

MINUTES OF THE REGULAR MEETING ONE-STOP CENTER COMMITTEE

Date: October 2, 2025

Time: 4:02 p.m.

Location: AMSI Conference Room, Caguas

Present:

1. Dr. Julio A. Marrero Guadalupe
2. Ms. Vicky Cintrón de Azize

Virtual:

3. Ms. Michelle Zavala
4. Ms. Brenda L. Burgos Morales

Excused:

5. Ms. Damaris Nolasco Green

Attendance:

1. Dr. Joaquín Santiago Santos
2. Roberto L. Delgado Torres
3. Lygia Guzmán Fontáñez
4. María E. Rosario Mateo
5. Loreana Rivera Dávila
6. Rosa L. De Jesús Cora
7. Allan Rodríguez
8. Carmen Morales
9. Jiomara Rodríguez
10. Keyla Hernández Rivera

I. Welcome

Dr. Julio A. Marrero Guadalupe extends a warm welcome and expresses his appreciation to the Committee members and guests for their participation in the meeting.

II. Establishment of Quorum

Dr. Julio Marrero, Chair of the One-Stop Center Committee, certified the existence of a quorum required to hold the meeting, with the participation of four Committee members. Ms. Damaris Nolasco Green was excused. The presence of Dr. Joaquín Santiago Santos, Mr. Roberto L. Torres Delgado, Ms. Lygia Guzmán Fontáñez, Ms. María E. Rosario Mateo, Ms. Loreana Rivera Dávila, Ms. Rosa L. De Jesús Cora, Mr. Allan Rodríguez, Ms. Carmen Morales, Ms. Jiomara Rodríguez, Ms. Jeslyan N. Ramírez, and Ms. Keyla Hernández Rivera was also acknowledged.

III. Agenda

Dr. Julio Marrero Guadalupe presented the agenda, outlining the topics to be discussed during the meeting. Ms. Victoria Cintrón made a motion to approve the items included in the agenda.

IV. Reflection

Ms. Keyla Hernández Rivera shared the following reflection: "True success is not measured solely by individual achievements, but by the ability to transform lives, create opportunities, and grow together. Each story shared reminds us that when we work hand in hand, our impact multiplies and becomes an inspiration for the entire community." Author unknown

V. Approval of the Minutes of the Meeting Held on April 3, 2025

Dr. Julio Marrero Guadalupe, Chair of the One-Stop Center Management Committee, presented the minutes of the meeting held on April 3, 2025, for approval. Ms. Vicky Cintrón de Azize made a motion to approve the minutes as circulated. The motion was unanimously approved.

VI. Pending Matters

Mr. Roberto L. Delgado Torres informed the Committee members that, as a follow-up to the request presented at the previous meeting regarding the Child Development Associate (CDA) certification, AMSI issued a Request for Proposal (RFP) through a direct invitation to three institutions: ICPR, Integral Learning Solutions, and Educate y Educarás. Of the invited entities, only Educate y Educarás submitted a proposal. The proposal is currently under evaluation to determine whether it meets the established requirements. If deemed compliant, the corresponding service will be awarded.

VII. New Business

a. Participant and Employer Success Stories

i. AMSI in Guayama

Ms. Loreana Rivera Dávila, Manager of AMSI in Guayama, introduced Mr. Allan Rodríguez, owner of Harry's Taco in Guayama. Mr. Rodríguez shared with the Committee members the trajectory of his business, highlighting the challenges faced during its early stages and the strategies implemented to strengthen its operations. He also emphasized the importance of the support received through AMSI programs, particularly in recruitment and talent development, which has contributed to the growth and stability of his business. Likewise, he expressed his satisfaction with the performance of the referred participants, noting that the experience has been positive for both the business and the employees, who have had the opportunity to acquire practical skills and strengthen their professional development.

Ms. Loreana Rivera Dávila also introduced Ms. Carmen Morales, a participant in the Adult Program, who was part of the Additional Funds proposal as a Supervisor through the Municipality of Guayama under the Community Health Workers initiative. Ms. Morales shared her experience and expressed that this opportunity represented a pivotal platform in her professional development, as it allowed her to confirm that she had chosen the right field of study. She noted that, thanks to the experience gained, she is now working in an area she is truly passionate about, applying the knowledge acquired and strengthening her competencies in direct service to the community.

ii. AMSI in Arroyo

Ms. Rosa L. De Jesús Cora introduced Ms. Jiomara Rodríguez, owner of Snack Time, who shared her experience as an employer participating in AMSI programs in Arroyo. Ms. Rodríguez stated that the opportunity came at the right time for her business and that it truly met her needs. She indicated that the support received allowed her to strengthen her team and better organize her operations, which has had a positive impact on the service she provides to her customers. She also expressed her gratitude for the support provided and highlighted that this type of assistance is highly valuable for business owners seeking to grow and stabilize their operations. Ms. Rosa L. De Jesús Cora also introduced Ms. Jeslyan, who was a participant in the AMSI Youth Program and has currently been working with the employer for three years. Ms. Jeslyan shared that the program represented a key opportunity at the beginning of her working life, as it allowed her to gain experience, develop discipline, and strengthen her skills in the workplace. She noted that, thanks to the support and opportunity provided, she was able to demonstrate her commitment and capabilities, which allowed her to remain employed and continue growing professionally. She also expressed that the experience not only opened doors

for her, but also helped her gain confidence in herself and envision clear long-term goals.

b. Core Partners Progress Report

Ms. Lygia Guzmán Fontáñez presented a table of the Core Partners and Optional Partners, including the Memoranda of Understanding (MOUs) and their effective dates.

c. Memorandum of Understanding and Funding Agreements Report with Additional System Partners

Ms. Lygia Guzmán Fontáñez presented a table of the Memorandum of Understanding and Funding Agreements Report with Additional System Partners.

d. Internal Report on WIOA Performance Indicators

Ms. Lygia Guzmán Fontáñez presented a table of the Official WIOA Performance Indicators Report for Program Year 2024, Fourth Quarter, updated as of September 5, 2025.

e. Internal Performance Report 2024

Ms. Lygia Guzmán Fontáñez presented a table of the Internal Performance Measures Report for Program Year 2024, updated as of September 19, 2025.

f. Direct Recruitment

Ms. Lygia Guzmán Fontáñez presented information on the recruitment efforts carried out across AMSI locations, detailing activities such as job fairs, direct recruitment, and referrals via email.

g. External Visits to Our One-Stop Centers

Ms. Lygia Guzmán Fontáñez presented a report on the visits received at the One-Stop Centers, during which strategic meetings were held with various partner entities, including the Department of Education, the Federal Probation Office, AMSSCA, the Instituto Socio-Económico Comunitario, Inc. (INSEC), RICCE (Recovery Innovation & Coordinator Center of Excellence), Head Start, Acción Social de Puerto Rico, and the Centro Unido de Detallistas. These meetings were aimed at strengthening agreements, following up on programmatic initiatives, coordinating workshops and specialized services, and expanding referral and collaboration opportunities for the benefit of participants. It was highlighted that several of these efforts included the formalization or updating of collaborative agreements, as well as the planning of joint activities such as job fairs, orientations, workshops, and networking events.

h. RICCE (Recovery Innovation & Coordinator Center of Excellence)

Ms. María E. Rosario Mateo presented information about the RICCE program, funded by the Economic Development Administration (EDA), whose purpose is to strengthen the Third Sector in Puerto Rico and the U.S. Virgin Islands. She also shared photos from the “Conexión Solidaria” event held at AMSI Headquarters, with the participation of 32 individuals representing 23 nonprofit organizations.

i. Signing of INSEC Collaboration Agreement – September 30, 2025

Dr. Joaquín Santiago Santos reported that on September 30, 2025, the Collaboration Agreement with the Instituto Socio-Económico Comunitario, Inc. (INSEC) was signed, representing a significant step toward strengthening strategic partnerships that promote community development.

Ms. Michelle Zavala made a motion to acknowledge receipt of the information presented. The motion was seconded by Ms. Brenda L. Burgos.

VIII. Other Matters

The One-Stop Center Management Committee presented a special recognition to Ms. Lygia Guzmán Fontánez, Associate Administrator, in honor of her career and valuable contributions to the Alianza Municipal de Servicios Integrados (AMSI). The recognition was given on the occasion of her retirement, effective October 31, 2025, highlighting her commitment, leadership, and dedication to strengthening the programs and services offered by the organization. Committee members expressed their gratitude for her years of service and extended their best wishes for success in this new stage of her life.

IX. Adjournment

There being no further business to discuss, the meeting was adjourned at 4:51 p.m. upon a motion made by Ms. Brenda L. Burgos and seconded unanimously.

Approved on March 12, 2026

Damaris Nolasco Green

Damaris Nolasco Green
Secretary

Julio Marrero Guadalupe

Julio Marrero Guadalupe
President