



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Agenda Central Texas Technology Center Advisory Board

Tuesday, April 8, 2025

7:45 AM

Alamo Colleges/NLC Building Board
Room - Building B, 2189 FM 758,
New Braunfels, TX

1. **Call To Order**

2. **Roll Call**

3. **Approval of Minutes**

- A) Approval of the February 18, 2025 regular meeting minutes.

4. **Citizens' Communications**

This time is for citizens to address the Committee on issues and items of concerns not on this agenda. There will be no Committee action at this time.

5. **Discussion and Possible Action**

- A) Discussion and possible action to approve the proposed mission and vision of the Central Texas Technology Center Advisory Board.
- B) Discussion and possible action to approve edits to the Central Texas Technology Center Advisory Board bylaws, change the committee's name, and advance all recommendations to the New Braunfels and Seguin City Councils for final approval.
- C) Discussion and possible action to postpone the election of officers to the June 2025 regular meeting

6. **Committee Updates**

- A) Discussion and update from the Facility Naming & Signage Committee
- B) Discussion and update from the Workforce & ISDs Committee

7. **Reports and Essential Updates**

A) Reports and essential updates from the following:

- ISDs
- TSTC
- FAME Lone Star Chapter
- Alamo College/NLC
- Chamber of Commerce
- Cities

8. **Adjournment**

CERTIFICATION

I certify that the above notice of meeting was posted in the Display Case in front of the Municipal Building, 210 E. Gonzales Street of the City of Seguin, Texas on the 4th day of April, 2025 by 5 p.m. Said place is readily accessible to the General Public.

Josh Schneuker

Executive Director

Seguin Economic Development Corporation

**CTTC Advisory Board
February 18, 2025 Meeting Minutes**

CENTRAL TEXAS TECHNOLOGY CENTER (CTTC) ADVISORY BOARD			
The City of New Braunfels in partnership with the City of Seguin established the Central Texas Technology Center (CTTC) Board to assist in the administration of the CTTC and its programs. The CTTC Board is charged with the responsibility of oversight for the CTTC and with keeping both City Council's informed on the operations.			
<i>10 members / 3-year terms, lifetime max of 2 terms / quorum = majority of duly appointed (6 of 10)</i>			
NEW BRAUNFELS		SEGUIN	
X	Rachel Behnke – New Braunfels ISD – Secretary		Sergio Juarrieta – Seguin ISD
	Bret Bradberry - Caterpillar. – Vice-Chair	X	Jason Dinscore – CMC, steel - Chair
X	Shane Hines – New Braunfels EDC	X	Melissa Gossett – Navarro ISD
	Lucas Conder	X	Josh Wilson – GRMC
X	Renee Martinez, Comal ISD	X	Rosie Torres - Tejijn
OTHER MEETING ATTENDEES: Shannon Gildea, City of New Braunfels Josh Schneuker, City of Seguin Mike Crowley, New Braunfels Chamber Mike Anderson, TSTC Rusty Brockman, Cemex			

1. Call to Order at 7:49
2. Roll call; Quorum established
3. Minutes from January 28, 2025 Strategic Planning were reviewed and approved
4. No Citizen's Communications presented
5. Discussion and Possible Action
 - A) Continued discussion on the mission, vision, and future of the Central Texas Technology Center Advisory Board - discussion regarding the new name, mission and vision for this group; keeping CTTC as a line item – suggested name of Regional Workforce Education Alliance; review of scorecard priorities, strategic objectives and tactical steps
 - B) Discussion and possible action to approved the proposed mission and vision of the Central Texas Technology Center Advisory Board – Proposed mission: The Mission of the Regional Workforce Education Alliance is to be a strategic group for clear communication, aligned efforts, collaboration, and targeted support for workforce education. Proposed vision: To capitalize on opportunities that support industry and lead to an increased quality of life and positive generational change.
 - C) Discussion on existing Central Texas Technology Center Advisory Board Bylaws - discussion on need to update the purpose; look at using updated Mission; send input directly to Shannon

6. Committee Updates

A) Discussion and update from the Facility Naming and Signage Committee – no report at this time

B) Discussion and update from the Workforce and ISDs Committee – no report at this time

7. Reports

ISDS:

- NBISD thanks Mike Crowley for his support in CTE Month proclamations
- CISD looking at Dual Credit in CTE
- NISD also doing spotlights for CTE Month, done over 80 job shadow placements and sent teachers along with the students

TSTC:

TSTC posted for Building Construction Trades position

TxFAME Lone Star Chapter

TxFAME hosted chili cookoff and already have almost 70 applicants; first cohort graduates in May

Northeast Lakeview College

No update available at this time

NB Chamber of Commerce

NB Chamber participated in regional job fair in Seguin with 55 employers with over 700 job seekers

Cities

No update available at this time

Meeting adjourned at 8:57am

BY-LAWS

Regional Workforce Education Alliance

SECTION I. - PURPOSE

The City of New Braunfels City Council and the City of Seguin City Council have established the Regional Workforce Education Alliance (“RWEA”) as a strategic group for clear communication, aligned efforts, collaboration, and targeted support for workforce education efforts. The vision of the RWEA is to capitalize on opportunities that support industry and lead to an increased quality of life and positive generational change.

SECTION II. - MEMBERSHIP

- A. Appointment - The Alliance shall consist of ten (10) members. Five (5) members shall be appointed by the City Council of the City of New Braunfels and five (5) members shall be appointed by the City Council of the City of Seguin. Members shall represent workforce industries within the region.
- B. Ex Officio Members – Regional school districts and post-secondary educational institutions may appoint a single representative that shall serve as Ex Officio voting members and are not subject to the term limits outlined in Section II. C, below and are not included in the number of appointed members. Ex-officio members appointed from regional school districts shall be Career and Technical Education (CTE) representatives or an equivalent position. All Ex-Officio members appointed must follow board and commission appointment application procedures as prescribed by the City of New Braunfels and the City of Seguin.
- C. Term - All members, except for Ex Officio Members described in Section II.B, above, shall serve a two (2) year term.
- D. Attendance - Any member who shall be absent for more than three consecutive regular meetings during one calendar year will be at risk of automatically losing his or her membership. Members who accrue three consecutive absences may make an appeal to the Chair to request additional considerations before removal from the Alliance. This appeal must be initiated via email or in person, before the next regularly scheduled meeting after the member’s third absence is accrued. The Chair has the discretion to decide the membership status.
- E. Vacancies - Should a member resign, fail to serve, or accrue enough absences to lose their membership, notices will be given to the City Council who appointed such member and who shall appoint a new member to fill the unexpired term of the vacating member.

SECTION III - OFFICERS

- A. Election - The Alliance shall, by a majority vote, elect from their membership a Chair and a Vice-Chair to serve for a term of two (2) years. The Chair and Vice-Chair will be representatives from alternating Cities (i.e., Chair from Seguin and Vice-Chair from New Braunfels) and after each term, the representative cities will swap (i.e., Chair

from New Braunfels and Vice-Chair from Seguin).

B. Duties & Additional Roles –

Chair - shall conduct meetings, call special meetings, and be the spokesperson for all Committee actions.

Vice-Chair - shall perform all duties of the Chair in the absence of the Chair.

A Secretary will serve in a non-elected capacity and is assumed by an active member at the Chair's discretion. The Secretary shall assist the Chair and Vice-Chair with taking minutes during/after each meeting.

SECTION IV - RESPONSIBILITIES

The responsibilities of the Alliance shall include, but are not limited to:

- Serve as a strategic alliance that fosters work/skill/education pathways and career exploration that lead to placement in high wage careers.
- Bring together and align strategic objectives and opportunities for secondary students, post-secondary students (workforce or academic), post-secondary education providers, industry partners, and the communities that we serve. ***** This aligns with our strategic objectives***
- Create and maintain channels of cross functional communication to optimize idea flow and action implementation.
- Regularly review the offerings and needs from regional school districts, post-secondary education providers, industry partners, and other service providers. Check for alignment with the regional economic development strategic plan.
- Request, review, and evaluate annual regional workforce reports provided by Chamber or City representatives
- Evaluate needs of the Central Texas Technology Center.
- Provide updates and recommendations affecting workforce education in the region.

SECTION V - MEETINGS

Regular meetings shall be held at least bi-monthly at the Central Texas Technology Center or at such other time or place as the Chair may designate. Notice of all meetings shall be given in writing at least 72 hours prior to the meeting date. The Chair is authorized to call a special meeting of the Alliance.

SECTION VI - QUORUM

A quorum shall consist of a majority of the members then duly appointed, and no action shall be taken in the absence of a quorum.

SECTION VII - VOTING

The affirmative vote of the majority of the members present is necessary for the Alliance to take action.

SECTION VIII – AMENDING BY-LAWS

These By-Laws may be amended at any meeting of the Alliance by a majority vote of the members present (quorum required) provided notice of the proposed amendment was given to each member in writing at least 72 hours prior to the subject meeting. Amendments shall require approval by both City Councils.