

## Ordinary Meeting Executive Committee

DATE: August 20, 2025

TIME: 4:05 p.m.

LOCATION: Executive Administration Conference Room / Microsoft Teams Platform

### Present:

1. Ms. Victoria Cintrón de Azize
2. Dr. Julio A. Marrero Guadalupe
3. Dr. Alberto R. Costa Berríos

### Virtual:

4. Mr. Jorge L. Cosme Oyola
5. Mr. Victor Coriano Reyes
6. Prof. Humberto Malavé Núñez
7. Mr. José R. Serrano Morales
8. Ms. Sherly Inchausty Bermúdez

### Guests:

1. Dr. Joaquín Santiago Santos
2. Ms. Mayra L. Franco Colón
3. Ms. Keyla Hernández Rivera

## I. Welcome

Ms. Victoria Cintrón de Azize, President of the AMSI Board, addressed those present, expressing her appreciation for their attendance and participation in the meeting.

## II. Establishment of Quorum

Mr. Jorge L. Cosme Oyola, Secretary of the AMSI Board, certified that the required quorum was present to hold the meeting. All members of the Executive Committee were in attendance. Also present were Dr. Joaquín Santiago Santos, Ms. Mayra L. Franco Colón, and Ms. Keyla Hernández Rivera.

### III. Agenda

Ms. Victoria Cintrón de Azize, President of the AMSI Board, presented the agenda outlining the topics to be discussed during the meeting. Dr. Julio Marrero Guadalupe made a motion to approve the items presented in the agenda. The motion was seconded by Mr. José R. Serrano.

### IV. Reflection

The following reflection was shared: “Every learning opportunity opens the door to a more prosperous future; by investing in talent, we plant hope and build new opportunities for all.”

### V. Approval of the Minutes of the Meeting Held on May 29, 2025

Ms. Victoria Cintrón de Azize presented the minutes of the meeting held on May 29, 2025, for approval. Dr. Julio Marrero Guadalupe made a motion to approve the minutes of the meeting held on May 29, 2025, as circulated. The motion was seconded by Mr. Jorge L. Cosme Oyola and Dr. Alberto R. Costa Berríos.

### VI. Educating Cities

Ms. Mayra L. Franco Colón, Director of the Municipal Department of Education of Caguas, presented an illustrative video on the principles of Educating Cities. She also highlighted the benefits of participating in this initiative, the reference cities, the international visibility achieved, and the positioning of Caguas as a benchmark. She noted that, over time, the initiative has diversified and that AMSI has identified its potential.

Dr. Alberto R. Costa Berríos made a motion to ratify AMSI’s participation in the activities of the International Association of Educating Cities, with the purpose of increasing visibility for all AMSI municipalities. The motion was seconded by all members of the Executive Committee.

## VII. Communications Received

### a. Management Report on the Monitoring of Operational, Administrative, and Financial Systems

Dr. Joaquín Santiago Santos presented a letter from Ms. María E. Vázquez Álvarez, Program Development and Federal Compliance Manager, Monitoring and Compliance Division, which included the Management Report on the Monitoring of WIOA Operational, Administrative, and Financial Systems. The report indicates that monitoring was conducted by staff from the DDEC Monitoring and Compliance Division, covering the Local Area's compliance with WIOA provisions, including the composition and functions of the Local Board, the development of the One-Stop Delivery System, participant services, Equal Opportunity and Anti-Discrimination, and the review of Administrative and Financial Systems.

It was further stated that ten (10) business days are granted from receipt of the Management Report to submit a Corrective Action Plan addressing the identified findings. Additionally, if deemed necessary to hold an Exit Conference to discuss the report, it must be requested in writing on or before ten (10) business days from receipt of the Management Report. Failure to respond to the Management Report or to request an Exit Conference within the established timeframe will result in the issuance of the Monitoring Report.

### b. Senior Community Service Employment Program (SCSEP) - AARP Foundation

Dr. Joaquín Santiago Santos presented an email received from Ms. Marilyn Ríos, Senior Project Director of the AARP Foundation, notifying that Mr. Ricardo Carnero, Project Director of the Manatí Office, will serve as Interim Director of the San Juan Office from June 9 through December 31, 2025.

**c. Caguas–Guayama Local Plan**

Dr. Joaquín Santiago Santos presented a letter received from Ms. Mariamelia Sueiro Álvarez, Esq., Acting Assistant Secretary for Federal Programs and Director of the Workforce Development Program, notifying that, after completing the evaluation process and following the parameters established in Public Policy No. WIOA-PP-01-2024, Guide for the Development of Local and Regional Plans and Modifications under WIOA, approval has been granted to the AMSI, Inc. Local Plan 2024–2027.

**d. Southeast Regional Plan**

Dr. Joaquín Santiago Santos presented a letter received from Ms. Mariamelia Sueiro Álvarez, Esq., Acting Assistant Secretary for Federal Programs and Director of the Workforce Development Program, notifying that, after completing the evaluation process and following the parameters established in Public Policy No. WIOA-PP-01-2024, Guide for the Development of Local and Regional Plans and Modifications under WIOA, approval has been granted to the Southeast Regional Plan for Program Year 2024–2027, composed of the Southeast Local Workforce Development Boards, AMSI, Inc., and Sur Central.

**e. ALCL Caguas–Guayama Monitoring Report PY 2024–2025**

Dr. Joaquín Santiago Santos presented a letter received from Ms. María E. Vázquez Álvarez, Program Development and Federal Compliance Manager, Monitoring and Compliance Division, which included the Monitoring Report. The report contains the analysis of the Corrective Action Plan submitted by the Local Area (ALCL) in response to the findings identified in the Management Report.

**f. State Eligible Training Provider List (ETPL)**

Dr. Joaquín Santiago Santos presented a letter received from Ms. Mariamelia Sueiro Álvarez, Esq., Assistant Secretary for Federal Programs and Director of the Workforce Development Program, informing that the information submitted and validated by the AMSI, Inc. Local Board regarding providers interested in being included in the State Eligible Training Provider List (ETPL) and their training programs for Program Year 2025 has been evaluated.

During the evaluation process, it was determined that the programs submitted by AMSI meet the established criteria. Therefore, they have been approved by the State for inclusion in the ETPL for Program Year 2025. Dr. Santiago also noted that the list is now available on the website.

**g. Casa Grande Project**

Dr. Joaquín Santiago Santos presented a letter received from the Honorable Sebastián Negrón Reichard, Secretary of the Department of Economic Development and Commerce (DDEC), informing that the DDEC, through the Workforce Development Program (WDP), received a funding request under WIOA to carry out a project for the Youth Program. The purpose of the project is to prevent school dropout among one hundred youth between the ages of fourteen and twenty-one residing in AMSI municipalities. The DDEC Proposal Evaluation Committee issued a favorable recommendation for the proposal in the amount of \$400,670.00, funded through the State Reserve. Therefore, it was informed that the proposal has been approved, and DDEC staff will be contacting AMSI shortly to proceed with the contract execution.

**h. Gerontos Program**

Dr. Joaquín Santiago Santos presented a letter received from Ms. Lourdes M. Santiago Miranda, Director of the Bureau of Training, Employment, and Business Development, informing that AMSI's request to participate in the Gerontos Program has been reviewed and successfully approved.

A total of ten positions have been authorized; currently, four positions have been filled, leaving six positions available for future appointments.

## **VIII. New Topics**

### **a. Fund Delegation Contract**

Dr. Joaquín Santiago Santos presented a copy of the Fund Delegation Contract for the Reserve “Temporary Employment for Adults and Dislocated Workers,” signed by the President of the Board of Mayors, Hon. William E. Miranda Torres.

### **b. Letter to the Vice President of the Board of Mayors**

Dr. Joaquín Santiago Santos presented a letter sent to the Hon. Rosachely Rivera Santana, Secretary of State, through which the Hon. William E. Miranda Torres, President of the Board of Mayors, expressed his appreciation for her service as Vice President, highlighting the outstanding work and teamwork achieved during her tenure.

### **c. AARP Foundation SCSEP Letter**

Dr. Joaquín Santiago Santos presented a letter received from Ms. Claire Casey of the AARP Foundation, notifying host agencies of the SCSEP Program that, although the U.S. Department of Labor confirmed funding through June 30, 2026, the official documentation required to extend operations beyond June 30, 2025, has not yet been received.

Due to this administrative delay, it may be necessary to temporarily suspend participant placements effective July 1, 2025, with services resuming once the appropriate authorization is received. The communication acknowledges the value of the work carried out by the agencies and participants and expresses appreciation for their commitment to the program’s mission.

**d. CDBG-DR Notification Letter**

Dr. Joaquín Santiago Santos presented a letter received from Mr. José R. López Iglesias, Monitoring Director, issued by the Puerto Rico Department of Housing (PRDOH), Office of Disaster Recovery, informing of the intent to conduct a CDBG-DR monitoring from July 29 through August 1, 2025. The monitoring will include entrance and exit conferences, as well as a review of general management, national objective, and procurement processes. Additionally, the submission of documentation was requested on or before July 22, 2025.

**e. Inquiry on Competitive Process for Fiscal Agent**

Dr. Joaquín Santiago Santos reported on the letter sent on July 7, 2025, to Ms. Mariamelia Sueiro Álvarez, Esq., Director of the Workforce Development Program, through which an inquiry was made regarding the competitive process for contracting Fiscal Agent functions. The communication requested clarification on the official position of the Workforce Development Program concerning AMSI's ability to conduct a competitive process to contract a firm with expertise in accounting, pre-audit, budgeting, procurement, payroll, and disbursements, in order for such firm to assume the functions currently performed by the Fiscal Agent. It was noted that AMSI remains awaiting a response from the Workforce Development Program regarding this inquiry.

**f. Casa Grande Interactive Communications, Inc. One-on-One Program Proposal**

Dr. Joaquín Santiago Santos presented the letter submitted on July 9, 2025, to Ms. Mariamelia Sueiro Álvarez, Esq., Director of the Workforce Development Program, through which the request for the development of the Casa Grande Interactive Communications, Inc. One-on-One Program was submitted.

This project is aimed at providing tools to youth at risk of school dropout and integrates the following components: Tutoring, Mentoring, Guidance and Counseling, Work Experience, and Follow-up, with the purpose of strengthening their educational opportunities and workforce integration.

**g. State Eligible Training Provider List**

Dr. Joaquín Santiago Santos shared the State Eligible Training Provider List for Program Year 2025.

**h. Policy Alert: Departments of Education and Labor Announce Integrated Workforce Development Partnership**

Dr. Joaquín Santiago Santos presented the communication issued on July 15, 2025, by the U.S. Department of Education (ED) and the U.S. Department of Labor (DOL), announcing a new Interagency Agreement (IAA) that establishes the foundation for collaboration between both agencies to streamline federal oversight and administration of Education and Workforce Development programs. Under this agreement, the DOL will assume greater day-to-day administrative responsibilities over key ED programs, such as WIOA Title II: Adult Education and Family Literacy, and Perkins V: Career and Technical Education. It was also noted that the implementation of the agreement had been temporarily paused due to a legal process but was authorized to proceed following the U.S. Supreme Court decision on July 14, 2025. Among the main implications for Local Workforce Development Boards are a more centralized federal communication through the DOL and the issuance of implementation guidance by both ED and DOL in the coming weeks. Additionally, it was shared that the National Association of Workforce Boards (NAWB) will continue monitoring this matter and advocating for the interests of Local Boards.

**i. Administrative and Financial System Intervention**

Dr. Joaquín Santiago Santos presented a communication received from Ms. Edmary Abad Sáez of the auditing firm PKF, informing that interventions in Human Resources, Procurement of Goods and Services, and Individual Training Accounts (ITA) are scheduled to begin for the Program Year ending June 30, 2025.

**j. Letter Regarding Víctor Y. Umpierre Pérez**

Dr. Joaquín Santiago Santos presented a letter addressed to the Hon. William Miranda Torres, received from Ms. Sonia M. Velázquez De Jesús, outlining the situation of her grandson, Víctor Yamil Umpierre Pérez, who has a medical condition requiring specialized equipment for mobility and proper care. The communication indicated that the family does not have the financial resources to acquire such equipment and, therefore, is requesting assistance to address this need.

**k. Executive Administrator's Report**

Dr. Joaquín Santiago Santos presented the following information as part of the Executive Administrator's Report:

- i. Unemployment Rate by AMSI Municipalities
- ii. Unemployment Rate – Southeast Regional Local Areas
- iii. AMSI Financial Information Summary
- iv. Program Outcomes
- v. Program Year 2024 Performance Measures (PRIS)
- vi. Facebook, Instagram & LinkedIn Insights (July)
- vii. Local Board – Opportunity Promoters
  - June 26, 2025 – Facebook Live at Restaurante Kmilion, Prof. Humberto Malavé

- July 15, 2025 – AMSI in Your Business Radio Program at Ferretería JJ Construction & Home Center, Ms. Victoria Cintrón
- August 5, 2025 – AMSI Informa Radio Program at Centro Unido de Detallistas, Mr. Alfonso Lam
- August 20, 2025 – AMSI in Your Business Radio Program at Mery's Coffee Break, Ms. Victoria Cintrón

Dr. Alberto R. Costa Berríos made a motion to acknowledge and approve the information presented under New Business. The motion was seconded by Dr. Julio Marrero Guadalupe.

## IX. Other Topics

### a. Act 52 Monitoring Visit

Dr. Joaquín Santiago Santos presented an email received from Ms. Melissa L. Centeno Batalla, Program Monitoring Officer, informing that on Wednesday, August 20, a visit will be conducted at AMSI as part of the monitoring process carried out to ensure the proper use of Act 52 funds.

### b. Compliance Report

Dr. Joaquín Santiago Santos presented a table with the results of the evaluation of the Quarterly Report for the period of April to June 2025 for AMSI localities.

### c. Bidding Process

Dr. Joaquín Santiago Santos shared with the Committee members the opportunity to participate in the bidding process for the purchase and sale of the property located at Avenida Pino #1, Caguas. In order to ensure transparency in the deliberation, the Executive Administrator presented the initial information and then recused himself from the meeting so that members could discuss and make a determination.

During the discussion, Mr. Víctor Coriano, with the consent of the members, included Mr. Berlingeri to provide guidance regarding the property subject to the bidding process. After the evaluation was completed, it was reported that

the Committee approved participation in the bidding process with a maximum authorized amount of \$1.5 million. It was also established that, should there be a need to adjust the amount or take any further action related to the bidding process, a special meeting will be convened to address the matter. The determination was approved by all members present.

## X. Adjournment

There being no further business to discuss, the meeting adjourned at 5:41 p.m. upon a motion made by Dr. Julio Marrero Guadalupe and seconded by Ms. Sherly Inchausty Bermúdez.

Approved on September 30, 2025



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Mr. Jorge L. Cosme Oyola  
Secretary



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Ms. Victoria Cintrón de Azize  
President