretary

  
Mrs. Victoria Cintrón de Azize  
President