



AUDIT & FINANCE COMMITTEE

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
November 13, 2020
10:45 AM

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 meeting. Questions relating to these rules may be directed to Linda G. Martinez at (210) 581-1093.

To protect the health of the public and limit the potential spread of COVID 19 as directed by Governor of Texas, Bexar County and City of San Antonio, WSA will hold this meeting via videoconferencing. The meeting will be held in compliance with the suspended provisions of the Texas Open Meetings Act. For those members of the public that would like to participate, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Linda G. Martinez, (210) 581-1093.

I. CALL TO ORDER AND QUORUM DETERMINATION

Presenter: Mary Batch, Chair

II. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Mary Batch, Chair

III. PUBLIC COMMENT

Presenter: Mary Batch, Chair

IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES for 3 **MAY 29, 2020 AND JULY 24, 2020**

V. BRIEFING - PROCUREMENT 11

Presenter: LaVonia Horne-Williams, Director of Procurement

- a. Procurement Projects & Contracts Summary
- b. Floresville Location

VI. FISCAL UPDATE DISCUSSION AND POSSIBLE ACTION 38

Presenter: Louis Tatum, CFO

- a. Budget Amendment #1
- b. Financial Reports

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 Linda Martinez at (210) 581-1093 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).

VII. CEO Report

Presenter: Adrian Lopez, CEO

VIII. Chair Report

Presenter: Mary Batch, Chair

IX. Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may recess 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; and
- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo.

X. Adjournment

Presenter: Mary Batch, Chair



AUDIT & FINANCE COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 101
San Antonio, TX 78207
MAY 29, 2020
10:00AM

BOARD MEMBERS:

MARY BATCH, DAWN VERNON, MITCHELL SHANE DENN, LESLIE CANTU, POLO LEAL, JUAN SOLIS, III, RAVAE VILLAFRANCA-SHAFFER

WSA STAFF MEMBERS:

ADRIAN LOPEZ, MARK MILTON, LOUIS TATUM, LAVONIA HORNE-WILLIAMS, LINDA G. MARTINEZ, ANGELA BUSH, MANUAL UGUES, BARBETTA WOMACK, GABRIELA HORBACH, JOSHUA VILLELA, MICHAEL DEFREEZ, MELISSA SADLER-NITU, ROBERTO CORRAL, TONY MARTINEZ, RICARDO RAMIREZ

LEGAL:

FRANK BURNEY

PARTNERS:

POOJA TRAPATHI

GUESTS:

AUDITORS: MICHAEL DEL TORRO AND SCOT WOODLAND

AGENDA

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I. CALL TO ORDER AND QUORUM DETERMINATION

Presenter: Mary Batch, Chair

Time: 10:05am

II. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Mary Batch, Chair

No conflicts of interest

III. PUBLIC COMMENT

Presenter: Mary Batch, Chair

No public comments

IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES

- FEBRUARY 7, 2020

MOVED BY Leslie Cantu SECOND BY Shane Denn

V. BRIEFING – PROCUREMENT

Presenter: LaVonja Horne-Williams, Director Procurement

a. Procurement Projects & Contracts Summary

-Houston/Seguin: Interior completed. Demo permit rec. On schedule to proceed and expected completion is July 2020.

- Houston/Seguin: Exterior on schedule for completion in early August 2020.

-New Contracts/Renewals: Fiscal, Marketing, IT, Programs and other services.

-Moving services on an as needed basis instead of on retainer

-NEW: Call Center/HR Consulting and Robocall Services

Chairman: Requesting clarification on procurement purchase process & LaVonja explained difference between informal/formal process and amounts

VI DISCUSSION AND POSSIBLE ACTION

Presenter: Louis Tatum, CFO

a. 2018-2019 Audit

-Michael Del Toro: Reviewed balance sheet. Childcare makes up bulk of receivables. Increase in net assets. Breakdown of expenses and services.

-Reviewed lease information for offices

-Did not identify any weaknesses

MOVED BY Shane Denn SECOND BY Leslie Cantu

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b. Budget Amendment #3

- \$21m. in Childcare, Rapid Response.
- Reduce Summer Earn and Learn
- \$20m. increase.
- \$17m. went into contractors

MOVED BY Leslie Cantu SECOND BY Shane Denn

c. Financial Reports

- Grant 19CCQ expected to return approx. \$10,000 from award which expired 4/30/2020.
- Reviewed corporate expense report- no highlights or concerns

d. Check Policy Update

- Electronic Check signature process via Cabinet

MOVED BY Leslie Cantu SECOND BY Shane Denn

VIII. CEO Report

Presenter: Adrian Lopez, CEO

- Rec. \$1.3m. for disaster relief efforts.
- Funding 122 humanitarian aid positions at agencies such as SA Food Bank, SA Housing Authority, United Way, Health Collaborative, Rural agencies providing meals on wheels
- \$2mil. to dislocated workers. Upskill and retraining.
- \$17mil. to childcare funding aiding essential workers. 1800 out of 2800 enrollments. Cleaning supplies.
- Enhance assessment tools
- Discontinued Summer Earn & Learn, Teacher Externships and Youth Job Skills Grant (although was extended through 5/2020)

IX. Chair Report

Presenter: Mary Batch, Chair

- RECAP: Approved Audit Report, Budget Amendment #3, Electronic Signature

X. **Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may recess 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:**

- 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;**
- 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;**
- Pending or Contemplated Litigation; and**
- Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo.**

X. Adjournment

Presenter: Mary Batch, Chair

Time: 11:26am

MOVED BY Leslie Cantu SECOND BY Shane Denn

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AUDIT & FINANCE COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 101
San Antonio, TX 78207
July 24, 2020
10:00 AM

BOARD MEMBERS:

Mary Batch, Dawn Vernon, Yousef Kassim, Shane Denn, Leslie Cantu, Juan Solis III

WSA STAFF ATTENDEES:

Adrian Lopez, Linda Martinez, Louis Tatum, Ricardo Ramirez Angela Bush, Melissa Sadler-Nitu, Gabriela Horbach, LaVonia Horne-Williams, Mark Milton, Manuel Ugues, Elizabeth Eberhardt, Barebetta Womack, Michael DeFrees, Roberto Corral

LEGAL COUNSEL:

Frank Burney

PARTNERS:

Dave Meadows
Pooja Tripathi

AGENDA

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

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**You can also dial in using your phone.
United States (Toll Free): 1-415-655-0002**

Meeting Number & Access Code: 146 642 3780

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During the Public Comments portion of the meeting (Agenda Item 3), 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.

I. CALL TO ORDER AND QUORUM DETERMINATION

Presenter: Mary Batch, Chair

The meeting was called to order by: Mary Batch @ 10:16am

II. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Mary Batch, Chair

There was no conflict of interests declared.

III. PUBLIC COMMENT

Presenter: Mary Batch, Chair

There were no public comments.

IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES - May 29, 2020

Presenter: Mary Batch, Chair

All in agreement to table previous minute discussion until next meeting.
Approved: 1st Leslie Cantu 2nd Dawn Vernon

V. BRIEFING – PROCUREMENT

Presenter: LaVonja Horne-Williams,
Director Procurement a. Procurement
Projects & Contracts Summary

Renovation:

-E. Houston: Looking to have people in by August 2020. Flooring and painting complete. Moving furniture in by first week of August.

-Sequin: Spoke with contractors about all building needs- need people in by September

-Contract Amendments: SERCO/C2/UTSA/city projects

VI. DISCUSSION AND POSSIBLE ACTION

Presenter: Louis Tatum,
CFO

- a. Financial Reports
Corporate -55%
Board Facilities 57%

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General Office - 44%
Professional Services – 46%
Total Expenses: 52.94%
-Personnel is bulk of expenses
-Visit recommendations for organizational review and fill some vacancies
-Non-returned salary monies is re-allocated to grants
-Adult, dislocated worker, youth & rapid response grants closed as of June 30th 2020. All dollars were expended. TWC granted additional \$50,000 and was used for rapid response.
-New Grants: COVID \$306K, Dislocated Worker \$1.3M, Skills Development \$287K as of May 2020.
-Oct 1-May 31, \$73M spent.

b. Annual Budget Approval

-TWC Commissioners are meeting July 28th to provide final allocation amounts for programs such as TANF, SNAP, Child Care and then they can be plugged into budget.
-County and City dollars are critical during this time to offset costs.
-FTE's are 0.5 difference between proposed budget and last year's budget
-Increase in salary budget by \$17,608
-Fringe Benefits: Health benefits comes up for renewal in December- budgeting for increase
-Budgeting less for legal
-Budgeting more for professional services for items such as website maintenance
-Overall increase at about \$228,655 or 4%
-Facility decrease of about \$427,576; Data Point, Seguin & E. Houston
-Increase for contractors

-Asking to adopt a proposed budget of \$105,204,174.58

Board Budget:	\$5,996,364.00
Facilities:	\$4,550,200.22
Projects:	\$1,033,936.00
Contractors:	\$91,372,187.05
Reserved/Unobligated:	\$2,251,402.00

-One-time merit increase for employees

Approved: 1st Shane Denn 2nd: Yousef Kassim. Motion carried.

VII. CEO Report

Presenter: Adrian Lopez, CEO

a. Summary Budget Presentation

-Requested staff to answer departmental questions (challenges, goals, accomplishments, budgets requests, other ideas for fiscal year)

-DEPTS:

HR- Completed organizational review & flow chart, updated handbook and evals.

Data- Produced 30+ reports, utilized data to articulate affects of COVID on unemployment and local economy, ongoing development of sector-based model for workforce development.

Procurement- Reviewed, approved and processed more than 150 purchase requests, executed 2 of 6 MOAs for Kiosk project, managed facility renovations for Seguin and E. Houston WFCs

Fiscal- WSA has issued a clean audit and is no longer a high risk auditee, passed Dept. of Labor Review with no findings, track record of timely and accurate financial reporting with new funding

IT- Successfully transitioned IT services to Datapoint. Successfully transitioned all contractor board and TWC staff to provide remote services. Successfully installed WIFI in 10 of 16 Career Center parking lots.

Quality Assurance- WSA maintained minimal if any disallowed or questioned costs (e.g. high levels of compliance). Received a clear monitoring audit from the Department of Labor (DOL)

-Secured \$105,272 in Workforce Commission Initiatives funding to support delivery of services to workers and employers

1. Red, White & You! Job Fair

2. Child Care Quality Conference

3. Texas Veterans Leadership Program

4. Foster Care Youth Conference

5. Career Pathways

-First ever Hire Event held at Morgan's Wonderland conducted for students and individuals with disabilities. 25 Employers were present along with 165 students.

-2nd highest in essential worker enrollment for Child Care in Texas

VIII Chair Report

Presenter: Mary Batch, Chair

IX. Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may recess 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:

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- c. Pending or Contemplated Litigation; and**
- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo.**

No items were discussed or considered under Executive Session.

X. Adjournment

Presenter: Mary Batch, Chair

Meeting adjourned @ 11:04am 1st: Yousef Kassim 2nd: Dawn Vernon

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MEMORANDUM

To: Audit & Finance Committee

From: Adrian Lopez, WSA CEO

Presented by: LaVonnia Horne-Williams, Procurement & Contracts Director

Date: **November 13, 2020**

Subject: **Procurement Projects and Contracts Summary**

Summary: Workforce Solutions Alamo (WSA) issues Request for Qualifications (RFQ), Request for Proposals (RFP), and Request for Quotes (RFQ) to acquire services and goods. Procurements are conducted in a manner which provides for full, open and free competition. The procurement of all goods and services for WSA is governed by the requirements and specifications outlined in the Texas Workforce Commission (TWC) Financial Manual for Grants and Contracts, Chapter 14, Office of Management and Budget's "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (Uniform Guidance (UG)) which is codified at Title 2, Part 200 of the Code of Federal Regulations (2 CFR part 200) and the Uniform Grant Management Standards (UGMS), Part III, Chapter 783 Texas Government Code.

Analysis: As an entity supported by public funds, WSA has a legal obligation to spend public funds wisely and prudently, to act in the public interest, to be transparent in its actions, and be accountable to the public. As the Director of Procurement and Contracting, the goal of my team is to ensure our department reviews all requests for purchases of goods, services, equipment, software, hardware, and subscriptions for best value.

Currently we have one renovation project completed and one renovation project underway. The East Houston workforce center location was completed in September. The Seguin Workforce Center will be completed by late November. The Seguin workforce center was relocated from 1500 E. Court Street to 1411 E. Court Street. As we plan for the re-opening of both workforce centers, we have procured all the necessary PPE and will coordinate installation at both workforce centers.

Our lease for the Floresville Workforce Center is due to expire on December 31, 2020. We have engaged our commercial real estate agent to conduct a market study to

determine next steps. Our lease for the Marbach Workforce Center is due to expire May 31, 2021. We plan to begin the market study for this location next month.

Location	Budget	Spent	Remaining
E. Houston Renovation	\$268,000.00	\$199,350.00	\$68,650.00
		<ul style="list-style-type: none"> Furniture- \$174,000.00 Cubicle Signage- \$1,100.00 Exterior Signage- \$2,300.00 Access Control- \$8,700.00 ADA Doors- \$9,500.00 Appliances (Microwave, Keurig System, Refrigerator)- \$1,500.00 Water Fountain Bottle Filler- \$1,450.00 Storage/delivery fees- \$800.00 	<ul style="list-style-type: none"> IT pending
Seguin Renovation	\$175,000.00	\$140,136.87	\$34,863.13
		<ul style="list-style-type: none"> Furniture-\$109,546.87 Electrical-\$1200.00/ Delivery/Install/Design- \$14,890.00 ADA Doors- \$6,500.00 Cubicle Signage- \$1,100.00 Bathroom revisions- \$4,900.00 Cleaning/Repairs old facility- \$300.00 Front Office window tinting- pending Storage and delivery fees- \$1700.00 	<ul style="list-style-type: none"> IT pending

We have the following executed contracts, agreements, extensions and amendments for services:

- Wireless Services all WFCs
- Call Center Services Agreement
- KGBTexas Act Now Agreement
- KGBTexas WSA Outreach/Marketing Services Renewal
- SA Trainers- Extension & Renewal
- New Foundation Educational Consultants – Extension & Renewal
- Christine Nguyen – Fiscal Monitoring Contract Extension
- ATEAMS- Amendment
- Cabinet Software Renewal
- Cares Program Procurements
- Adult Services Contract Renewal
- Adult Services - Amendment - Military Spousal Support
- Urban Youth Services Contract Renewal
- Rural Youth Services Contract Renewal
- Fiscal Monitoring RFP
- Childcare Quality RFP
- Data Analyst RFQ
- Local Plan Consultant RFQ

We are seeking to add a procurement software called Bonfire. Bonfire is a strategic sourcing platform. that eliminates the manual work and empowers more impactful bid and RFP decisions, elevating procurement teams from administrators to strategic advisors. Best features include: offers our Procurement department a streamlined, standardized process with the ability to run all bids and RFPs online; reporting and analytics to identify bottlenecks throughout the procurement process; builds a vendor database; and track no bids and reasons why a vendor is not bidding.

Alternatives: N/A

Fiscal Impact: \$24,500 (\$15,000 annually for Procurement software and \$9,500 annually for Contract Management add-on software)

Recommendation: Continuing current course of action to complete center renovations on time and on budget. Utilize procurement technology and software to create workflow efficiencies.

Next Steps: Attending weekly progress meetings and providing guidance to ensure the critical path timeline of all parallel tasks and jobs in sequence are met so that our center reopen as scheduled. Working with department staff to create process flows that get contracts, renewals and amendments completed timely.

Procurement Department

Contracts and Procurement

November 13, 2020



AmericanJobCenter®



Current Procurements

- Wireless Services all WFCs
- Call Center Services Agreement
- KGBTexas Act Now Agreement
- SA Trainers- Extension & Renewal
- New Foundation Educational Consultants – Extension & Renewal
- Christine Nguyen – Fiscal Monitoring Contract Extension
- ATEAMS- Amendment
- Cabinet Software Renewal
- Cares Program Procurements



Pending Procurements

- Adult Services Contract Renewal
- Adult Services - Amendment - Military Spousal Support
- Urban Youth Services Contract Renewal
- Rural Youth Services Contract Renewal
- Fiscal Monitoring RFP
- Childcare Quality RFP
- Data Analyst RFQ
- Local Plan Consultant RFP





East Houston Renovation Completed



**4535 East Houston
Bike Racks!**













Seguin Renovation Schedule

Interior Renovation Updates

Contractor is currently painting and finishing flooring. Furniture installer will begin installation on Monday, November 9, 2020. Project was delayed due to plumbing issues that required additional trenching and inspections. Currently, the project is scheduled to complete in late November.













Floresville WFC Relocation

Market Research

Currently, our commercial agent is conducting research to locate available office space in Floresville. They will proceed with the property survey and gathering input from WSA on current sentiments about operating out of the current Floresville office.





1311 3rd St
Floresville, TX 78114 - Wilson County Submarket



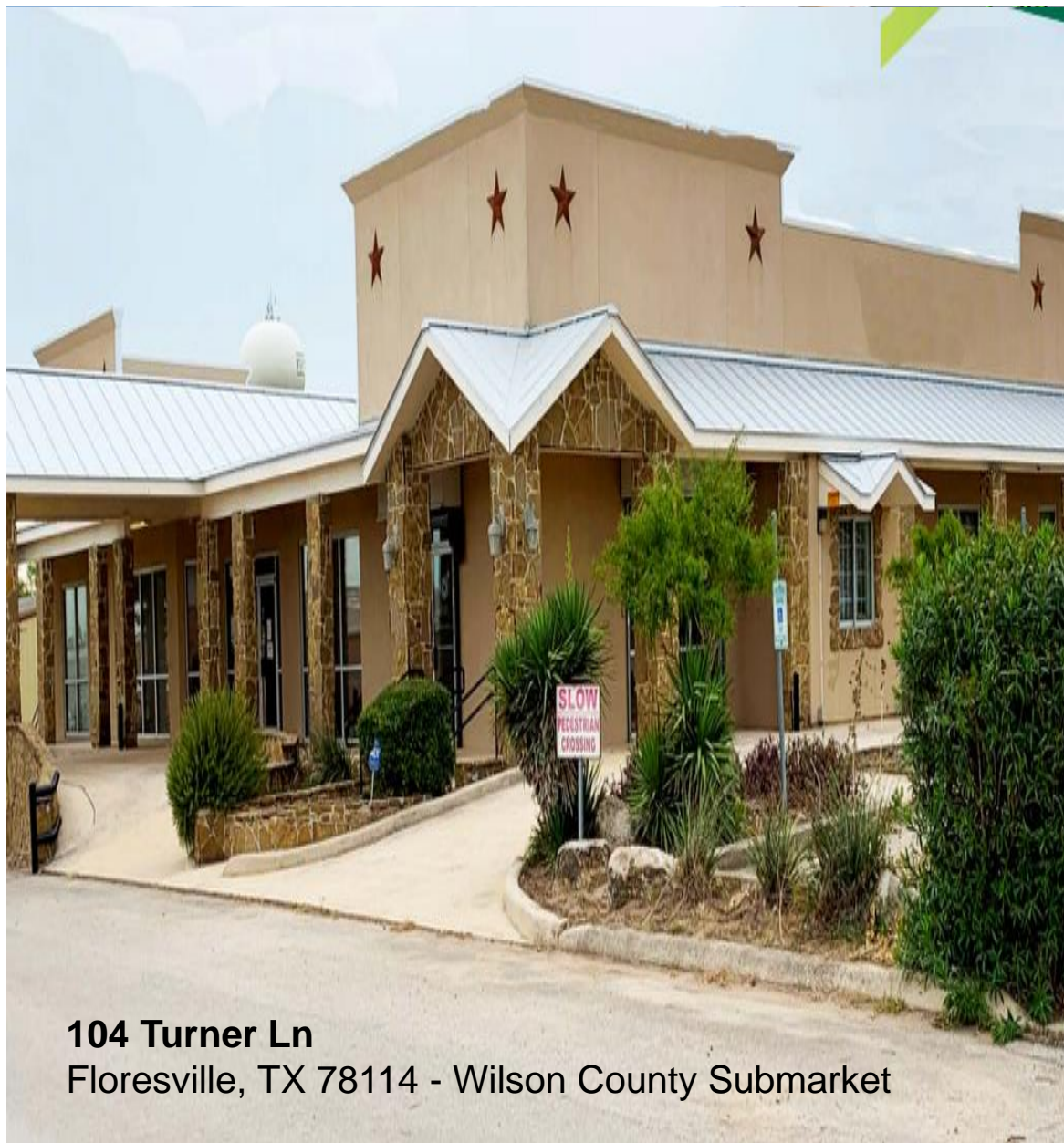
602 10th St
Floresville, TX 78114 - Wilson County Submarket



935 10th St
Floresville, TX 78114 - Wilson County Submarket



1705 10th St
Floresville, TX 78114 - Wilson County Submarket



104 Turner Ln
Floresville, TX 78114 - Wilson County Submarket



558 US Highway 181
Floresville, TX 78114 - Wilson County Submarket

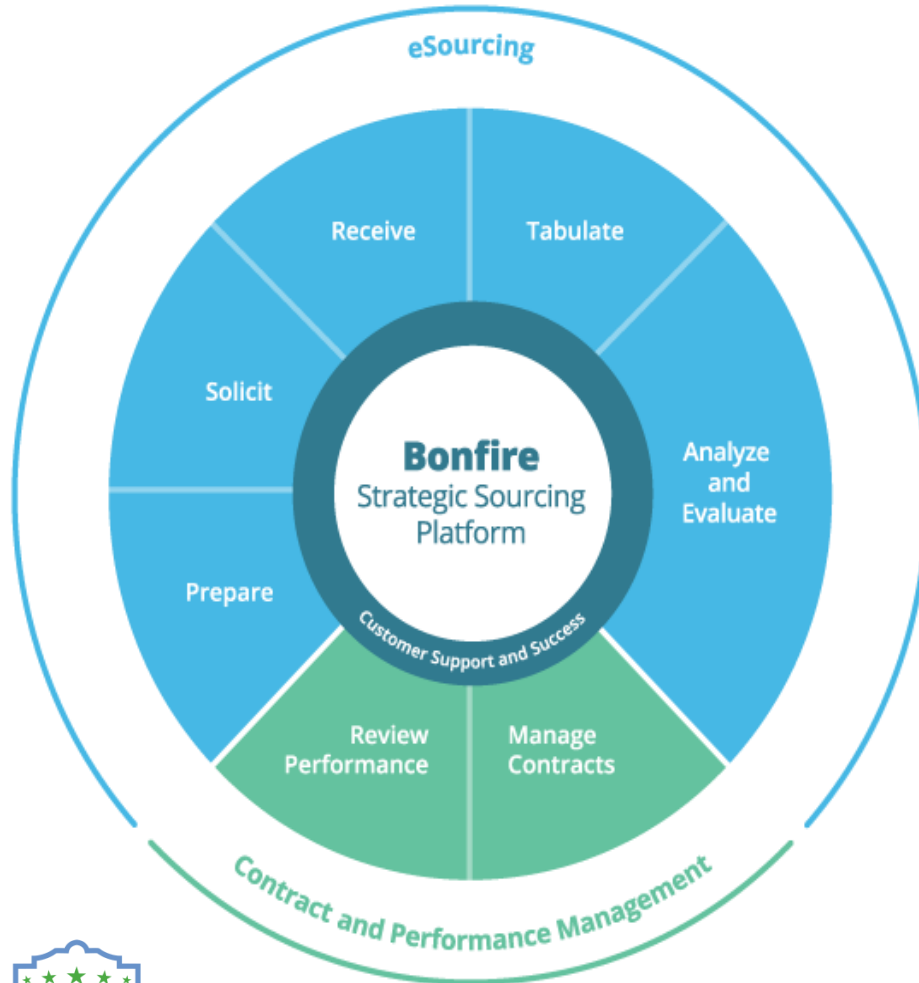
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Procurement Software- Bonfire



WSA with Bonfire



Streamlined, standardized process with ability to run all bids and RFPs online



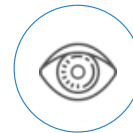
Easily post and receive proposals electronically, increasing vendor response and engagement



Evaluate and analyze bids/RFPs online, providing real time insight into progress of evaluations



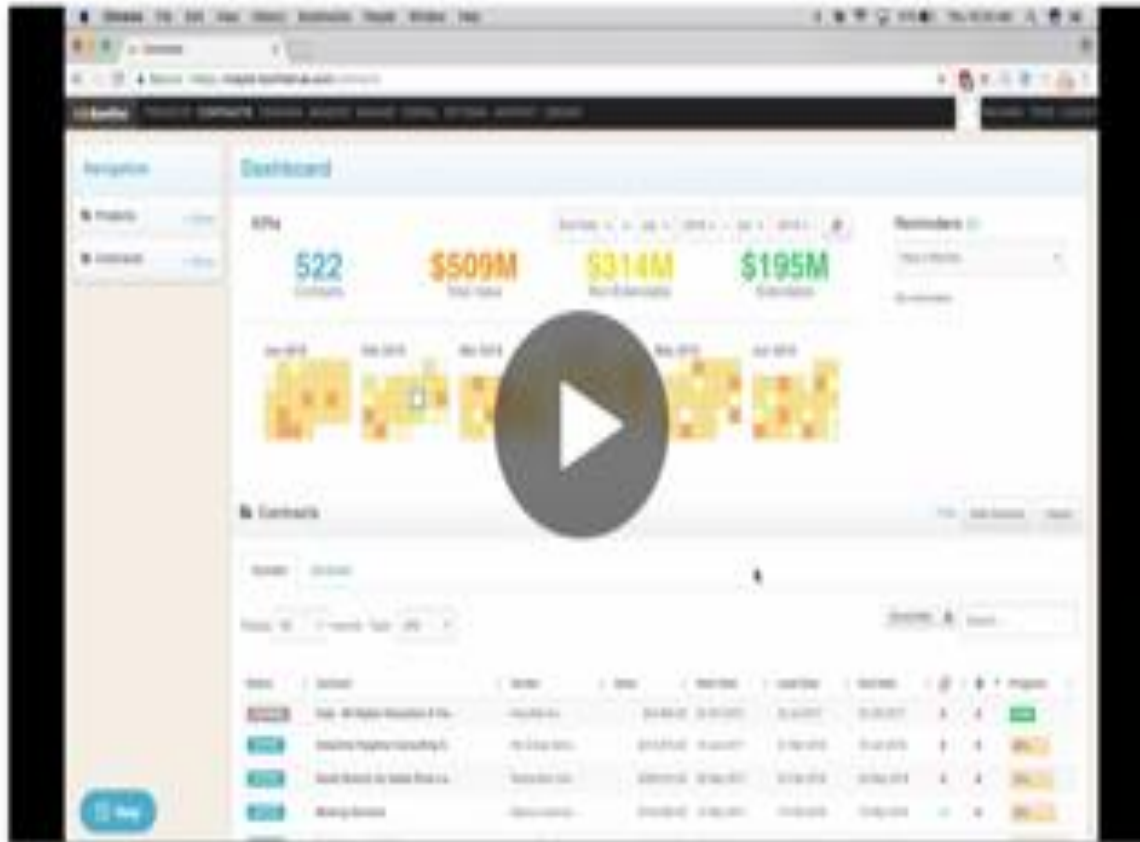
Reporting and analytics to identify bottlenecks in throughout process



One-click export of reports for public records outlining audit chain



Bonfire: Contract Management Preview



Annual Pricing Includes

- Dedicated Customer Success Manager
- Unlimited training and support for vendors, evaluators, buyers by phone, chat, email
- No charge for implementation
- No additional charges



Video: Contract Management



Questions?



AmericanJobCenter®



MEMORANDUM

To: Audit and Finance Committee

From: Louis Tatum, CFO

Presented by: Louis Tatum, CFO

Regarding: FY20 Budget Amendment #1

SUMMARY: WSA adopted a budget for the Fiscal Year October 1, 2020 to September 30, 2021, based on estimates of carryover funds and availability of funding in FY21.

An analysis of these estimates has been performed, and we are recommending adopting certain adjustments to more accurately reflect the FY21 budget, based on current information. The revised budget consists of estimates that will be reconciled as actual funding becomes available. These estimates include projections of carryover funds for programs that have not yet closed and funding that will become available in July of 2021.

STAFF RECOMMENDATION: Discussion and Possible Action to approve to increase the Fiscal Year Budget by \$25,271,885. This change will increase the agency budget from \$105,121,499 to \$130,339,884.

FINANCIAL IMPACT: Modifying the budget to accurately reflect actual funding will allow the board to appropriately monitor budgets, proactively align procurements with the delivery of services, and oversee activities which will ensure funding is utilized in a reasonable and necessary manner that aligns with contractual objectives.

ATTACHMENTS: Amendment #1

The modified budgets are a result of subrecipient recaptures of funds from FY20 contracts, and additional programs that has been provided by primary funding sources. A detailed amendment will be forthcoming when final contractor closeouts are fully reconciled, by adopting this amendment it will allow the board flexibility that is necessary to properly manage funding.,

Additional details for the amendment are outlined in the attached Entity Budget, and Line Item Budget Detail. These following changes have been encompassed into the budged amendment to allow for seamless delivery of services.

Corporate Expenditures: Budget Increase of \$260,000

Personnel \$135,000: The increase in personnel cost include the reconciliation of actual salaries to the proposed budget for new hires, fully fund the CARES Accountant through the extension of the program (9/30/21), and transition a marketing position from a contracted service to a full-time employee.

Software \$20,000: Purchase procurement software for the efficient management of contracts and agreements.

Marketing \$30,000: Increase in external to marketing to provide guidance and support to Workforce Solutions Public Relations and Marketing team.

Professional Services \$75,000: Increase temporary staffing budget by \$75,000.

Facility and Infrastructure: Budget Increase of \$750,000

Equipment & Software: \$500,000 Budget for Information Technology and Security upgrades

Facilities Reserve: \$250,000 for facilities reserve in the event of unforeseen circumstances related to the relocation of the Marbach location in May of 2021.

Projects: Budget Increase of \$376,152

Budgeted additional funding that may related to the local plan, strategic goals and objectives that align with the mission of the organization in the 13-County Alamo Region.

Services Delivery Budget: Budget Increase by \$18,539,858

The following table summarizes the service delivery budget by functional program. Additional details by fund are shown in the attached line item budget.

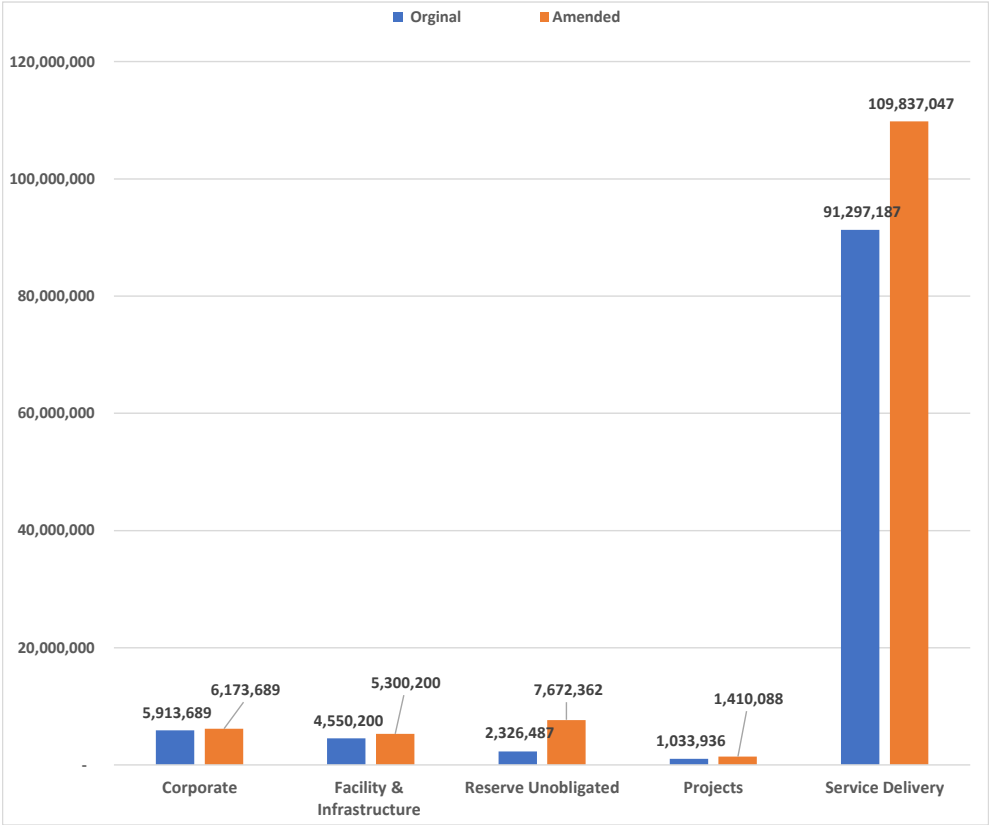
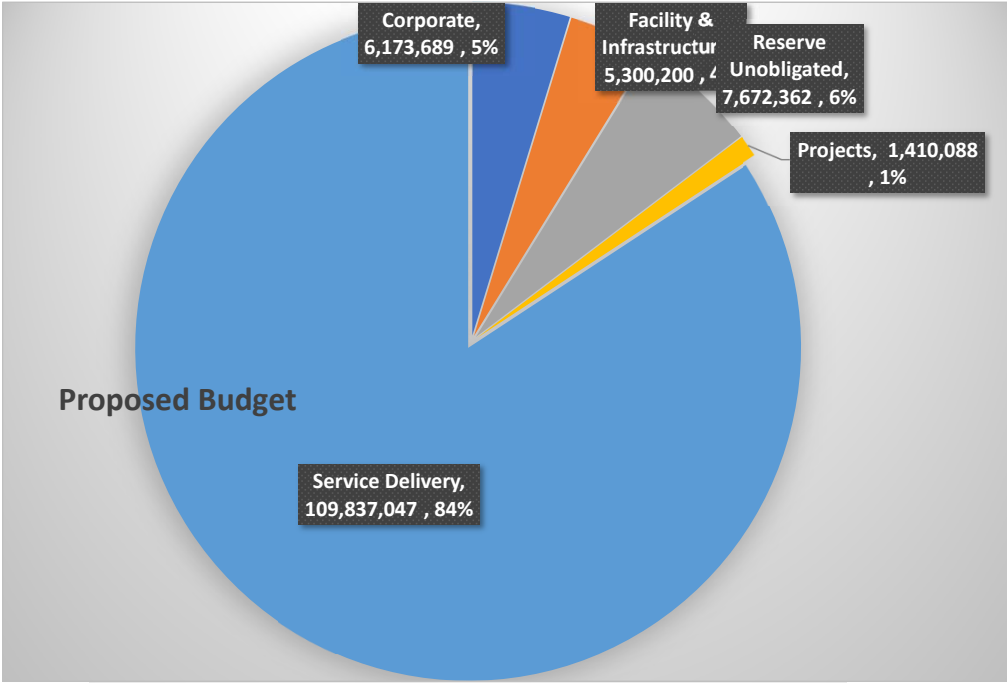
Workforce Solutions Alamo
Board Fiscal Year October 1, 2020 - September 30, 2021
Budget Amendment #1

	A	B	C
	Annual Budget 2020-2021	Budget Amended #1	Amended Budget 2020- 2021
PERSONNEL			
Salaries/Wages	\$ 3,126,213	\$ 105,000	\$ 3,231,213
Fringe Benefits	1,003,476	30,000	1,033,476
Staff Travel	35,000		35,000
Staff Training/Development	30,000		30,000
PERSONNEL SUBTOTAL:	\$ 4,194,688	\$ 135,000	\$ 4,329,688
FACILITY			
Rent	\$ 325,000		\$ 325,000
Building Out/Moving Expenses			
FACILITY SUBTOTAL:	\$ 325,000	\$ -	\$ 325,000
EQUIPMENT/RELATED COSTS			
Equipment Purchases	\$ 30,000		\$ 30,000
Equipment Rental	20,000		20,000
Repair & Maintenance-Equipment	2,000		2,000
Software Licenses	10,000	20,000	30,000
Software Maintenance & Support	40,000		40,000
EQUIPMENT/RELATED COSTS SUBTOTAL:	\$ 102,000	\$ 20,000	\$ 122,000
GENERAL OFFICE EXPENSES			
Communications	\$ 55,000		\$ 55,000
Advertising	5,000		5,000
Insurance	235,000		235,000
Office Supplies	30,000		30,000
Postage/Shipping/Other	4,000		4,000
Printing, Binding & Reproduction	10,500		10,500
Publications & Subscriptions	5,500		5,500
Dues	25,000		25,000
Storage	12,000		12,000
Marketing (External)	50,000	30,000	80,000
Miscellaneous Costs	5,000		5,000
Non Federal	50,000		50,000
GENERAL OFFICE EXP SUBTOTAL:	\$ 487,000	\$ 30,000	\$ 517,000
PROFESSIONAL SERVICES			
Legal-General Corporate Matters	\$ 90,000		\$ 90,000
Legal-Other Corporate Matters	30,000		30,000
Audit	80,000		80,000
Monitoring (Contractor)	290,000		290,000
Professional Services	225,000	75,000	300,000
Payroll Fees	55,000		55,000
PROFESSIONAL SERVICES SUBTOTAL:	\$ 770,000	\$ 75,000	\$ 845,000
BOARD EXPENSES			
Board Member Travel	\$ 8,000		\$ 8,000
Board Member Training/Development	7,000		7,000
Board Meetings/Misc.	20,000		20,000
BOARD EXPENSES SUBTOTAL:	\$ 35,000	\$ -	\$ 35,000
TOTAL WSA CORPORATE BUDGET	\$ 5,913,689	\$ 260,000	\$ 6,173,689

Workforce Solutions Alamo
Board Fiscal Year October 1, 2020 - September 30, 2021
Budget Amendment #1

	A	B	C
	Annual	Budget	Amended
	Budget	Amended #1	Budget 2020-
	2020-2021		2021
SUMMARY:			
Personnel	\$ 4,194,688	\$ 135,000	\$ 4,329,688
Facility	325,000	-	325,000
Equipment/Related Costs	102,000	20,000	122,000
General Office Expenses	487,000	30,000	517,000
Professional Services	770,000	75,000	845,000
Board Expenses	35,000	-	35,000
			\$ -
TOTAL WSA CORPORATE BUDGET	\$ 5,913,689	\$ 260,000	\$ 6,173,689
FACILITY & INFRASTRUCTURE BUDGET			
Facility Related Occupancy	\$ 3,080,207		\$ 3,080,207
Equipment Related	236,374	250,000	486,374
Rental of Equipment	214,209		214,209
Software Related	195,610	250,000	445,610
Communications	317,084		317,084
General Office	106,716		106,716
Travel Mileage			-
Other	150,000		150,000
Reserve facility	250,000	250,000	500,000
TOTAL FACILITY & INFRASTRUCTURE BUDGET	\$ 4,550,200	\$ 750,000	\$ 5,300,200
RESERVE UNOBLIGATED	\$ 2,326,487	\$ 5,345,875	\$ 7,672,362
PROJECTS	\$ 1,033,936	\$ 376,152	\$ 1,410,088
SERVICE DELIVERY BUDGET			
WIOA ADULT	\$ 2,175,309	\$ 518,253	\$ 2,693,562
WIOA DISLOCATED	2,959,385	802,073	3,761,458
WIOA YOUTH	2,236,919	64,352	2,301,271
WIOA RAPID RESPONSE	50,000	(23,710)	26,290
TANF	4,084,632	1,285,147	5,369,779
SNAP E&T	1,248,798	340,546	1,589,344
NON CUSTODIAL PARENT	399,492	(21,914)	377,578
CHILD CARE CCF	52,946,968	7,789,839	60,736,807
CHILD CARE CCM	6,099,175	1,145,399	7,244,574
CHILD CARE CCPICCC	5,093,590	3,787,707	8,881,297
TRADE ACT SERVICES	470,000	(250,974)	219,026
EMPLOYMENT SERVICES		496,183	496,183
CCQ QUALITY	1,745,012	550,737	2,295,749
REEMPLOYMENT SERVICES	370,512	7,481	377,993
MILITARY FAMILY SUPPORT	222,630	(213,437)	9,193
INFRA SUPPORT VR	-	89,190	89,190
VR Summer and Earn	750,000	(95,000)	655,000
WORKFORCE Innovation	-	28,000	28,000
YOUTH JOB SKILL INITIATIVE	200,000	9,642	209,642
National Dislocated Workers	-	2,887,109	2,887,109
TWC DOL COVID 19	312,113	(242,113)	70,000
Skills Development	125,000	161,000	286,000
City Project	4,903,826	(287,826)	4,616,002
County Project	4,903,826	(287,826)	4,616,000
ALAMO COLLEGE			-
SERVICE DELIVERY BUDGET	\$ 91,297,187	\$ 18,539,858	\$ 109,837,047
TOTAL	\$ 105,121,499	\$ 25,271,885	\$ 130,393,386

Workforce Solutions Alamo
Board Fiscal Year October 1, 2020 - September 30, 2021
Budget Amendment #1



WORFORCE SOLUTIONS ALAMO
BUDGET AND ALLOCATIONS
ENTITY BUDGET AMENDMENT #1
OCTOBER 01, 2020 - SEPTEMBER 30, 2021

	REVENUE			EXPENDITURES				
Funding Source	Annual Budget Original 2020 2021	Annual Budget Amended 2020 2021	Budget Change	Board	Facilities	Other	Contractor	Reserve
WIOA ADULT	\$ 3,028,048	\$ 3,707,405	\$ 679,357	\$ 480,000	\$ 360,000		\$ 2,693,562	\$ 173,843
WIOA DISLOCATED	4,119,489	5,295,056	1,175,567	600,000	480,000		3,761,458	453,597
WIOA YOUTH	3,266,806	3,331,157	64,351	643,871	386,015		2,301,271	
WIOA RAPID RESPONSE	50,000	26,290	(23,710)				26,290	
TANF	6,169,544	6,809,779	640,235	720,000	720,000		5,369,779	
SNAP E&T	1,886,220	2,009,344	123,124	180,000	240,000		1,589,344	
NON CUSTODIAL PARENT	437,578	437,578	-	42,000	18,000		377,578	
CHILD CARE CCF	56,719,749	66,209,702	9,489,953	2,108,328	674,140		60,736,807	2,690,427
CHILD CARE CCM	7,099,175	9,725,977	2,626,802				7,244,574	2,481,403
CHILD CARE CCP	5,393,590	9,181,297	3,787,707	300,000			8,881,297	
TRADE ACT SERVICES	470,000	232,642	(237,358)		13,616		219,026	
EMPLOYMENT SERVICES	626,430	635,893	9,464	18,000	495,000			122,893
EMPLOYMENT SERVICES		815,905	815,905	6,000	165,000		496,183	148,722
RESOURCE ADMIN GRANT	11,081	11,857	776		11,857			
VETERANS EMPLOYMENT SERVICE	284,084	284,084	-	12,000	272,084			
CHILD CARE ATTENDANCE AUTOMATION	361,164	361,164	-			361,164		
CCQ QUALITY	1,928,905	2,699,642	770,737	20,000	108,893	275,000	2,295,749	
WORK COMMISSION INITIATIVES	105,272	52,532	(52,740)	27,532		25,000		
WORK COMMISSION INITIATIVES Prior		75,445	75,445	4,000	20,455	50,990		
REEMPLOYMENT	490,000	674,517	184,517	24,958	94,530		377,992	177,036
MILITARY	222,630	10,693	(211,937)		1,500		9,193	
STUDENT HIREABILITY NAVIAGATOR	200,000	200,000	-	200,000				
INFRA SUPPORT VR	376,734	673,972	297,238		584,782		89,190	
SUMMER EARN & LEARN	900,000	900,000	-	50,000	50,000	145,000	655,000	
WORKFORCE Innovation and Opportunity Acct Alternative Funding for Statewide Activities	150,000	328,914	178,914			300,914	28,000	
Non Federal	50,000	50,000	-	50,000				
Youth Job Skills	200,000	209,642	9,642				209,642	
2020NDW001	450,000	4,613,080	4,163,080	207,000	94,530		2,887,109	1,424,441
2020COV001	-	291,798	291,798		221,798		70,000	
2020COS002 Skills	125,000	286,000	161,000				286,000	
20HJT High Demand Seguin Econ. Seguin ISD IT		31,342	31,342			31,342		
20TIP Texas Industry Partner Hill Country Memorial Hospital		147,358	147,358			147,358		-
21TIP Texas Industry Partner Aviation Hallmark		73,320	73,320			73,320		-
City Project	5,000,000	5,000,000	-	240,000	144,000		4,616,000	-
County Project	5,000,000	5,000,000	-	240,000	144,000		4,616,000	-
		\$ -	-					
Total	\$ 105,121,499	\$ 130,393,384	\$ 25,271,885	\$ 6,173,689	\$ 5,300,200	\$ 1,410,088	\$ 109,837,043	\$ 7,672,362

MEMORANDUM

To: Workforce Solutions Audit & Finance Committee
 From: Louis Tatum, CFO
 Presented by: Louis Tatum, CFO
 Date: November 13, 2020
 Regarding: Preliminary September 30, 2020 Financial Report

SUMMARY: Preliminary financial reports for the fiscal year of October 1, 2019 through September 30, 2020 have been prepared. These reports are subject to change based on contractor closeouts and additional financial obligations that occurred before the end of the fiscal year but not received by fiscal. An analysis has been performed outlining Corporate and Facility Budgets, and the Grant Summary Report.

The past fiscal year was anything but typical and was primarily impacted by the onset of COVID-19, which required WSA to quickly pivot to serve the needs of employers and job seekers. Through the continued support from the WSA Board of Directors, Texas Workforce Commission, Local Officials, Committee of Six, and Workforce Solution Alamo Executive Leadership we have been able to strategically respond to the needs of both job seekers and employers in the 13-County Alamo Region.

Corporate Budget

Department	% Expensed	Comments
Personnel	89.03%	The agency currently has savings through vacant positions, travel, and staff development due to COVID-19. WSA has currently filled the roles of the IT Director and the Workforce Monitor.
Board Facility	91.93%	WSA currently has \$27,447 in cost savings in this budget category due to a portion of the rent being classified as contractor facility costs. The board is housing C2 Quality staff at the board office.
General Office Expense	75.75%	This budget category has an annual budget variance of approximately \$156,767. In the past fiscal year WSA has realized savings in communications, insurance, office supplies, and marketing while realizing a deficit in Non-Federal Expenditures. Non-Federal has significant charges in insurance, marketing, legal and professional services.
Professional Services	88.45%	The budget variance for professional services is approximately, \$246,030. This variance is attributed to legal and other professional services that did not materialize in the current year.
Total Expense	87.37%	

Corporate expenditures are currently expended at a rate of 87.37% of the annual budget, which represents a budget surplus of approximately 12.63% of the proposed budget. The most significant budget surplus is personnel and professional fees. This is a result of vacant positions throughout the year and the board's focus on COVID-19 for half of the year.

Facility Budget

Department	% Expensed	Comments
Overall	86.34%	The facilities budget is currently expended at a rate of 86.34% which represents a surplus of 13.66% of the budget.

Active Grants Only

Grant	End date	Straight Line	% Expense	Comments
18WA1	06/30/20		100%	Fully expended by 6/30/20.
18WA2	06/30/20		100%	
18WD1	06/30/20		100%	Fully expended by 6/30/20.
18WD2	06/30/20		100%	
18WOY	06/30/20		100%	Fully expended by 6/30/20.
19WOR	06/30/20		96%	TWC added \$50,000 in Rapid Response funding in May of 2020, WSA has utilized \$40,000 of the additional funds.
19WCI	5/31/2021		83%	Grant is 17% underspent.
20TAF	10/31/20		78%	Grant is currently 22% underspent.
20CCQ	12/31/20		61%	Grant is currently 39% underspent.
20COV	06/20/21		5%	Grant is currently 15% underspent WSA is developing an expenditure plan.
20NDW	3/31/21		15%	Grant and been expanded and extended 35% under the current straight-line target. The grant has been expanded and extended.
20COS	6/30/21		0%	New Grant Skills Development Initiative. 87% of the grant is earmarked for direct training.
20BEX-Cares	11/30/20		21%	Bexar County is 79% underspent 53% of the grant has been de-obligated.
20CIT-Cares	12/30/20		26%	COSA is 74% underspent

ATTACHMENTS:
Financial Statements

Workforce Solutions Alamo
Corporate Expenditure Report
Board Fiscal Year October 01, 2019-September 30, 2020
Report Period: 10/01/19 - 9/30/20

	Annual	Amended	Preliminary YTD	Amendment	Revised	%	100%
	Budget	Budget #1 & #2	Expenses	#3	Budget	Expended	Balance
PERSONNEL							
Salaries/Wages	3,019,213	3,019,213	2,755,398	(125,000)	2,894,213	95.20%	138,814
Fringe Benefits	834,822	834,822	728,677	(35,000)	799,822	87.29%	71,144
Staff Travel	70,000	70,000	30,686		70,000	43.84%	39,314
Staff Training & Development	30,000	30,000	5,435		30,000	18.12%	24,565
PERSONNEL SUBTOTAL:	3,954,034	3,954,034	3,520,197	(160,000)	3,794,034	89.03%	273,837
BOARD FACILITY							
Rent	340,000	340,000	312,553		340,000	91.93%	27,447
FACILITY SUBTOTAL:	340,000	340,000	312,553	-	340,000	91.93%	27,447
EQUIPMENT/RELATED COSTS							
Equipment Purchases	30,000	30,000	10,787		30,000	35.96%	19,213
Equipment Rental	20,000	20,000	13,366		20,000	66.83%	6,634
Repair & Maintenance	2,000	2,000	-		2,000	0.00%	2,000
Software Licenses	10,000	10,000	16,582		10,000	165.82%	(6,582)
Software Maintenance & Support	35,000	35,000	40,326		35,000	115.22%	(5,326)
EQUIPMENT/RELATED COSTS SUBTOTAL:	97,000	97,000	81,062	-	97,000	83.57%	15,938
GENERAL OFFICE EXPENSES							
Communications	55,000	55,000	37,081		55,000	67.42%	17,919
Advertising	5,000	5,000	-		5,000	0.00%	5,000
Insurances	235,000	300,000	168,637		300,000	56.21%	131,363
Office Supplies	34,000	34,000	15,225	4,200	38,200	39.86%	22,975
Postage/Shipping/Other	4,000	4,000	1,553		4,000	38.82%	2,447
Printing, Binding & Reproduction	10,500	10,500	5,598		10,500	53.32%	4,902
Publications & Subscriptions	5,500	5,500	5,333		5,500	96.97%	167
Dues	25,000	25,000	17,545		25,000	70.18%	7,455
Storage	8,000	8,000	9,882	7,800	15,800	62.55%	5,918
Marketing (External)	90,000	90,000	76,542	-	90,000	85.05%	13,458
Miscellaneous Costs	10,000	10,000	151		10,000	1.51%	9,849
Non Federal	50,000	50,000	114,686		50,000	229.37%	(64,686)
GENERAL OFFICE EXP SUBTOTAL:	532,000	597,000	452,233	12,000	609,000	75.75%	156,767
PROFESSIONAL SERVICES							
Legal Services-Corporate	90,000	90,000	90,000	-	90,000	100.00%	-
Legal Services-Other	85,000	85,000	28,888	-	85,000	33.99%	56,112
Audit	80,000	80,000	65,700		80,000	82.13%	14,300
Fiscal Monitoring (Contractor)	300,000	300,000	251,682		300,000	83.89%	48,318
Professional Services	172,000	294,000	314,699	148,000	442,000	71.20%	127,301
PROFESSIONAL SERVICES SUBTOTAL:	727,000	849,000	750,970	148,000	997,000	88.45%	246,030
BOARD EXPENSES							
Board Member Travel	8,000	8,000	2,932		8,000	36.65%	5,068
Board Member Training/Development	7,000	7,000	-		7,000	0.00%	7,000
Board Meetings & Misc. Costs	20,000	20,000	10,543		20,000	52.72%	9,457
BOARD EXPENSES SUBTOTAL:	35,000	35,000	13,475	-	35,000	38.50%	21,525
TOTAL EXPENSES							
	5,685,034	5,872,034	5,130,490	-	5,872,034	87.37%	741,544
SUMMARY:							
Personnel	3,954,034	3,954,034	3,520,197	(160,000)	3,794,034	92.78%	273,837
Board Facility	340,000	340,000	312,553	-	340,000	91.93%	27,447
Equipment/Related Costs	97,000	97,000	81,062	-	97,000	83.57%	15,938
General Office Expenses	532,000	597,000	452,233	12,000	609,000	74.26%	156,767
Professional Services	727,000	849,000	750,970	148,000	997,000	75.32%	246,030
Board Expenses	35,000	35,000	13,475	-	35,000	38.50%	21,525
TOTAL CORPORATE EXPENSES							
	5,685,034	5,872,034	5,130,490	-	5,872,034	87.37%	741,544

WORKFORCE SOLUTIONS ALAMO
Board Fiscal Year October 01, 2019 - September 30, 2020

Report Period: 10/01/19 - 9/30/20 (Preliminary)

Facilities & Infrastructure Report

Facilities & Infrastructure	Budgeted Amt.	Amendment #1 & #2	Amendment #3	Revised Budgeted Amt.	YTD Expenses	% Expensed	% Straightline Benchmark	Balance
	4,977,776	883,000	783,329	6,644,105	5,736,547	86.34%	100.00%	907,558

<u>Facilities:</u>	<u>End of Lease</u>	<u>General Expense Item*</u>
Walzem	12/31/2023	Rent
Datapoint	11/30/2029	Utilities
Datapoint - Child Care	11/30/2029	Janitorial
Marbach	5/31/2021	Repair & Maintenance
S. Flores	7/31/2028	Security
E. Houston	8/16/2030	Copiers / Printers
New Braunfels	1/31/2022	Phones
Hondo	12/31/2021	Computer Equipment
Seguin	1/15/2027	Misc.
Kenedy	1/31/2022	*Not all general expenses items are applicable to each location
Floresville	12/31/2020	
Kerrville	4/30/2024	
Boerne	11/30/2021	
Pleasanton	1/31/2022	
Pearsall	10/31/2021	
Fredericksburg	No Expiration	
Bandera	No Expiration	
* Seguin	1/16/2027	

Seguin workfoce center is under renovation. The estimated completion date is November 2020.

Workforce Solutions Alamo
October 1, 2019 to September 30, 2020
Grant Summary Report (Preliminary)

Group	GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/19	Balance as 9/30/19	Adjusted Budget	Exp from 10/1/19 to 9/30/2020	YTD Exp 09/30/2020	Balance
1	WIOA ADULT	18WA1	2018WOA000	690,608.00	608,222.03	82,385.97	82,385.97	82,385.97	690,608.00	0.00
		18WA2	2018WOA000	3,025,854.00	2,644,121.93	381,732.07	381,732.07	381,789.23	3,025,911.16	-57.16
		19WA1	2019WOA001	753,296.00	-	753,296.00	753,296.00	631,315.88	631,315.88	121,980.12
		19WA2	2019WOA001	3,300,517.00	0	3,300,517.00	3,300,517.00	3,248,654.31	3,248,654.31	51,862.69
		20WA1	2020WOA001	549,722.00	0	-	549,722.00	0.00	0.00	549,722.00
	WIOA ADULT Total			8,319,997.00	3,252,343.96	4,517,931.04	5,067,653.04	4,344,145.39	7,596,489.35	723,507.65
2	WIOA DISLOCATED	18WD1	2018WOD000	623,704.00	522,606.82	101,097.18	101,097.18	101,097.18	623,704.00	0.00
		18WD2	2018WOD000	2,656,388.00	1,959,451.92	696,936.08	696,936.08	697,051.47	2,656,503.39	-115.39
		19WD1	2019WOD001	711,177.00	-	711,177.00	711,177.00	357,395.27	357,395.27	353,781.73
		19WD2	2019WOD001	2,946,453.00	0	2,946,453.00	2,946,453.00	2,846,668.17	2,846,668.17	99,784.83
		20WD1	2020WOD001	849,412.00	0	-	849,412.00	0.00	0.00	849,412.00
	WIOA DISLOCATED Total			7,787,134.00	2,482,058.74	4,455,663.26	5,305,075.26	4,002,212.09	6,484,270.83	1,302,863.17
3	WIOA YOUTH	18WOY	2018WOY000	4,005,365.00	3,939,551.02	65,813.98	65,813.98	66,234.08	4,005,785.10	-420.10
		19WOY	2019WOY001	4,373,355.00	201,449.79	4,171,905.21	4,171,905.21	3,936,057.08	4,137,506.87	235,848.13
		20WOY	2020WOY001	926,596.48	0	-	926,596.48	988,199.36	988,199.36	-61,602.89
	WIOA YOUTH Total			9,305,316.48	4,141,000.81	4,237,719.19	5,164,315.67	4,990,490.52	9,131,491.33	173,825.15
4	WIOA RAPID RESPONSE	19WOR	2019WOR001	145,735.00	20,042.00	125,693.00	125,693.00	121,022.28	141,064.28	4,670.72
		20WOR	2020WOR001	50,513.00	0	50,513.00	50,513.00	24,222.68	24,222.68	26,290.32
	WIOA RAPID RESPONSE Total			196,248.00	20,042.00	176,206.00	176,206.00	145,244.96	165,286.96	30,961.04
5	TANF	19TAF	2019TAF000	5,547,913.00	4,860,125.05	687,787.95	687,787.95	690,964.57	5,551,089.62	-3,176.62
		20TAF	2020TAF001	6,169,544.00	0	6,169,544.00	6,169,544.00	4,723,806.99	4,723,806.99	1,445,737.01
	TANF Total			11,717,457.00	4,860,125.05	6,857,331.95	6,857,331.95	5,414,771.56	10,274,896.61	1,442,560.39
6	SNAP E&T	20SNE	2020SNE001	1,886,220.00	0	1,886,220.00	1,886,220.00	1,885,397.70	1,885,397.70	822.30
	SNAP E&T Total			1,886,220.00	-	1,886,220.00	1,886,220.00	1,885,397.70	1,885,397.70	822.30
7	NON CUSTODIAL PARENT	20NCP	2020NCP001	437,578.00	3,901.09	433,676.91	433,676.91	433,680.51	437,581.60	-3.60
	NON CUSTODIAL PARENT Total			437,578.00	3,901.09	433,676.91	433,676.91	433,680.51	437,581.60	-3.60
8	CHILD CARE CCF	19CCF	2019CCF000	53,517,026.00	52,396,168.13	1,120,857.87	1,120,857.87	1,122,004.83	53,518,172.96	-1,146.96
		20CCF	2020CCF001	84,225,082.00	0	84,225,082.00	84,225,082.00	72,869,274.10	72,869,274.10	11,355,807.90
	CHILD CARE CCF Total			137,742,108.00	52,396,168.13	85,345,939.87	85,345,939.87	73,991,278.93	126,387,447.06	11,354,660.94
9	CHILD CARE CCM	19CCM	2019CCM000	7,066,323.00	1,624,535.17	5,441,787.83	5,441,787.83	5,441,787.83	7,066,323.00	0.00
		20CCM	2020CCM001	7,210,326.00	0	7,210,326.00	7,210,326.00	4,728,923.00	4,728,923.00	2,481,403.00
	CHILD CARE CCM Total			14,276,649.00	1,624,535.17	12,652,113.83	12,652,113.83	10,170,710.83	11,795,246.00	2,481,403.00
10	CHILD CARE CCP	20CCP	2020CCP001	10,019,800.00	611,651.21	9,408,148.79	9,408,148.79	6,522,919.02	7,134,570.23	2,885,229.77
		21CCP	2021CCP001	8,961,000.00	0	-	8,961,000.00	526,453.20	526,453.20	8,434,546.80
	CHILD CARE CCP Total			18,980,800.00	611,651.21	9,408,148.79	9,408,148.79	7,049,372.22	7,661,023.43	11,319,776.57
11	TRADE ACT SERVICES	19TRA	2019TRA000	470,269.00	275,223.68	195,045.32	70,269.00	11,339.64	286,563.32	183,705.68
		20TRA	2020TRA001	226,315.00	0	226,315.00	226,315.00	187,289.05	187,289.05	39,025.95
	TRADE ACT SERVICES Total			696,584.00	275,223.68	421,360.32	296,584.00	198,628.69	473,852.37	222,731.63
12	EMPLOYMENT SERVICES	19WPA	2019WPA000	676,665.00	576,528.16	100,136.84	100,136.84	100,152.69	676,680.85	-15.85
		20WPA	2020WPA001	1,103,491.00	0	1,103,491.00	1,103,491.00	576,521.29	576,521.29	526,969.71
	EMPLOYMENT SERVICES Total			1,780,156.00	576,528.16	1,203,627.84	1,203,627.84	676,673.98	1,253,202.14	526,953.86
13	RESOURCE ADMIN GRANT	20RAG	2020RAG001	11,857.00	0	11,857.00	11,857.00	11,857.02	11,857.02	-0.02
	RESOURCE ADMIN GRANT Total			11,857.00	-	11,857.00	11,857.00	11,857.02	11,857.02	-0.02
14	VETERANS EMPLOYMENT SERVICE	VES20	VES2020	270,000.00	0	270,000.00	270,000.00	270,000.00	270,000.00	0.00
	VETERANS EMPLOYMENT SERVICE Total			270,000.00	-	270,000.00	270,000.00	270,000.00	270,000.00	0.00
15	CHILD CARE ATTENDANCE AUTOMATION	20CAA	2020CAA001	361,164.00	0	361,164.00	361,164.00	324,777.59	324,777.59	36,386.41
	CHILD CARE ATTENDANCE AUTOMATION Total			361,164.00	-	361,164.00	361,164.00	324,777.59	324,777.59	36,386.41
16	CCQ QUALITY	19CCQ	2019CCQ000	2,473,628.00	2,091,517.53	382,110.47	382,110.47	371,261.95	2,462,779.48	10,848.52

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Group	GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/19	Balance as 9/30/19	Adjusted Budget	Exp from 10/1/19 to 9/30/2020	YTD Exp 09/30/2020	Balance
		20CCQ	2020CCQ001	1,941,072.00	0	1,941,072.00	1,941,072.00	1,189,200.88	1,189,200.88	751,871.12
	CCQ QUALITY Total			4,414,700.00	2,091,517.53	2,323,182.47	2,323,182.47	1,560,462.83	3,651,980.36	762,719.64
17	WORK COMMISSION INITIATIVES	19WCI	2019WCI000	144,333.00	51,868.00	92,465.00	92,465.00	68,010.07	119,878.07	24,454.93
		20WCI	2020WCI001	105,272.00	0	105,272.00	105,272.00	54,282.25	54,282.25	50,989.75
	WORK COMMISSION INITIATIVES Total			249,605.00	51,868.00	197,737.00	197,737.00	122,292.32	174,160.32	75,444.68
18	EXTERNSHIP FOR TEACHERS	19EXT	2019EXT000	200,000.00	165,505.97	34,494.03	34,494.03	34,494.28	200,000.25	-0.25
	EXTERNSHIP FOR TEACHERS Total			200,000.00	165,505.97	34,494.03	34,494.03	34,494.28	200,000.25	-0.25
19	REEMPLOYMENT	20REA	2020REA001	651,116.00	-	651,116.00	651,116.00	503,596.98	503,596.98	147,519.02
	REEMPLOYMENT Total			651,116.00	-	651,116.00	651,116.00	503,596.98	503,596.98	147,519.02
20	MILITARY	19WS1	2019WOS001	222,630.00	122,154.52	100,475.48	100,475.48	100,475.63	222,630.15	-0.15
		20WS1	2020WOS001	222,630.00	0	222,630.00	222,630.00	211,937.04	211,937.04	10,692.96
	MILITARY Total			445,260.00	122,154.52	323,105.48	323,105.48	312,412.67	434,567.19	10,692.81
21	STUDENT HIREABILITY NAVIAGATOR	18HN1	3018VRS120	200,000.00	8,744.00	191,256.00	191,256.00	107,338.52	116,082.52	83,917.48
		18HN2	3018VRS120	16,666.67	0	16,666.67	16,666.67	15,272.63	15,272.63	1,394.04
	STUDENT HIREABILITY NAVIAGATOR Total			216,666.67	8,744.00	207,922.67	207,922.67	122,611.15	131,355.15	85,311.52
22	INFRA SUPPORT VR	20COL	2020COL001	698,909.09	52,947.66	645,961.43	645,961.43	609,622.24	662,569.90	36,339.19
		21COL	2021COL001	50,443.09	0	50,443.09	50,443.09	44,752.20	44,752.20	5,690.89
	INFRA SUPPORT VR Total			749,352.18	52,947.66	696,404.52	696,404.52	654,374.44	707,322.10	42,030.07
23	SUMMER EARN & LEARN	19VRS	3019VRS227	900,000.00	601,024.72	298,975.28	-	2,594.48	603,619.20	296,380.80
		20VRS		4,989.00	0	4,989.00	4,989.00	4,989.00	4,989.00	0.00
	SUMMER EARN & LEARN Total			904,989.00	601,024.72	303,964.28	4,989.00	7,583.48	608,608.20	296,380.80
24	WIOA ALTERNATIVE FUNDING	19WAF	2019WAF001	479,224.00	-	479,224.00	479,224.00	150,310.17	150,310.17	328,913.83
	WIOA ALTERNATIVE FUNDING Total			479,224.00	-	479,224.00	479,224.00	150,310.17	150,310.17	328,913.83
25	YOUTH JOB SKILL INIATIVE	19WS2	2019WOS002	286,000.00	-	286,000.00	286,000.00	76,358.21	76,358.21	209,641.79
	YOUTH JOB SKILL INIATIVE Total			286,000.00	-	286,000.00	286,000.00	76,358.21	76,358.21	209,641.79
26	PERFORMANCE AWARD-CHOICES	19PAB	2019PAB001	30,000.00	17,208.29	12,791.71	12,791.71	12,791.71	30,000.00	0.00
	PERFORMANCE AWARD-CHOICES Total			30,000.00	17,208.29	12,791.71	12,791.71	12,791.71	30,000.00	0.00
29	Alamo College	HPOG	HPOG	83,580.00	11,242.03	72,337.97	72,337.97	-28.85	11,213.18	72,366.82
		HPOG1	HPOG1	81,870.00	-	81,870.00	81,870.00	65,347.72	65,347.72	16,522.28
		TEC20	TEC20	83,580.00	0	83,580.00	83,580.00	23,620.59	23,620.59	59,959.41
	Alamo College Total			249,030.00	11,242.03	237,787.97	237,787.97	88,939.46	100,181.49	119,753.94
35	Non Federal	SP018	(blank)	50,000.00	22,035.90	27,964.10	50,000.00	114,750.57	136,786.47	-86,786.47
	Non Federal Total			50,000.00	22,035.90	27,964.10	50,000.00	114,750.57	136,786.47	-992.21
36	Infrastructure - Comprehensive Ctr	Other1	(blank)	-	3,058.79	-	-	618.52	3,677.31	-3,677.31
	Infrastructure Cpmrehensive Ctr Total			-	3,058.79	-	-	618.52	3,677.31	0.00
27	COVID Grants	20COV	2020COV001	308,626.00	0	-	308,626.00	16,828.27	16,828.27	291,797.73
		20NDW	2020NDW001	1,302,401.00	0	-	1,302,401.00	192,822.61	192,822.61	1,109,578.39
		20COS	2020COS002	287,500.00	0	-	287,500.00	1,500.00	1,500.00	286,000.00
	COVID Grants Total			1,898,527.00	-	-	1,898,527.00	211,150.88	211,150.88	1,687,376.12
	CARES Grants	20BEX	20BEX	5,000,000.00	-	-	5,000,000.00	957,185.13	957,185.13	4,042,814.87
		20CIT	20CIT	5,000,000.00	-	-	5,000,000.00	129,985.33	129,985.33	4,870,014.67
	CARES Grants Total			10,000,000.00	-	-	10,000,000.00	1,087,170.46	1,087,170.46	8,912,829.54
Grand Total				234,593,738.32	73,390,885.41	138,020,654.22	151,843,196.00	118,969,160.12	192,360,045.53	42,294,069.79

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Group	GRANT	FUND	Grant End Date	Grant Budget	YTD Exp 09/30/2020	Balance	Grant Expended 9/30/20 (%)	Months Remaining
1	WIOA ADULT	18WA1	6/30/2020	690,608.00	690,608.00	0.00	100%	
		18WA2	6/30/2020	3,025,854.00	3,025,911.16	-57.16	100%	
		19WA1	6/30/2021	753,296.00	631,315.88	121,980.12	84%	9
		19WA2	6/30/2021	3,300,517.00	3,248,654.31	51,862.69	98%	9
		20WA1	6/30/2022	549,722.00	0.00	549,722.00	0%	21
	WIOA ADULT Total			8,319,997.00	7,596,489.35	723,507.65		
2	WIOA DISLOCATED	18WD1	6/30/2020	623,704.00	623,704.00	0.00	100%	
		18WD2	6/30/2020	2,656,388.00	2,656,503.39	-115.39	100%	
		19WD1	6/30/2021	711,177.00	357,395.27	353,781.73	50%	9
		19WD2	6/30/2021	2,946,453.00	2,846,668.17	99,784.83	97%	9
		20WD1	6/30/2022	849,412.00	0.00	849,412.00	0%	21
	WIOA DISLOCATED Total			7,787,134.00	6,484,270.83	1,302,863.17		
3	WIOA YOUTH	18WOY	6/30/2020	4,005,365.00	4,005,785.10	-420.10	100%	
		19WOY	6/30/2021	4,373,355.00	4,137,506.87	235,848.13	95%	9
		20WOY	6/30/2022	926,596.48	988,199.36	-61,602.89	107%	21
	WIOA YOUTH Total			9,305,316.48	9,131,491.33	173,825.15		
4	WIOA RAPID RESPONSE	19WOR	6/30/2020	145,735.00	141,064.28	4,670.72	97%	
		20WOR	6/30/2021	50,513.00	24,222.68	26,290.32	48%	9
	WIOA RAPID RESPONSE Total			196,248.00	165,286.96	30,961.04		
5	TANF	19TAF	10/31/2019	5,547,913.00	5,551,089.62	-3,176.62	100%	
		20TAF	10/31/2020	6,169,544.00	4,723,806.99	1,445,737.01	77%	1
	TANF Total			11,717,457.00	10,274,896.61	1,442,560.39		
6	SNAP E&T	20SNE	9/30/2020	1,886,220.00	1,885,397.70	822.30	100%	
	SNAP E&T Total			1,886,220.00	1,885,397.70	822.30		
7	NON CUSTODIAL PARENT	20NCP	9/30/2020	437,578.00	437,581.60	-3.60	100%	
	NON CUSTODIAL PARENT Total			437,578.00	437,581.60	-3.60		
8	CHILD CARE CCF	19CCF	12/31/2019	53,517,026.00	53,518,172.96	-1,146.96	100%	
		20CCF	12/31/2020	84,225,082.00	72,869,274.10	11,355,807.90	87%	3
	CHILD CARE CCF Total			137,742,108.00	126,387,447.06	11,354,660.94		
9	CHILD CARE CCM	19CCM	12/31/2019	7,066,323.00	7,066,323.00	0.00	100%	
		20CCM	12/31/2020	7,210,326.00	4,728,923.00	2,481,403.00	66%	3
	CHILD CARE CCM Total			14,276,649.00	11,795,246.00	2,481,403.00		
10	CHILD CARE CCP	20CCP	12/30/2020	10,019,800.00	7,134,570.23	2,885,229.77	71%	3
		21CCP	12/31/2021	8,961,000.00	526,453.20	8,434,546.80	6%	15
	CHILD CARE CCP Total			18,980,800.00	7,661,023.43	11,319,776.57		
11	TRADE ACT SERVICES	19TRA	12/31/2019	470,269.00	286,563.32	183,705.68	61%	
		20TRA	12/31/2020	226,315.00	187,289.05	39,025.95	83%	3
	TRADE ACT SERVICES Total			696,584.00	473,852.37	222,731.63		
12	EMPLOYMENT SERVICES	19WPA	12/31/2019	676,665.00	676,680.85	-15.85	100%	
		20WPA	12/31/2020	1,103,491.00	576,521.29	526,969.71	52%	3
	EMPLOYMENT SERVICES Total			1,780,156.00	1,253,202.14	526,953.86		
13	RESOURCE ADMIN GRANT	20RAG	9/30/2020	11,857.00	11,857.02	-0.02	100%	
	RESOURCE ADMIN GRANT Total			11,857.00	11,857.02	-0.02		
14	VETERANS EMPLOYMENT SERVICE	VES20	9/30/2020	270,000.00	270,000.00	0.00	100%	
	VETERANS EMPLOYMENT SERVICE Total			270,000.00	270,000.00	0.00		
15	CHILD CARE ATTENDANCE AUTOMATION	20CAA	11/30/2020	361,164.00	324,777.59	36,386.41	90%	2
	CHILD CARE ATTENDANCE AUTOMATION Total			361,164.00	324,777.59	36,386.41		
16	CCQ QUALITY	19CCQ	4/30/2020	2,473,628.00	2,462,779.48	10,848.52	100%	

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Group	GRANT	FUND	Grant End Date	Grant Budget	YTD Exp 09/30/2020	Balance	Grant Expended 9/30/20 (%)	Months Remaining
		20CCQ	12/31/2020	1,941,072.00	1,189,200.88	751,871.12	61%	3
	CCQ QUALITY Total			4,414,700.00	3,651,980.36	762,719.64		
17	WORK COMMISSION INITIATIVES	19WCI	5/31/2021	144,333.00	119,878.07	24,454.93	83%	8
		20WCI	12/31/2020	105,272.00	54,282.25	50,989.75	52%	3
	WORK COMMISSION INITIATIVES Total			249,605.00	174,160.32	75,444.68		
18	EXTERNSHIP FOR TEACHERS	19EXT	2/28/2020	200,000.00	200,000.25	-0.25	100%	
	EXTERNSHIP FOR TEACHERS Total			200,000.00	200,000.25	-0.25		
19	REEMPLOYMENT	20REA	12/31/2020	651,116.00	503,596.98	147,519.02	77%	3
	REEMPLOYMENT Total			651,116.00	503,596.98	147,519.02		
20	MILITARY	19WS1	12/31/2019	222,630.00	222,630.15	-0.15	100%	
		20WS1	12/31/2020	222,630.00	211,937.04	10,692.96	95%	3
	MILITARY Total			445,260.00	434,567.19	10,692.81		
21	STUDENT HIREABILITY NAVIAGATOR	18HN1	8/31/2020	200,000.00	116,082.52	83,917.48	58%	
		18HN2	8/31/2021	16,666.67	15,272.63	1,394.04	92%	11
	STUDENT HIREABILITY NAVIAGATOR Total			216,666.67	131,355.15	85,311.52		
22	INFRA SUPPORT VR	20COL	8/31/2020	698,909.09	662,569.90	36,339.19	95%	
		21COL	8/31/2021	50,443.09	44,752.20	5,690.89	89%	11
	INFRA SUPPORT VR Total			749,352.18	707,322.10	42,030.07		
23	SUMMER EARN & LEARN	19VRS	1/30/2020	900,000.00	603,619.20	296,380.80	67%	
		20VRS	9/30/2020	4,989.00	4,989.00	0.00	100%	
	SUMMER EARN & LEARN Total			904,989.00	608,608.20	296,380.80		
24	WIOA ALTERNATIVE FUNDING	19WAF	8/31/2021	479,224.00	150,310.17	328,913.83	31%	11
	WIOA ALTERNATIVE FUNDING Total			479,224.00	150,310.17	328,913.83		
25	YOUTH JOB SKILL INIATIVE	19WS2	8/31/2021	286,000.00	76,358.21	209,641.79	27%	11
	YOUTH JOB SKILL INIATIVE Total			286,000.00	76,358.21	209,641.79		
26	PERFORMANCE AWARD-CHOICES	19PAB	12/31/2019	30,000.00	30,000.00	0.00	100%	
	PERFORMANCE AWARD-CHOICES Total			30,000.00	30,000.00	0.00		
29	Alamo College	HPOG	9/29/2019	83,580.00	11,213.18	72,366.82	13%	
		HPOG1	9/29/2020	81,870.00	65,347.72	16,522.28	80%	
		TEC20	12/1/2020	83,580.00	23,620.59	59,959.41	28%	2
	Alamo College Total			249,030.00	100,181.49	119,753.94		
35	Non Federal	SP018	9/30/2020	50,000.00	136,786.47	-86,786.47	274%	
	Non Federal Total			50,000.00	136,786.47	-92.21		
36	Infrastructure - Comprehensive Ctr	Other1	9/30/2020		3,677.31	-3,677.31		
	Infrastructure Cpmrehensive Ctr Total			-	3,677.31	0.00		
27	COVID Grants	20COV	6/30/2021	308,626.00	16,828.27	291,797.73	5%	9
		20NDW	3/31/2021	1,302,401.00	192,822.61	1,109,578.39	15%	6
		20COS	6/30/2021	287,500.00	1,500.00	286,000.00	1%	9
	COVID Grants Total			1,898,527.00	211,150.88	1,687,376.12		
	CARES Grants	20BEX	11/30/2020	5,000,000.00	957,185.13	4,042,814.87	19%	2
		20CIT	12/30/2020	5,000,000.00	129,985.33	4,870,014.67	3%	3
	CARES Grants Total			10,000,000.00	1,087,170.46	8,912,829.54		
Grand Total				234,593,738.32	192,360,045.53	42,294,069.79	82%	