



EMPOWERMENT ZONE ADVISORY BOARD

City of El Paso – Community and Human Development Department – Empowerment Zone Grant (EZ)

BOARD MEETING MINUTES
CITY OF EL PASO, 2 CIVIC CENTER PLAZA, 8TH FLOOR CONFERENCE ROOM
EL PASO, TEXAS
AUGUST 11, 2009
5:30 p.m.

The Empowerment Zone Advisory Board met in regular session at the above place and date. Meeting was called to order at 5:30 p.m. Sally J. Andrade was present and presiding.

The following Advisory Board members answered roll call:

- Trinidad Acevedo,
- Sally J. Andrade (Chair),
- Soledad Muñiz,
- Daniel Ortiz,
- Edith Zuvanich (Vice-Chair)

Late Arrival:

Carlos Veloz at 5:42 p.m. during review of proposals

Absent:

Norma Tena

Staff present:

Isela Robison (Empowerment Zone Grant Coordinator),
Priscilla Arellano (Recording Secretary),

1. Advisory Board Members' Introductions

Each Board member introduced themselves.

2. Call for General Public Comments

3. Approval of August 10, 2009 Minutes

Motion made by Trinidad Acevedo, seconded by Daniel Ortiz, and unanimously carried to **APPROVE** minutes.

AYES: Trinidad Acevedo, Sally J. Andrade, Soledad Muñiz, Daniel Ortiz, Carlos Veloz, Edith Zuvanich

NAYS: None

ABSENT: None

4. Staff Update: Request for Proposal (RFP) Process

City staff and the Advisory Board discussed the process of reviewing RFP Proposals.

- 1) City staff will present a summary of the proposal.
- 2) Applicant's spokesperson will be identified
- 3) The EZAB Chair will poll the members and public for questions to filter out duplicates; and, then she and/or board members will direct questions (if any) to applicant representative.
- 4) The EZAB members will submit their evaluation forms to City staff for tabulation.

5. Review of the following Bilingual Workforce Development Funding Category Proposals (G3. C1. P24)

a. Bilingual Workforce Development – Ethos Educational Services LLC, dba Excel Learning Center

Salvador Rodriguez was the representative for Excel Learning Center.
Advisory Board members asked Mr. Rodriguez questions to clarify their funding proposal.

b. Mercado Mayapan: Business and Jobs Incubator – El Puente Community Development Corporation (*Discussion took place during August 10th meeting*)

c. La Fe Adult Workforce Development Program – La Fe Preparatory School, Inc.

Amy O'Rourke was the representative for La Fe.
Advisory Board members asked Ms. O'Rourke questions to clarify their funding proposal.

6. Review of the following Childcare Funding Category Proposal (PERMS IP G4. C7. P27)

a. Child Care for Empowerment Zone Families Project – Young Women's Christian Association of El Paso, Texas

Eli Pabon was the representative for Young Women's Christian Association of El Paso, Texas.
Advisory Board members asked Mr. Pabon questions to clarify their funding proposal.

7. Call for Public Comments on Agenda Items

No comments

8. Discussion and Action of Revolving Loan Fund Lending Guidelines (IP G3. C3. P10 / G3. C3. p12)

Isela Robison and Advisory Board members discussed the proposed Revolving Loan Fund Lending Guidelines.

Motion made by Trinidad Acevedo, seconded by Edith Zuvanich, and unanimously carried to **APPROVE RECOMMENDATION** of the proposed Revolving Loan Fund Lending Guidelines, with minor correction, to City Council.

AYES: Trinidad Acevedo, Sally J. Andrade, Soledad Muñiz, Daniel Ortiz, Carlos Veloz, Edith Zuvanich

NAYS: None

ABSENT: None

9. Next Meeting

August 12, 2009, Tuesday, City Hall, 8th Floor Conference Room

10. Adjournment

Motion made by Edith Zuvanich, seconded by Soledad Muniz, and unanimously carried to adjourn meeting at 6:55 p.m.