



## **STRATEGIC COMMITTEE MEETING**

Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120, Boardroom  
San Antonio, TX 78207

**February 2, 2024**

**10:00 AM**

### **AGENDA**

*Agenda items may not be considered in the order they appear.*

Citizens may appear before the Committee to speak for or against any item on the Agenda in accordance with procedural rules governing meetings. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of the meeting. Questions relating to these rules may be directed to Caroline Goddard at (210) 322-6296.

***The Chair of the Committee will be at the Host Location. The Host location is specified above. Meetings will be visible and audible to the public at the Host location, and there will be a visual or audio recording of the meeting. There will be two-way audio and video of the meeting between each Board member sufficient that Board members and public can hear and see them. WSA will comply with all Videoconferencing Guidelines.***

For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Caroline Goddard, (210) 322-6296.

**Please join WebEx meeting from your computer, tablet, or smartphone.**

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**United States (Toll Free): 1-415-655-0002**

**<https://wsalamo.webex.com/wsalamo/j.php?MTID=m44d00d0875064c820247cb0bc75685c9>**

**Access Code: 2482 492 6586**

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**During the Public Comments portion of the meeting (Agenda Item 4), the public may type their name into the chat box or unmute themselves and state their name. The meeting host will call each member of the public for comments, in the order their names were submitted.**

Workforce Solutions Alamo is an equal opportunity employer/program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Caroline Goddard at (210) 322-6296 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- I. CALL TO ORDER  
Presenter: Eric Cooper, Committee Chair
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Eric Cooper, Committee Chair
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Eric Cooper, Committee Chair
- IV. PUBLIC COMMENT  
Presenter: Eric Cooper, Committee Chair
- V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Eric Cooper, Committee Chair
  - a. Meeting Minutes – November 6, 2023
- VI. TEXAS VETERANS COMMISSION UPDATE  
Presenter: Adrain King, Veterans Employment Services, South Texas District Manager, Texas Veterans Commission
- VII. VOCATIONAL REHABILITATION UPDATE  
Presenters: Dawn Natalino-White, Deputy Regional Director, Texas Workforce Solutions, and Ricardo Rendon, Business Relations Coordinator, Texas Workforce Solutions
- VIII. READY TO WORK UPDATE  
Presenter: Mike Ramsey, Executive Director, Workforce Development Office, City of San Antonio
- IX. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Jeremy Taub, Director of Procurement and Contracts
  - a. Procurement Diversity Update (SMWVBE)
  - b. Facility Updates
    - i. Kerrville
    - ii. Port SA
    - iii. Mobile Unit
- X. LOCAL PLAN PROGRESS UPDATE (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Adrian Perez, CIO
  - a. Sector-Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update  
Presenters: Rebecca Espino Balencia, Interim Director of Workforce Services & Caroline Goddard, Strategic Community Partnerships Manager
  - b. Ready to Work Analysis  
Presenter: Rebecca Espino Balencia, Interim Director of Workforce Services

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XI. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. WSA Internship Program Report

XII. CHAIR REPORT

Presenter: Eric Cooper, Committee Chair

XIII. EXECUTIVE SESSION:

Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may move into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:

- a. Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;
- b. Government Code §551.071 – All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications Under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas;
- c. Pending or Contemplated Litigation;
- d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

XIV. ADJOURNMENT

Presenter: Eric Cooper, Committee Chair



## **STRATEGIC COMMITTEE MEETING - MINUTES**

Workforce Solutions Alamo  
100 N. Santa Rosa St., Suite 120, Boardroom  
San Antonio, TX 78207

**November 6, 2023**

**1:00 PM**

**BOARD OF DIRECTORS:** Eric Cooper (Chair), Leslie Cantu, Anthony Magaro, Ben Peavy, Lowell Keig, Angelique De Oliveira, Mitchell Shane Denn

**STAFF:** Adrian Lopez, Adrian Perez, Teresa Chavez, Gabriela Navarro Garcia, Penny Benavidez, Jeremy Taub, Chuck Agwuegbo, Caroline Goddard, Rebecca Espino Balencia, Kristen Rodriguez, Gabriela Horbach, Roberto Corral, Daisey Vega, Sylvia Perez, Christine Dever, Gabriela Ore, Victoria Rodriguez, Vanessa McHaney, Juan Palencia

**PARTNER STAFF:** Mike Ramsey

**LEGAL COUNSEL:** None.

**GUESTS:** Kevin Shandy, Program Coordinator, and Erica Chavana, Lead Case Manager, with 100 Black Men of San Antonio, Inc.

### **AGENDA**

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Goddard, (210) 322-6296.

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**Access Code: 2497 472 3861**

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**I. CALL TO ORDER**

Presenter: Eric Cooper, Committee Chair

**At 1:00pm, Chair Eric Cooper called the meeting to order.**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Eric Cooper, Committee Chair

**The roll was called, and a quorum was declared present.**

**III. DECLARATIONS OF CONFLICT OF INTEREST**

Presenter: Eric Cooper, Committee Chair

**None.**

**IV. PUBLIC COMMENT**

Presenter: Eric Cooper, Committee Chair

**None.**

**V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Eric Cooper, Committee Chair

a. Meeting Minutes – September 29, 2023

**Upon motion by Angelique De Oliveira and seconded by Mitchell Shane Denn, the Committee unanimously approved the Consent Agenda item a. Meeting Minutes – September 29, 2023.**

**VI. PROCUREMENT UPDATE (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Jeremy Taub, Director of Procurement and Contracts

a. Procurement Diversity Update (SMWVBE)

- Expenditures are currently at 42.35%. WSA has issued payments to approximately 123 vendors with 40 identifying as HUB, including two new vendors 1 Hispanic and 1 Women.
- WSA continues to encourage SMWVBE participation at pre-bid conferences, promoting use of Electronic Purchasing Notices and Document

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Distribution System, and provides demographic information on childcare providers received from the City of San Antonio.

- Total SMWVBE payments are \$2,802,602.88 and total non-designation payments are \$3,825,707.12.
- For childcare, \$91,537,158.80 has been spent year to date. 51.12% identifies as SMWVBE and 48.88% has no designation.
- Chair Eric Cooper asked what the efforts are to try and get the non-designation ones designated. Jeremy Taub answered that the City of San Antonio is responsible for registering the vendors. CEO Adrian Lopez added that since the majority of dollars are going to childcare, they decided to include this in the report even though they are not included in the SMWVBE program. Mitchell Shane Denn added that this is something the board should actively try to figure out. CEO Adrian Lopez explained the process of CCS scholarships versus vendors who provide services or products. Ben Peavy suggested incentivizing providers to provide their SMWVBE status.

b. Facility Updates

i. Port SA

- General contractors have started the build-out and demising walls have been installed. Move in is still scheduled for spring of 2024.

ii. Walzem/O'Connor

- The lease has been executed and build-out will begin soon. Currently waiting on CAD drawings from the general contractor. Expected move in is early 2024.

VII. LOCAL PLAN PROGRESS UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Adrian Perez, CIO

a. Sector-Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update

Presenters: Rebecca Espino Balencia, Interim Director of Workforce Services & Caroline Goddard, Strategic Community Partnerships Manager

- For the Adult Industry Sector Scorecard, there has been a 12% increase in IT with a new employment rate of 44%. The Healthcare industry dropped to 63% from 70% due to recent graduates of their programs.
- For the Youth Industry Sector Scorecard, the numbers remain constant at 100% success rates and placements.
- For Ready to Work, 3,952 individuals have been interviewed, 2,310 individuals have been enrolled in training, 251 have successfully completed training, and 118 have been placed in quality jobs with 133 active job seekers. There will be a job fair on November 29<sup>th</sup> with the City of San Antonio to help increase job placements.
- For Overall Impact, 2,421 have been enrolled in programs with a 53.54% employment rate.
- Anthony Magaro stated that the number drop in the Ready to Work program doesn't look good. Ben Peavy stated that they are trying to provide a better dashboard and information for this program but to

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remember that most people are still in training and not yet looking for employment. Angelique De Oliveira suggested redesigning the reporting to show, for example, how many people should have completed training and how many people actually completed training. Mike Ramsey gave a detailed explanation of how the Ready to Work program works and the barriers that many participants face.

- For Adult in Bexar County, engaged over 1,600 employers, facilitated over 20,000 job orders, yielding 33,000 job openings with 81,000 applicants and 135 sector based accounts, 79 hiring events with 2,700 participants and a confirmed count of 3,300 hires. For Adult in rural counties, engaged over 624 employers, facilitated over 4,000 job orders, yielding 6,400 job openings with 11,000 applicants and 82 sector based accounts, 72 hiring events with 800 participants and a confirmed count of 1,200 hires.
- For Youth, 192 were placed into work experience, which exceed the goal and last year's numbers.
- Total impact within urban and rural shows 4,705 confirmed hires.
- Partnership Updates: Bexar County Veterans, 100 Black Men, United Way, Texas Diaper Bank, Rural Libraries, AEL Consortium, Kenedy County ISD ACE Program, The Purple Door – McMullen County, and COSA Apprenticeship ABA Grant.
- Two letters of support have been provided. One was provided to SAISD who applied for \$3,425,000 to \$4,425,000 Perkins Innovation and Modernization (PIM) Grant Program for Career-Connected High Schools to improve access and attainment of dual credit, work-based learning, and industry-based certifications through CTW programs (56 different certifications in over 28 programs of study, impacting approximately 10,000 students). Another was provided to the City of Hondo who applied for the Strategy Development Grant and Recompete Plans Pilot Program offered by the U.S. Economic Development Administration.
- The Workforce Academy is going strong, exceeding the goal of 500 participants with 561 participants leading to 325 graduates.
- The Workforce Leadership Academy with the Aspen Fellows will be going on their closing retreat this week to finalize their pitches to the community stakeholders on December 4<sup>th</sup>. The four topics they have chosen to present are education and training for employers, partnerships, strategic navigation, and measures and outcomes. In addition to the curriculum that Aspen has provided, the Fellows are being educated on WSA's sector-based model and local plan. Tours and meetings are being offered with industry leaders and the latest tour for the Fellows was at Toyotetsu.
- The second round of Community Conversations will end with the final two this week and the third round will begin in January.
- Partnership Highlight: 100 Black Men of San Antonio, Inc. Kevin Shandy, Program Coordinator, oversees the YouthBuild program helping

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second chance young adults ages 16 to 24. Their program offers free high school diplomas, and training in the medical or construction fields. Erica Chavana, Lead Case Manager, explained that they work closely with the YES! Program to ensure their students are successful. Ben Peavy highlighted that this group received federal funds from the Department of Labor and is bringing those funds into San Antonio.

- Chair Eric Cooper asked for any more updates on the Local Plan. CEO Adrian Lopez stated that the area judges asked for the budget to be county by county and fund by fund instead of the 80/20 split between urban and rural. Since this started in October, WSA has already seen funds that have been fully expended in some counties. He has had staff to continue service in those counties for people in need. This update will be brought up to the board and the Committee of Six to articulate what is transpiring in terms of the expenditures.

#### VIII. CEO REPORT

Presenter: Adrian Lopez, CEO

##### a. Ready to Work Program

- CEO Adrian Lopez would like to invite Mike Ramsey to present on this program after he presents at the council meeting.

#### IX. CHAIR REPORT

Presenter: Eric Cooper, Committee Chair

- Chair Eric Cooper would like to focus the 2024 Strategic Committee meetings on giving collaboratives more airtime and would like to see more strategy and less transactional.

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**None.**

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XI. ADJOURNMENT

Presenter: Eric Cooper, Committee Chair

**Upon motion by Lowell Keig, Chair Eric Cooper adjourned the meeting at 2:12pm.**



# Helping Veterans Starts Here



# Mission

To advocate for and provide superior service that will significantly improve the quality of life for all Texas veterans, their families, and survivors.

We connect veterans and their families to the benefits they have earned. This includes a wide range of benefits and services, from disability compensation claims to healthcare, and employment to education benefits.

**The Texas Veterans Commission is  
an agency of the State of Texas**

# Texas Veterans Commission Services

- Claims
- Healthcare Advocacy
- Education
- Employment
- Entrepreneurship
- Mental Health
- Women Veterans Program
- Grants for Non-Profit Organizations





# Claims

- VA accredited Claims Benefits Advisors assist veterans with filing service-connected disability compensation claims with the VA
- Claims Advisors help vets navigate the VA process and help to ensure claims are filed correctly
- Claims Benefits Advisors also assist veterans' families and survivors
- More than 45 offices across the state, many in VA facilities
- Make appointments online. Phone appointments can be made with any TVC Claims Advisor in Texas
- <https://www.tvc.texas.gov/>
- [claimsdept@tvc.Texas.gov](mailto:claimsdept@tvc.Texas.gov)
- (512) 463-8730

claims



# Healthcare Advocacy

- Healthcare Advocates provide veterans free one-on-one assistance in resolving VA medical care issues.
  - Appointments
  - Medications & Pharmacy
  - Treatments & Labs
  - Referrals
  - Filing paperwork
- We have 24 Healthcare Advocates in VA facilities across Texas.
- <https://www.tvc.texas.gov/>
- [healthcare@tvc.texas.gov](mailto:healthcare@tvc.texas.gov)
- (512) 463-5340





# Education

Connects Texas veterans to higher education and technical training opportunities

- Serves as State-Approving Agency that approves education, training, and work programs under the G.I. Bill®
- Assists schools and students in understanding the Hazlewood Act Tuition Exemption
- Education Service Center responds to phone and email inquiries from veterans, their dependents, and schools
- [educationservices@tvc.texas.gov](mailto:educationservices@tvc.texas.gov)
- (512) 463-3168





# Entrepreneur

Veteran business consultants work one on one with veterans, spouses, and family members who wish to own their own business.

Subjects covered include

- Business plans
- Access to Capital
- Market research
- Tax Id's and Permits
- Resource Library
- Benefits for veteran-owned businesses
- [vep@tvc.texas.gov](mailto:vep@tvc.texas.gov)
- (512) 463-0519



# Women Veterans

- Encourages women who served to identify as veterans and claim the benefits they have earned
- Addresses women veteran issues
- Women Veterans Professional Network
- Women Veterans Registry
- Special events including Women Veterans Day – June 12
- [tvcwomenvets@tvc.texas.gov](mailto:tvcwomenvets@tvc.texas.gov)
- (832) 728-3624





# Mental Health

Provides FREE training, certification, and technical assistance on veteran culture, military trauma and military culture to:

- Licensed mental health providers
- Community and faith-based organizations
- Veteran service organizations
- Texas justice system and first responders



# Mental Health

## Works with partners to address:

- Suicide prevention/intervention
- Veteran homelessness
- Military related trauma
- Military Cultural Competency
- Peer Support Services

## Justice Involved Veterans

- Re-entry Programs
- Veteran Treatment Courts





# Military Veteran Peer Network

- Composed of Peer Service Coordinators (PSC)
- Texas Veterans Commission (TVC) trains and supports these coordinators who are all veterans
- TVC recognizes that some veterans may be more forthcoming with their veteran peer
- The Peer Service Coordinator connects the veteran with mental health support and other services in the veteran's local area
- Veterans can find their peer service coordinator at <https://www.milvetpeer.net/>



# Grants

The Fund for Veterans' Assistance awards grants to nonprofits and government agencies which provide direct support and services to veterans.

- Financial assistance
  - Family support services
  - Home modification
  - Transportation
  - Legal Aid
  - And much, much more!
- 
- [grants@tvc.texas.gov](mailto:grants@tvc.texas.gov)
  - (512) 463-1157





# Grants

Grantees serve veterans in different regions across the state. Some serve veterans statewide. Directories for all the grantees can be found on our website.

Each directory includes:

- Organization
- Services provided
- Beneficiaries
- Contact information

- <https://www.tvc.texas.gov/>
- (512) 463-1157

I am a: ☒ Veteran ☐ Dependent ☒ Surviving Spouse

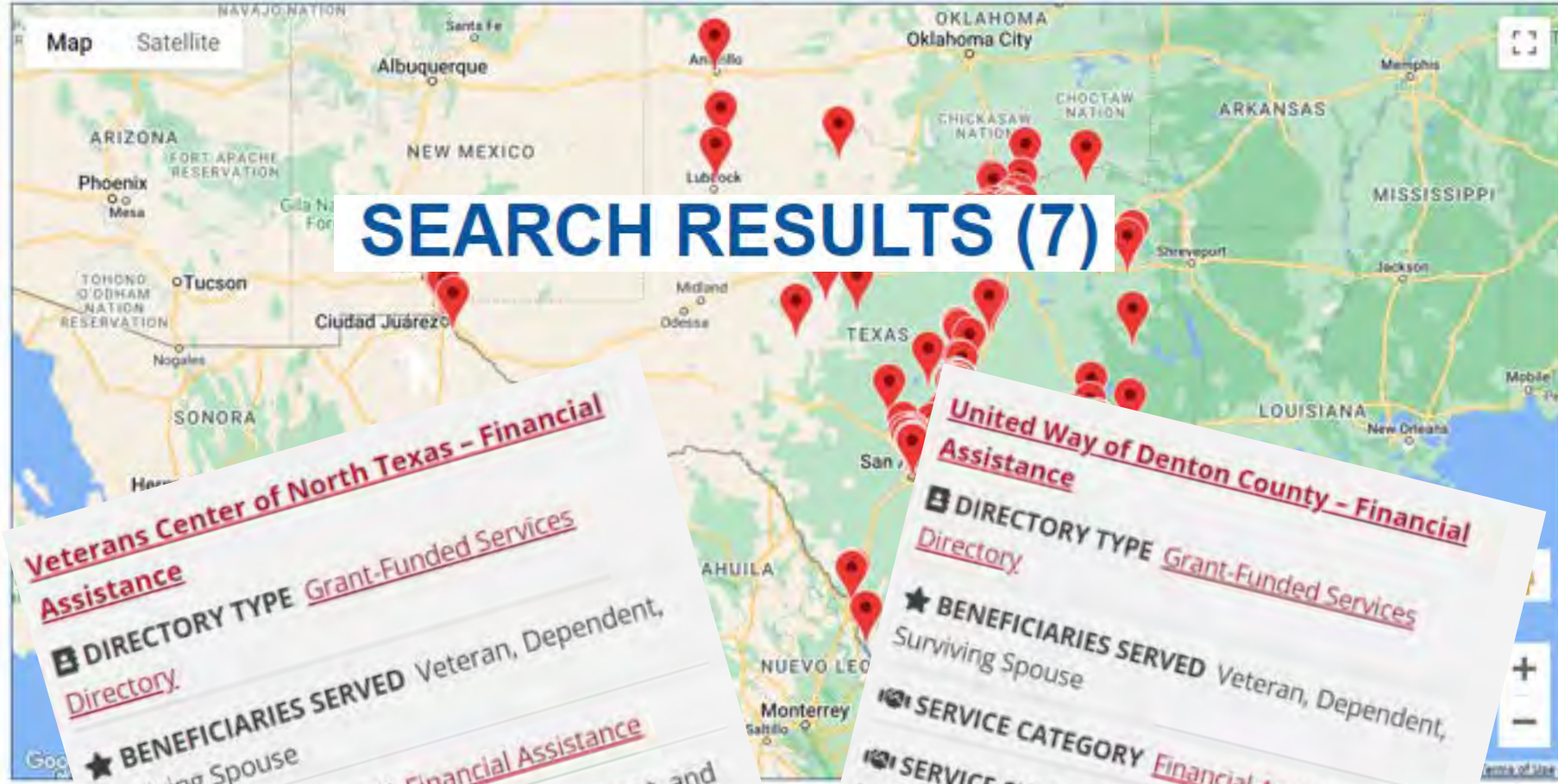
I am looking for: Financial Assistance

I live in this county: Deaf Smith County, Delta County, **Denton County**, Dickens County, Dimmit County

**SEARCH**

## GRANT-FUNDED SERVICES DIRECTORY

**SEARCH RESULTS (7)**



**Veterans Center of North Texas – Financial Assistance**  
B DIRECTORY TYPE Grant-Funded Services Directory  
★ BENEFICIARIES SERVED Veteran, Dependent, Surviving Spouse  
SERVICE CATEGORY Financial Assistance  
SERVICE SUBCATEGORY Utility Payments, Transportation, Rent, and

**United Way of Denton County – Financial Assistance**  
B DIRECTORY TYPE Grant-Funded Services Directory  
★ BENEFICIARIES SERVED Veteran, Dependent, Surviving Spouse  
SERVICE CATEGORY Financial Assistance  
SERVICE SUBCATEGORY Mortgage, Rent, and Transportation Assistance, Restorative Dental Care

**Hope For The Warriors – Financial Assistance**  
B DIRECTORY TYPE Grant-Funded Services Directory  
★ BENEFICIARIES SERVED Veteran, Dependent, Surviving Spouse  
SERVICE CATEGORY Financial Assistance  
SERVICE SUBCATEGORY Mortgage, Rent, and Utility Payments, Transportation Assistance, Child/Adult Care Services



# Grants

The Texas Lottery Commission provides most of the funding for these grants, with \$2 Scratch offs designated “Supporting Texas Veterans”.

Since 2009, the Fund for Veterans Assistance has awarded over \$200 million in grants to nonprofit organizations, local government agencies and Veteran County Service Offices, benefiting over 350,000 Texas Veterans and their families.

- [grants@tvc.texas.gov](mailto:grants@tvc.texas.gov)
- (512) 463-1157





# Veteran County Service Officer

- Texas Veterans Commission (TVC) trains VCSOs in VA disability claims and pension processing, spousal and dependent benefits, and other veteran services
- VCSOs are also well informed about community resources that provide aid and comfort to veterans and their families
- Most VCSOs are veterans themselves
- Find your VCSO here:  
<https://www.tvc.texas.gov> – Click on Partners





# U.S. Citizenship

- U.S. service members, veterans, and their families may be eligible for certain immigration benefits on the path to U.S. Citizenship.
- Surviving family members of deceased U.S. military service members and veterans may also qualify.
- Immigration Services Military Help Line:  
877-CIS-4MIL (877-247-4645)



Military Naturalization Ceremony - Yongsan Korea - 15 December 2008 - USFK - United States Army - USAG-Y

# Veterans Employment Services

**Our mission is to provide veterans with significant barriers to job entry and other eligible persons access to long-term and meaningful employment.**





# Employment

Staff in over 90 locations across Texas including 70 American Job Centers.

Veterans Career Advisor services:

- Employment Planning
- Résumé / Application Assistance
- Job Search Techniques
- Transition Assistance
- VA Vocational Rehabilitation
- Work Opportunity Tax Credit Pre-Certification

The Family Career Advisor provides employment services to active duty Wounded Warriors, veteran spouses and family members.



# Employment

## Veterans Employer Liaison services:

- Veterans Preference Program Assistance
  - Hiring Authorities' Training
  - Career Fairs
  - Job Posting Development
  - Hiring Events
  - TVC Employment Services Liaison
  - Work Opportunity Tax Credit Pre-Certification
- 
- [tvcemployment@tvc.texas.gov](mailto:tvcemployment@tvc.texas.gov)
  - (512) 463-2333

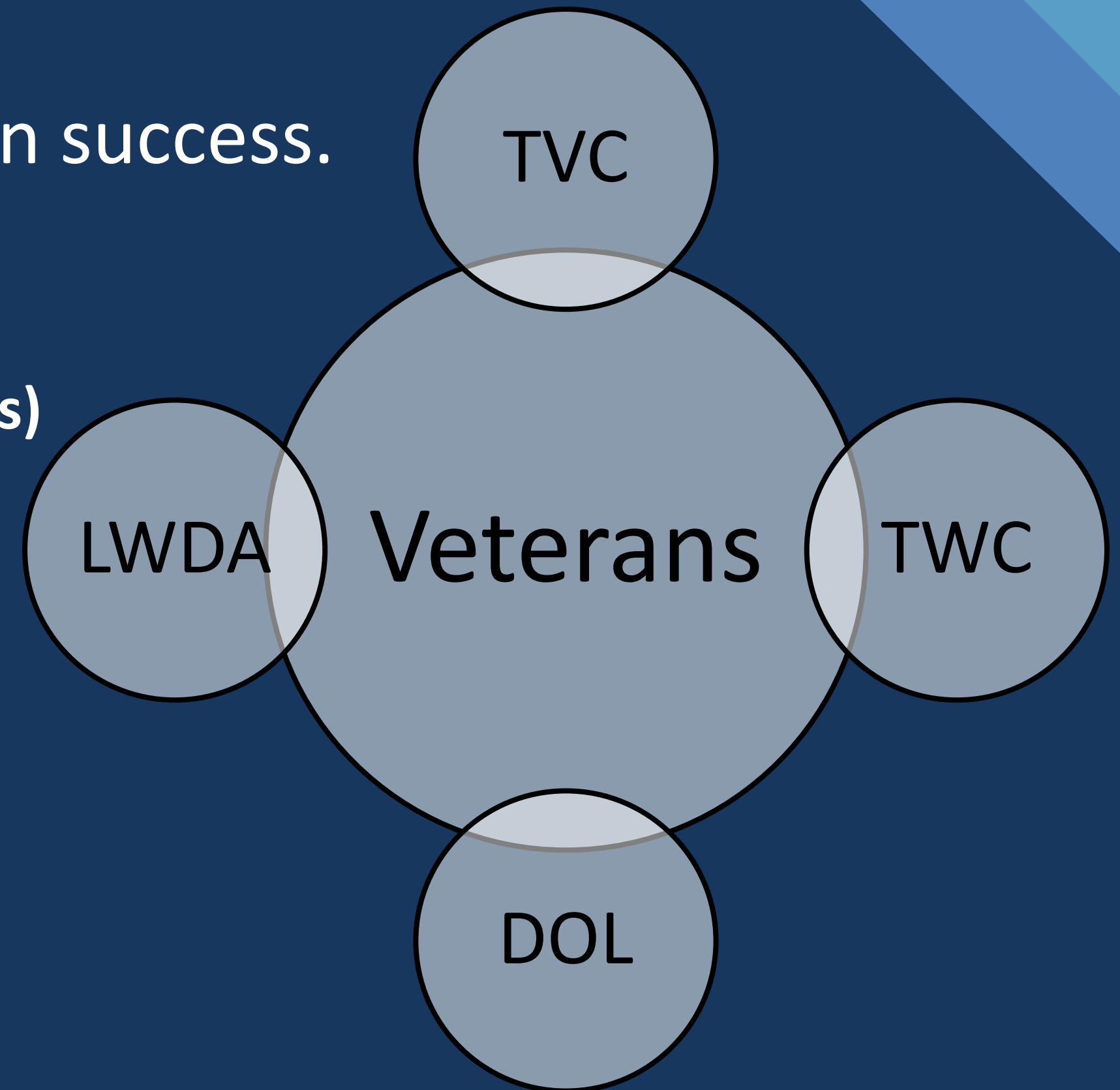


For federal fiscal year 2023, the Veterans Employment Services Department receives 99% of its funding from the US Department of Labor under a Jobs for Veterans State Grant award totaling \$16,290,842.00. State of Texas general revenue funds the remaining 1% totaling \$122,229.00 for state fiscal year 2023.

# Partnerships

Partner collaboration ensures veteran success.

- Veterans Administration – VR&E
- Texas Veterans Network (Combined Arms)
- OBTT – Off-base Transition Training
- Recruit Military
  - American Legion
  - Goodwill
  - Homeless Veterans Reintegration Program





# Accomplishments

- **Customer Satisfaction – 93.9% in FY23 (1,289 responses)**
- **JVSG Expansion – Midland, Missouri City, and Pearland AJCs**
- **American Legion and Disabled American Vets (DAV) State and National Recognition**
  - **TVC Employee Recognition**
    - **VCA Veronica Rodriguez – Marbach AJC – TVC Excellence Award**
    - **SSO Irene Cantu – S. Flores AJC – Greg White Memorial Award**

*Texas Veterans Commission, in compliance with P.L. 115-141, Division H, Title V, Section 505 makes the following assertion:*

*For federal fiscal year 2024, the Veterans Employment Services Department receives 99% of its funding from the US Department of Labor under a Jobs for Veterans State Grant award totaling \$16,766,306.00. State of Texas general revenue funds the remaining 1% totaling \$128,229.00 for state fiscal year 2024.*

# Connect with Us

- **Web:** <https://www.tvc.texas.gov>
- **LinkedIn:** <https://www.linkedin.com/company/texas-veterans-commission/>
- **Events:** <https://www.tvc.texas.gov/events>
- Anna Baker  
Director Veterans Employment Services  
(512) 463-2333  
[anna.baker@tvc.texas.gov](mailto:anna.baker@tvc.texas.gov).
- Al King  
District Manager, Veterans Employment Services  
(830) 629-2010, Ext. 2607  
[adrain.king@tvc.texas.gov](mailto:adrain.king@tvc.texas.gov).



**TEXAS VETERANS  
COMMISSION**





# **TEXAS** **WORKFORCE SOLUTIONS**

## **VOCATIONAL REHABILITATION SERVICES**

**Dawn Natalino-White MS, CRC, LPC**  
Deputy Regional Director – South Texas

**Ricardo “Ricky” Rendon, MS, CRC**  
Business Relations Coordinator



# Who We Are

Texas Workforce Solutions - Vocational Rehabilitation Services, often referred to as TWS-VRS or VR, is an eligibility-based program that aims to assist individuals with disabilities in Texas by providing them with the necessary services and support to prepare for, obtain, retain, or advance in employment.

We serve Texans with disabilities starting at the age of 14 and adults of all ages.

**A few examples of the types of disabilities we support are:**

Mental Health  
Condition

Physical  
Disability

Hearing Loss or  
Deafness

Chronic Health  
Condition

Learning  
Disability

Low Vision or  
Blindness

# How we Partner

In 2016, Vocational Rehabilitation Services transitioned from Texas Department of Assistive and Rehabilitative Services (DARS) to the Texas Workforce Commission and became Texas Workforce Solutions – Vocational Rehabilitation Services (TWS-VRS).

Post-integration, VR staff relocated to workforce solutions centers. This move not only advanced our synergy but also positioned us to seamlessly provide workforce solutions to Texans. Our concerted efforts have been dedicated to expanding partnerships, leveraging resources, and empowering Texans with disabilities to achieve their employment aspirations.

# Partner Collaborations

Key collaborative programs include SEAL and Year-Round PWE. Beyond these, our partnership extends to ensuring seamless communication in joined efforts to serve both job seekers and employers.

NDEAM Events  
Alamo HIRES

Toyotetsu  
Internship

WIT  
Contributions

Paid Work  
Experience

Inter-Agency  
Referral

Summer Earn  
& Learn

Increasing  
Accessibility

Consultations  
& Disability  
Awareness

Workforce  
Academy  
Participation

# 2024 Partnership Goals

In 2024, our collaborative efforts will be directed towards augmenting co-enrollment rates, aligning outreach initiatives, and fortifying joint projects.

Our specific goals involve boosting co-enrollment figures by ensuring a seamless referral system between both organizations. We plan to increase awareness about our integration through coordinated cross trainings and encourage both teams to get to know each other better.

# Texas Talent Experts

TWC's Statewide Initiative of being Texas Talent Experts is a shared vision that drives our collaborative efforts.

- **Dual Customer Focus**

Leveraging our services allows us to create a holistic ecosystem where both job seekers and employers benefit from a comprehensive range of services.

- **Optimizing Systemic Solutions**

By aligning our strategies and resources, we can address challenges at a systemic level, creating a more resilient and adaptable workforce.

- **Maximizing Services for Disability Talent**

Our collaborative efforts contribute to advancing diversity and inclusion in the workforce, creating pathways, removing barriers, and ensuring that disability talent has an effective pipeline to employment.

**Questions?**

**Thank you!**





## MEMORANDUM

**To:** Strategic Committee

**From:** Adrian Lopez, CEO

**Presented By:** Jeremy Taub, CPPO, Director of Procurement and Contracts

**Date:** February 2, 2024

**Subject:** Procurement Diversity Update (SMWVBE)

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**Summary:** Workforce Solutions Alamo - Board of Directors adopted a Historically Underutilized Business, HUB Policy in the Spring of 2021. The diversity program compares overall vendor expenditures for WSA with Small, Minority, Women or Veteran Owned Business Enterprises (SMWVBE). Procurement and contracts provide regular updates on SMWVBE expenditures to the Board of Directors, *in support of Texas Talent and Economic Growth – Goal 2, Service Optimizers.*

**Update:** Revisions to reporting have been made to compare overall expenditures between SMWVBE and non-SMWVBE vendors.

- WSA's SMWVBE year-to-date percentage of board corporate expenditure is **18.80%** for the reporting period 10/01/2023 – 11/30/2023.
- Fiscal year-to-date: WSA has issued payments to approximately 86 vendors for the purchase of goods and services with 15 identifying as HUB.
- WSA - Procurement and Contracts management makes efforts to solicit at least two SMWVBE vendors to purchase goods and services exceeding the micro-purchase threshold whenever possible.
- WSA may rely on the certification credentials granted by the State of Texas, South Central Texas Regional Certification Agency (SCTRCA), or other means to identify eligible small, minority and/or woman owned businesses for reporting purposes.
- Outreach efforts include:
  - ✓ Utilizing various local SMWVBE online search directories, including The South-Central Texas Regional Certification Agency (SCTRCA), and Texas Central Master Bidders List, CMBL.

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- ✓ Ongoing vendor assistance is provided as needed on How to do Business with WSA.
- ✓ Establishing and fostering communication with SMWVBE and non-designated vendors, suppliers, professionals, and contractors to involve them in the procurement process.
- ✓ Encouraging SMWVBE participation at pre-bid conferences; and developing and encouraging the promotion and use of the Electronic Purchasing Notice and Document Distribution System at no cost to the vendor.
- ✓ Continue to monitor SMWVBE expenditures for tracking and reporting.
- ✓ Maintaining and updating internal vendor registry for use in identifying vendors for end users seeking to increase the utilization of SMWVBEs in the execution of purchases.
- ✓ Advertising for bid submissions online and electronic invitation may be utilized to notify vendors, suppliers, and contractors as to the availability of contracting opportunities.
- ✓ Participation at the annual Bexar County Small Business Expo at the Freeman Coliseum in December.
- ✓ The procurement office at least once annually surveys its vendors to provide updates and cross-reference its internal list of SMWVBE to the responses received to update status.

**Fiscal Impact:** Workforce Solutions Alamo has an aspirational goal of 20% of expenditures going to SMWVBE vendors. WSA's SMWVBE year-to-date percentage of board corporate expenditure is **18.80%** for the reporting period 10/01/2023 – 11/30/2023. In the board's previous fiscal year, which was for the period ending September 30, 2023, the expenditure rate was 42.35% of total operating expenses.

**Recommendation:** Our efforts continue to identify the SMWVBE status of WSA's current vendors and register new vendors throughout the year. Continue utilizing SWMVBE vendors when practicable, reasonable, and within sound business principles. The board will continue to monitor and provide regular updates on utilizing SMWVBE vendors.

**Next Steps:** Procurement will update the Strategic Committee and the Board of Directors periodically on WSA's progress to achieve our stated aspirational goal of 20%.

**Attachments:** None.



## MEMORANDUM

**To:** Strategic Committee

**From:** Adrian Lopez, CEO

**Presented By:** Jeremy Taub, CPPO, Director of Procurement and Contracts

**Date:** February 2, 2024

**Subject:** Facility Updates – Kerrville

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**Summary:** Discussion and Possible Action: Workforce Solutions Alamo (WSA) – Board of Directors awards a contract (lease) to Kerrville Area Chamber of Commerce for the facility lease at 1700 Sidney Baker Street, Suite #500, Kerrville, Texas 78028. The estimated annual rent for the 5,000 square foot facility, including maintenance, utilities, taxes, and insurance, (full-service) is \$108,000 - \$118,800, with an annual rent escalation percentage not to exceed 5%, pending final negotiations. *Supporting Texas Talent and Economic Growth – Goal 2, Service Optimizers.*

**Analysis:** The current lease will expire on April 30, 2024, and no options remain. By TWC – Financial Manual for Grants Contracting, FMGC §J.6.1, and Uniform Guidance, UG, the initial step in the planning process requires a review of existing facilities that meet our current requirements. WSA's business needs include but are not limited to general location (customer populations, local businesses, area crime statistics), access to public transportation, current parking, space required, access to the ground floor, ability to build out, and compliance with Americans with Disabilities Act (ADA).

In May 2009, the board executed a lease for its present facility, and there are no remaining options to renew. In accordance with TWC – Financial Manual for Grants and Contracts, FMGC §J.6.2.2, on April 17, 2023, a Request for Information was released to potential Lessors and Realtors to conduct market research and solicit potential available properties to administer workforce programs. Additionally, WSA's contracted Real Estate Broker, PCR Brokerage San

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Antonio, LLC. DBA Partners, conducted a required Competitive Market Analysis (CMA) to determine prospective locations.

**Alternatives:** None. The three properties yielded from the market research and CMA analysis were evaluated by board staff against WSA's requirements. As a result of these efforts, the existing property at 1700 Sidney Baker Street in Kerrville is recommended for an award on a best-value basis. The current location provides the best value for the agency to continue to provide workforce services.

**Fiscal Impact:** The annual estimated rent amount is \$108,000, with an annual rent escalation not to exceed 5%. The anticipated initial term of the lease will be for 5 years with up to three (3) 5-year options to renew and will be specified in the agreement, and not exceed twenty years inclusive of all renewals. The actual amount paid will be finalized during negotiations and specified in the lease.

**Recommendation:** With approval of this action, finalize negotiations with the landlord to secure a lease at the recommended location. Vocational Rehabilitation Services, VRS, is a strategic partner with WSA at this location and will contribute to the overall rent at the contracted rate.

**Next Steps:** Board staff will negotiate in coordination with its contracted broker, Legal Services, and the landlord for execution of a new the lease agreement.

**Attachments:** None.



## MEMORANDUM

**To:** Strategic Committee

**From:** Adrian Lopez, CEO

**Presented By:** Jeremy Taub, CPPO, Director of Procurement and Contracts

**Date:** February 2, 2024

**Subject:** Facility Updates: Port SA

---

**Summary:** On August 18, 2023, Workforce Solutions Alamo – Board of Directors authorized negotiation of a contract amendment to the lease with The Port Authority of San Antonio for the revised Tenant Improvement Allowance, TI, of up to \$2,213,750 under the terms of the agreement for the facility located at 638 Davy Crockett, San Antonio, Texas. Supporting *Texas Talent and Economic Growth – Goal 2, Service Optimizers*.

**Update:**

- Weekly progress meetings are being conducted with board staff, Port SA reps, and the General Contractor. Construction remains on schedule and is at 65% completion.
- In anticipation of the projected move-in date, WSA is coordinating with the appropriate contractors, partners, and vendors to necessitate a smooth transition. This will include IT data, relocation/breakdown of furniture, fixtures, and equipment and to meet the needs of our partners.

**Analysis:** The Board of Directors approved a lease for the relocation and renovation of a new facility at Port San Antonio on September 17, 2021. The finalized plan was previously forwarded to the architect and contractor to initiate build-out renovation with an anticipated completion date of Spring 2024. The lease agreement provides for the rental of the 17,500 square foot space to include repairs and maintenance, with an initial term of ten years, and has two (2) five-year options to renew.

**Alternatives:** None.

**Fiscal Impact:** The revised base rent for the Port San Antonio facility is \$28,364.58 monthly, increasing by 5% annually. Additionally, the FY24 moving expense budget is \$700,000,

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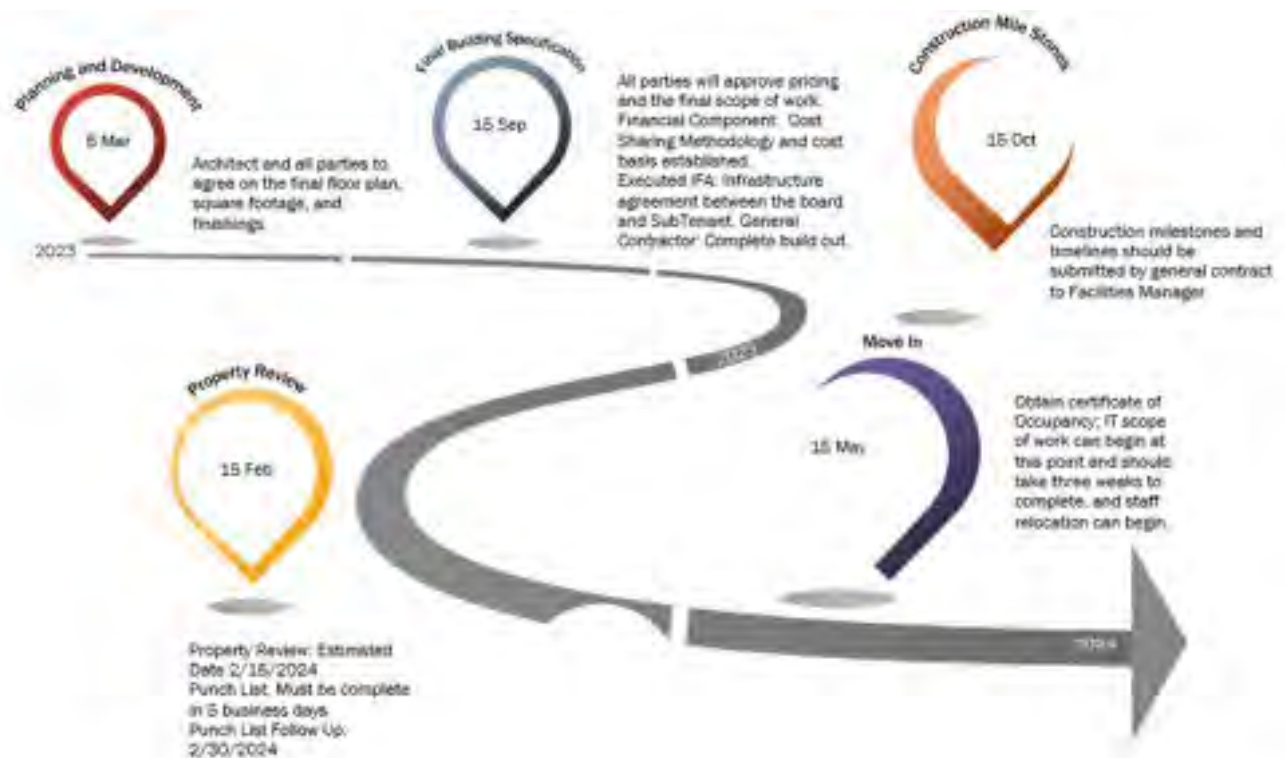


including a \$250,000 contribution for build-out to support the furniture, equipment, upgraded technology, and moving expenditures for the workforce center. The current economic environment has caused the cost to exceed the original Tennant Improve Allowance of approximately \$900,000.

**Recommendation:** There is no further recommendation currently.

**Next Steps:** The construction has started and WSA is currently holding a status review call weekly. The roof decking is complete and the demising walls are in progress.

**Timeline:** Dates are tentative and subject to change.





## MEMORANDUM

**To:** Strategic Committee

**From:** Adrian Lopez, CEO

**Presented By:** Jeremy Taub, CPPO, Director of Procurement and Contracts

**Date:** February 2, 2024

**Subject:** Facility Updates: Mobile Unit

---

**Summary:** On April 21, 2023, Workforce Solutions – Board of Directors awarded a contract for the purchase of a custom coach recreation vehicle, RV, to Farber Specialty Vehicles to be utilized as a mobile workforce unit in the amount of \$505,039. *Supporting Texas Talent and Economic Growth – Goal 2, Service Optimizers.*

***Update:***

- Project management meetings are being conducted internally with board staff.
- Production has commenced and is currently at 15% completion.
- In anticipation of the projected delivery date, WSA is coordinating with the appropriate personnel, contractor, and its partners for a smooth transition. This will include IT connectivity, event schedule, furniture, fixtures, and equipment and to meet the needs of our clients.

**Analysis:** The scope of service enables the contractor to provide the materials, labor, and equipment in the delivery of the mobile workforce unit. The mobile workforce unit will expand access for clients throughout the 13-county area to increase outreach and delivery of immediate workforce services in areas where a brick and motor WFC may not be readily available to participants. Additionally, it is expected the RV will expand the reach of services during times of emergencies and will be utilized during onsite job fairs by sponsored employers, which will increase participation, convenience, and access to the community at large.

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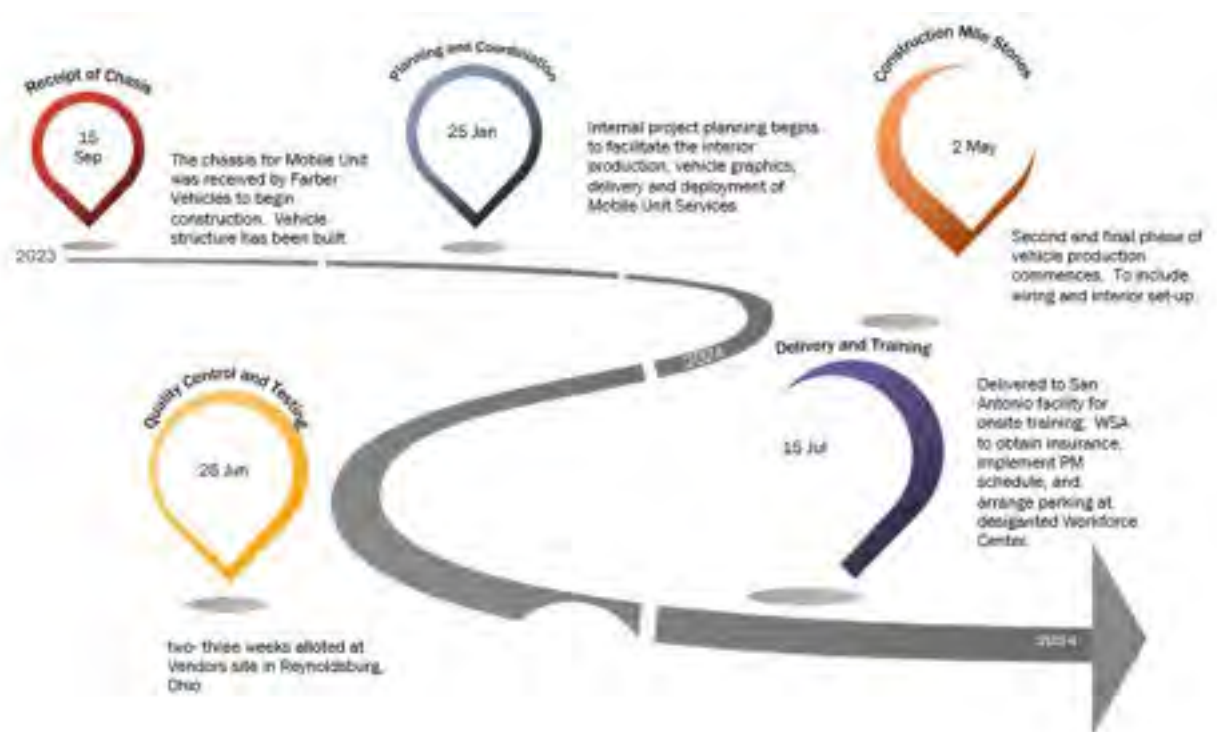
**Fiscal Impact:** The cost of this purchase is not expected to exceed \$505,039. It's anticipated that WSA will take delivery of the RV approximately on July 15, 2024.

**Recommendation:** There are no recommendations being proposed with this update.

**Alternatives:** None.

**Next Steps:** Board staff will continue to coordinate internally/externally on all final build-out requirements and provide further updates.

**Timeline:**





# Procurement & Contracts Management

Strategic Committee





# Procurement and Facilities Updates

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February 2, 2024

Jeremy Taub, CPPO

Director, Procurement and Contracts





# SMWVBE Update – PROCUREMENT DIVERSITY PROGRAM

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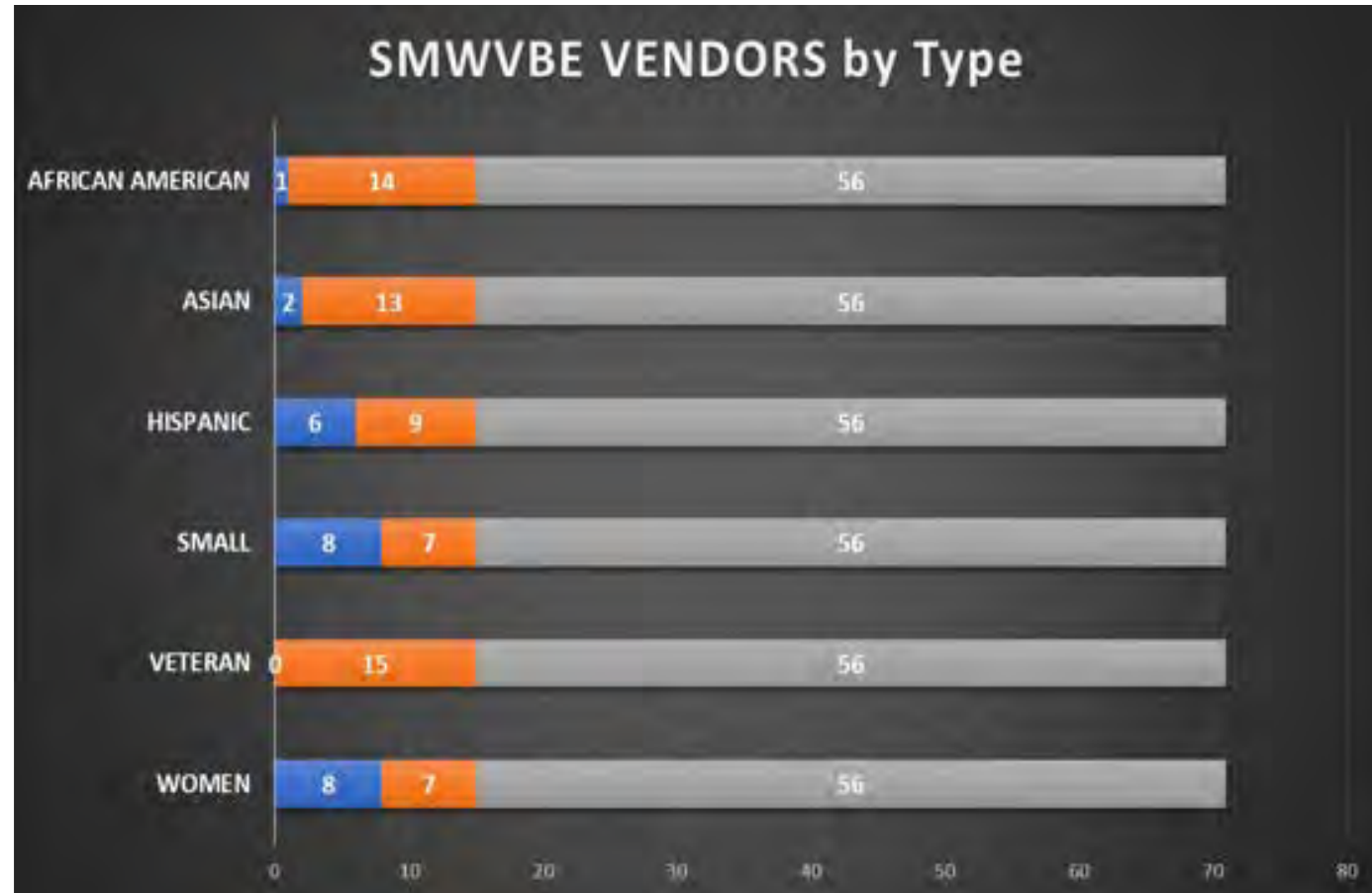
## Successful Highlights:

- Outreach to current vendors has increased the number of SMWVBE classifications, which resulted in expenditures to be at 18.80%.
- WSA has issued payments to approximately 86 vendors for the purchase of goods and services with 15 identifying as HUB.
- Attended Bexar County HUB Expo in December.
- Encouraging SMWVBE participation at pre-bid conferences; and promoting use of Electronic Purchasing Notices and Document Distribution System.
- Providing demographic information on the childcare providers received from the contractor (City of San Antonio).



# Total SMWVBE's By Classification

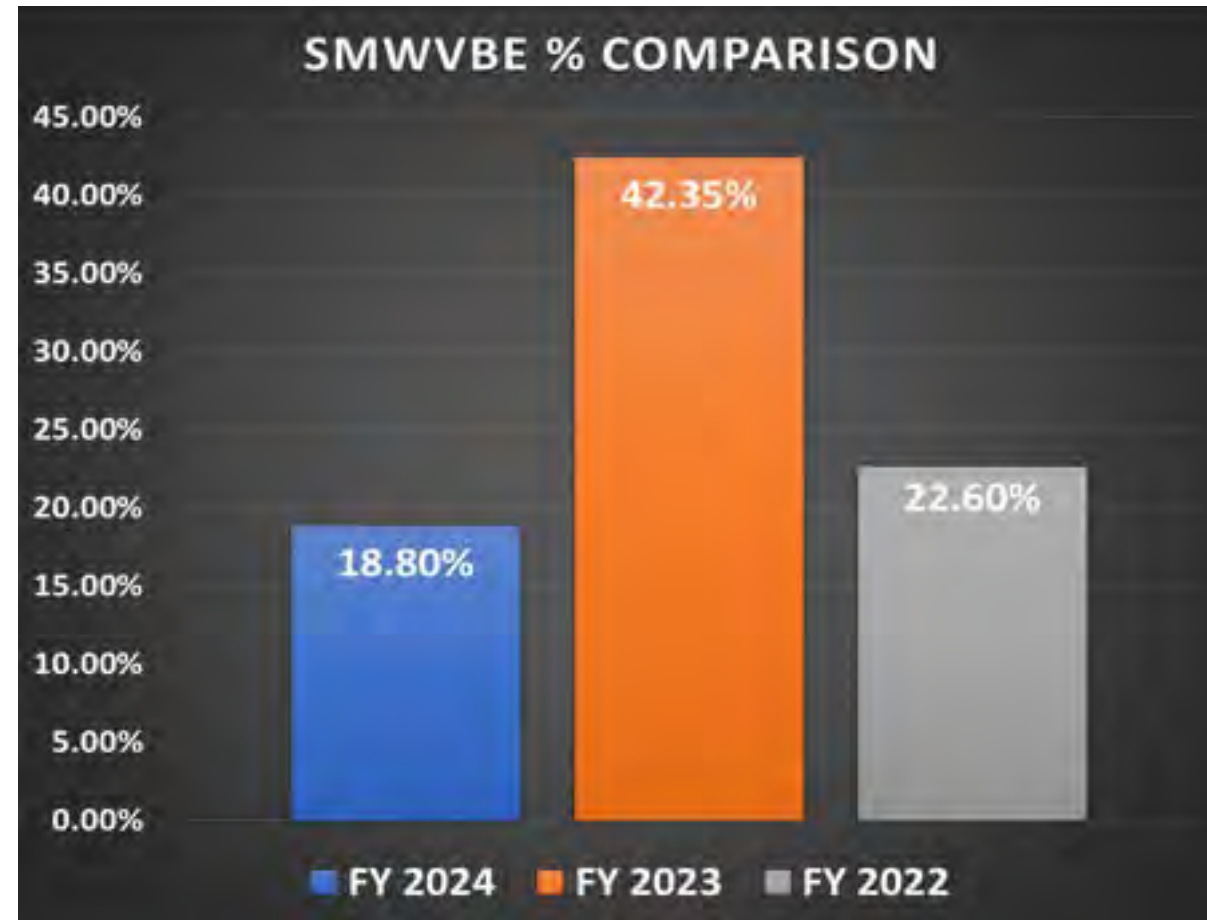
- 15 of 86 total vendors classified as SMWVBE
- Blue indicates number of vendors by classification
- Some vendors may be in multiple classifications
- Orange is the total SMWVBE vendors outside classification.
- Gray is the total vendors unclassified



# SMWVBE Percentage Expenditures by Fiscal Year



- As of November 30, 2023, WSA is at 18.80% of total expenditures.
- Fiscal year ending September 30, 2023, WSA was at 42.35% of total expenditures

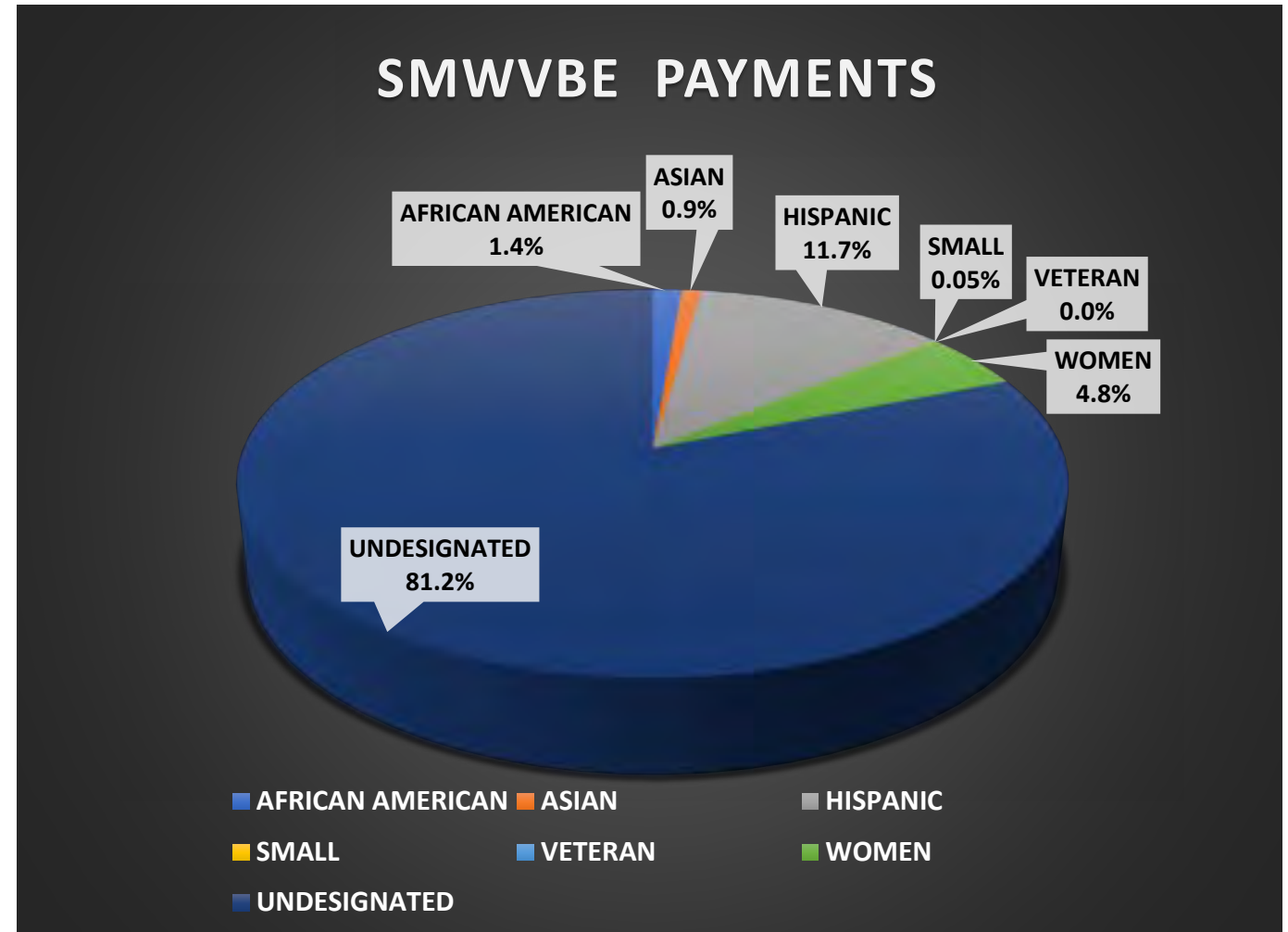


\*FY 2024 represents October and November only



# SMWVBE Percentage of Payments

SMWVBE STATUS	SMWVBE PAYMENTS	
AFRICAN AMERICAN	\$ 14,850.15	1.35%
ASIAN	9,868.66	0.90%
HISPANIC	128,676.20	11.71%
SMALL	512.00	0.05%
VETERAN	-	0.00%
WOMEN	52,569.47	4.79%
<b>TOTAL SMWVBE PAYMENTS</b>	<b>\$ 206,476.48</b>	<b>18.80%</b>
<b>TOTAL NON-DESIGNATION</b>	<b>\$ 891,931.52</b>	<b>81.20%</b>
<b>TOTAL CORPORATE EXPENDITUES</b>	<b>\$ 1,098,408.00</b>	<b>100.00%</b>



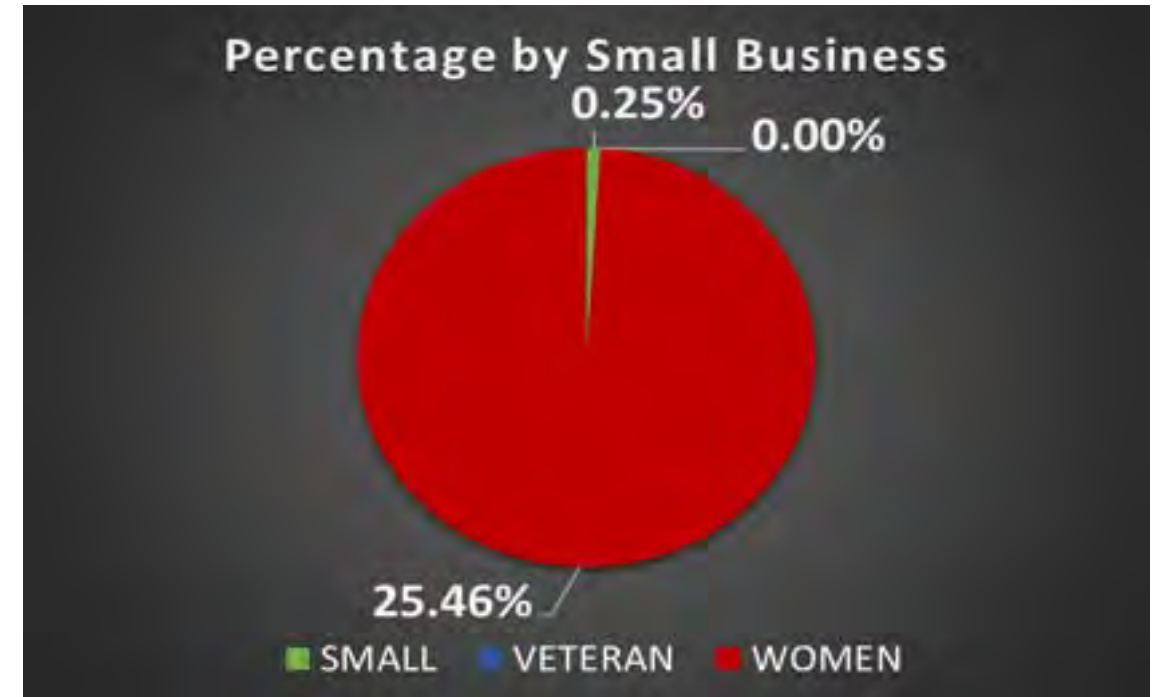
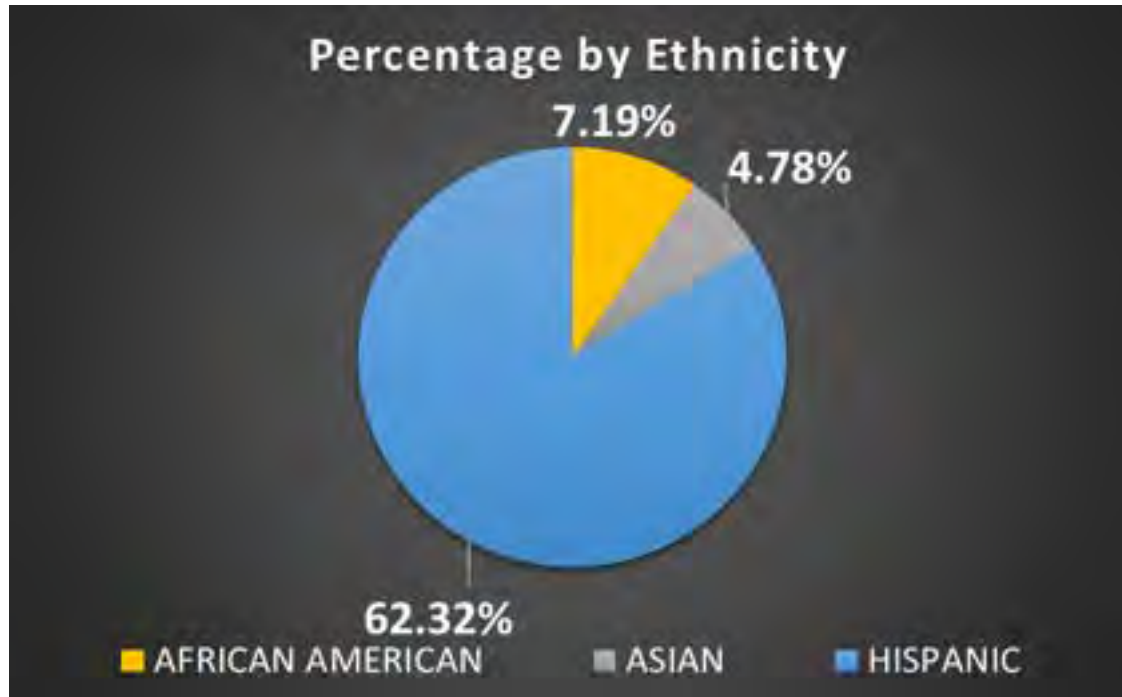


# SMWVBE Percentage By Ethnicity & Small Business



Ethnicity		
AFRICAN	7.19%	14,850.15
ASIAN	4.78%	9,868.66
HISPANIC	62.32%	128,676.20
<hr/>		
<b>TOTAL</b>	<b>74.29%</b>	<b>153,395.01</b>

Small Business		
SMALL	0.25%	512.00
VETERAN	0.00%	0.00
WOMEN	25.46%	52,569.47
<hr/>		
<b>TOTAL</b>	<b>25.71%</b>	<b>53,081.47</b>

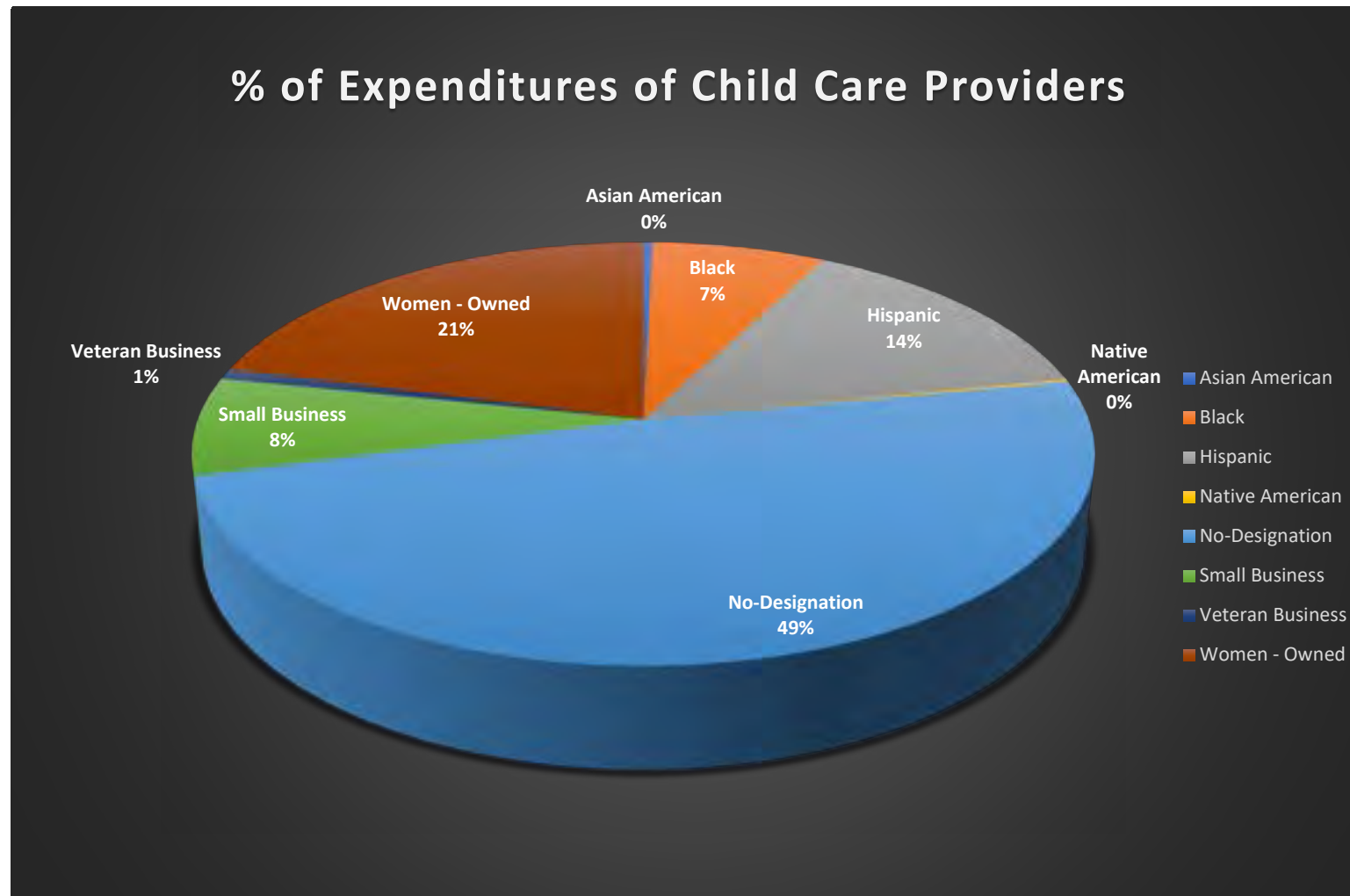


# SMWVBE Classification and Expenditures for Childcare Providers

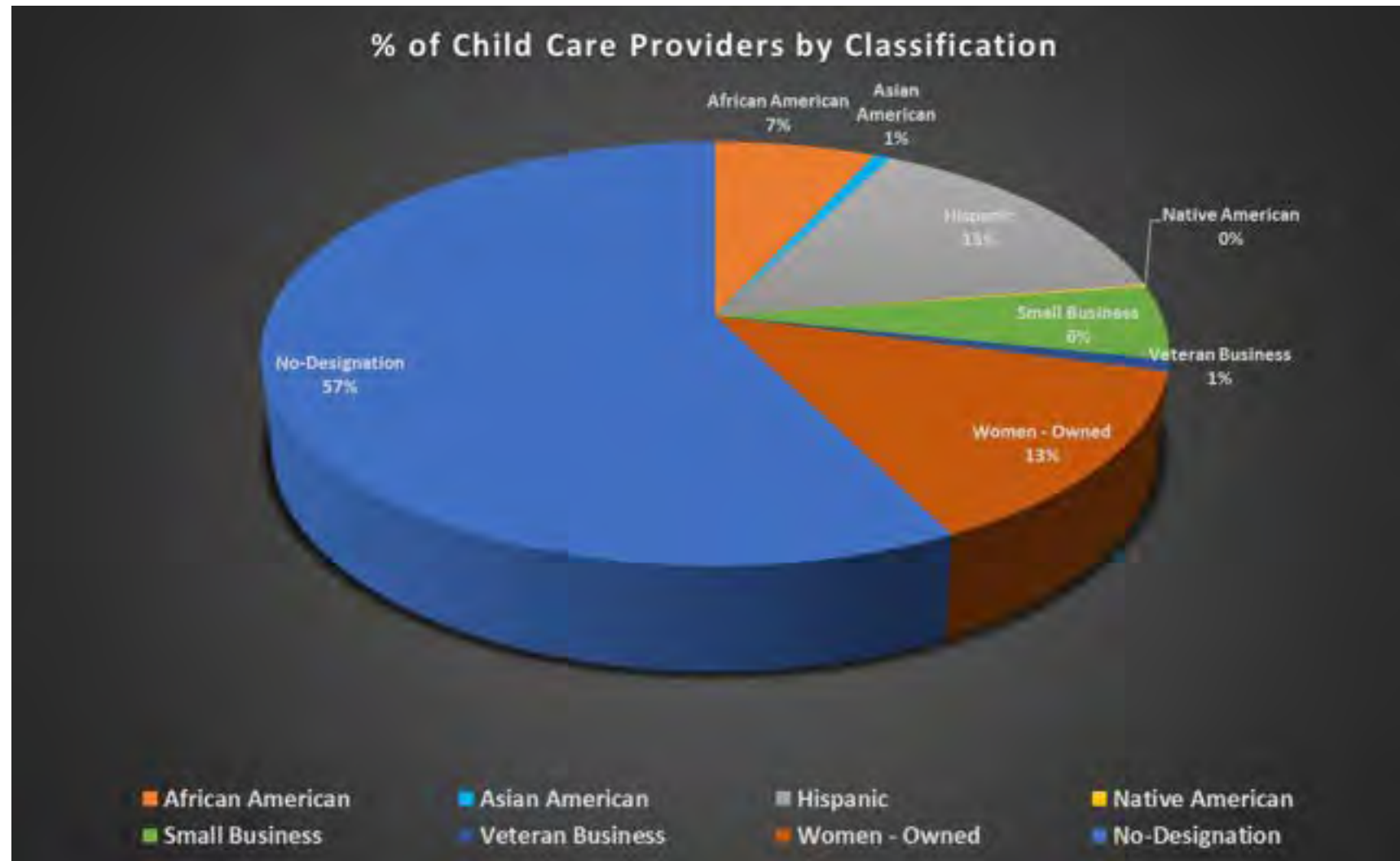


# of Providers by Classification		% of Expenditures by Classification		
African American	40	African American	7% \$	8,977,853.23
Asian American	4	Asian American	0% \$	477,973.70
Hispanic	88	Hispanic	14% \$	17,422,992.71
Native American	1	Native American	0% \$	218,309.38
Small Business	33	Small Business	7% \$	9,241,043.28
Veteran Business	5	Veteran Business	1% \$	1,016,349.18
Women - Owned	79	Women - Owned	21% \$	25,781,472.88
No-Designation	336	No-Designation	49% \$	60,111,005.51
<b>Grand Total</b>	<b>586</b>	<b>Grand Total</b>	<b>\$</b>	<b>123,246,999.87</b>

# Percent of Expenditures by SMWVBE Classification of Childcare Providers



# SMWVBE Classification of Child Care Providers





# New Facility Lease – Kerrville Workforce Center

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## **New Lease:**

- Existing 5,000 SQFT facility
- Lease expiring April 30, 2024
- New procurement completed in 2023

## **Financial:** Full-Service Lease

- Est. Monthly Rent - \$9,000 – \$9,900
- Est. Annually - \$108,000 – \$118,800

## **Next Steps:**

- Negotiate New Agreement
- Anticipated Contract Term: Initial term of five years with three (3) five-year renewals.



# Port San Antonio

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**Tentative Opening: May 2024**

**Construction Update:**

- Weekly progress meetings are being conducted.
- Construction remains on schedule and is at 65% completion.

**Financial:**

- Monthly Rent - \$28,365, with 5% annual escalation.



# Port San Antonio

