



## **CHILD CARE COMMITTEE**

Workforce Solutions Alamo  
100 N Santa Rosa Ave  
San Antonio, TX 78207  
January 11, 2021  
9:00 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: Doug Watson, Chair

### **II. ROLL CALL**

Presenter: Doug Watson, Chair

### **III. PUBLIC COMMENT**

Presenter: Doug Watson, Chair

### **IV. DECLARATIONS OF CONFLICT OF INTEREST**

Presenter: Doug Watson, Chair

### **V. DISCUSSION AND POSSIBLE ACTION ON MINUTES OF NOVEMBER 16, 2020 CHILD CARE COMMITTEE MEETING**

Presenter: Doug Watson, Chair

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### **VI. Briefing: AVANCE**

Presenter: Dr. Teresa Granillo, AVANCE

11

VII. BRIEFING: EDUCARE Initiative 32  
Presenter: Dr. Henrietta Munoz, Executive Director

VIII. UPDATE CHILD CARE QUALITY CONTRACT (CCQ) RFP EVALUATIONS 34  
(DISCUSSION AND POSSIBLE ACTION)  
Presenter: Louis Tatum, CFO

IX. DISCUSSION AND POSSIBLE ACTION 42  
Presenter: Jessica Villarreal, Child Care Services Director

- a. Child Care Committee Guidelines Briefing
- b. Child Care Performance Briefing
- c. Parent Share of Cost Policy
- d. Texas Mutual Grant Briefing
- e. Joint Base San Antonio (JBSA)

X. CEO REPORT  
Presenter: Adrian Lopez, CEO

XI. CHAIR REPORT  
Presenter: Doug Watson, Chair

XII. 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.

XIII. ADJOURNMENT  
Presenter: Doug Watson, Chair



## **CHILD CARE COMMITTEE MEETING MINUTES**

Workforce Solutions Alamo  
100 N. Santa Rosa, Suite 120  
San Antonio, TX 78207  
**November 16, 2020**  
**9:00AM**

**WSA BOARD MEMBERS:** DOUG WATSON, CHAIR; BETTY MUNOZ, (9:02AM); JUAN SOLIS, III; ERIC COOPER, (9:03AM); DR. SARAH BARAY, (9:03AM.); DR. HENRIETTA MUNOZ, (9:05AM); KATHERINE FILUT, (9:03AM); ANA DE HOYOS-O'CONNER; KRISTI KOTHE, (9:03AM)

**WSA STAFF:** ADRIAN LOPEZ, MARK MILTON, JESSICA VILLARREAL, LINDA G. MARTINEZ, TEMA COTE, ELIZABETH EBERHARDT, TERESA CHAVEZ, RICARDO RAMIREZ, ANGELA BUSH, JOSHUA VILLELA, LINDA CANIZALES, MELISSA SADLER-NITU, LAVONIA HORNE-WILLIAMS, AARON SMITH

**LEGAL COUNSEL:**

**PARTNERS:** RUBEN DAVILA AND POOJA TRIPATHI, (9:27AM)

**GUESTS:** ALLISON WILSON, CHILD CARE PROGRAM POLICY & INITIATIVES MANAGER

### **AGENDA**

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**Meeting Number & Access Code: 146 891 2858**

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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: Doug Watson, Chair  
Call to Order and Quorum Determination  
At 9:05 a.m., Chair Watson called the meeting to order.
- II. ROLL CALL  
Presenter: Doug Watson, Chair  
The roll was called, and a quorum was declared present.
- III. PUBLIC COMMENT  
Presenter: Doug Watson, Chair  
No Public Comment
- IV. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Doug Watson, Chair  
No declarations of conflict of interest.

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V. DISCUSSION AND POSSIBLE ACTION ON MINUTES OF  
NOVEMBER 10, 2020 SPECIAL MEETING

Presenter: Doug Watson, Chair

- **Upon motion by Director Eric Cooper and second by Ana DeHoyos O’Conner the Board unanimously approved the November 10, 2020 meeting minutes.**

VI. STATEWIDE CHILD CARE CHANGES & CONTRACTED SLOTS

Presenter: Allison Wilson, Child Care Program Policy & Initiatives Manager

- Ms. Allison Wilson, Child Care Program Policy and Quality Initiatives Manager, for TWC briefed the WSA Child Care Committee (WSACCC) on statewide childcare changes on the horizon.
  - Pre-Star Designation
    - New Child Care Rules
      - CCS providers meet Pre-Star Checklist
      - Continuum of Quality
    - Impacts
      - XX% currently meet Pre-Star Checklist
      - No impact to current Texas Rising Star certified programs
    - Supports and Resources
      - Automated
      - Local flexibility for mentor and CQIP support
      - Future supports to be determined
  - Continuous Quality Improvement Plan (CQIP)
    - Collaborative process
    - Working document
    - Created electronically within Engage
    - Program level CQIP required
    - Documented step by step Action Plan
  - Weighting and Categorical Changes
    - Removal of Category
    - Re-weighting for Overall Star Level
      - Category 1 = 20%
      - Category 2 = 40%
      - Category 3 = 20%
      - Category 4 = 20%
  - Texas Rising Star Staff Requirements
    - Requirements:
      - Training Course – required for both mentors and assessors

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- Certification Course – required for assessors
- Reliability Checks – required for assessors
- PLCs – available for both mentors and assessor
- Mentor Micro-credential – required for mentors
- Statewide Training in January 2021
- Centralizing Assessors
- Timeline:
  - October 2020, Commission approval of draft rules
  - October – November 2020, Public comment period on draft rules (ends 11/23)
  - January 2021, Commission action to adopt final rules
  - January – March 2021
    - Assessment freeze
    - TRS staff training on revisions
    - Certification of Assessors
  - April 2021, Rolling implementation of revisions
    - Assessment freeze ends
    - Programs are assessed under revised Guidelines on a rolling basis
- The WSA Child Care Committee expressed interest in contracted slots at the last Committee meeting. Ms. Wilson will expand on these proposed changes to TWC Rules.
- Contracted slots align with WSA Child Care Committee Guidelines because they have the potential to support TRS providers financially and expand access to quality childcare in our region.
- WSA plans to explore the possibility of implementing contracted slots if included in the final TWC Rule changes.
- The WSA Child Care Committee will evaluate available options and strategies after the TWC briefing and further discussion.
- WSA staff will develop a preliminary plan based on WSA Child Care Committee input and guidance.
- With WSA Child Care Committee approval, WSA staff will notify TWC of intention to implement contracted slots by the November 20, 2020 deadline and provide updates on progress and strategies.
- Mr. Solis asked if the location was factored into any of the data collection information. There is no incentive to encourage placing a five-star childcare center in an area that is poverty stricken.
- Ms. Wilson stated the workgroup was heavily focused on programs that are not participating in Texas Rising Star at all. The top priority was to move programs up

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the chain and setting goals around programs. She also urged the Childcare Committee to stay abreast of the state plan and offer feedback throughout the process.

- Chair Watson and the Child Care Committee agreed to have WSA staff submit to TWC the intention to implement contracted slots by the November 20, 2020 deadline and provide updates on progress and strategies.

## VII. UPDATE CHILD CARE QUALITY CONTRACT (CCQ) RFP (DISCUSSION AND POSSIBLE ACTION)

Presenter: LaVonia Horne-Williams, Procurement Director

- The RFP was issued on November 13<sup>th</sup>. The Pre-proposal meeting will be scheduled for November 19<sup>th</sup> at 2:30 PM. Central standard time.
- We will be accepting written questions for the RFP through November 23<sup>rd</sup> at 4:00PM. We will be providing responses within 1 to 2 days prior to the Thanksgiving holiday. The submission deadline for the RFP will be December 15<sup>th</sup>. at 5:00PM.
- Procurement received great feedback from the Committee. We made all of those updates and changes. The current RFP is published and available on our website for anyone to review.
- Mr. Juan Solis asked, what was the total number of bidders that were reached?
- Ms. LaVonia Horne-Williams stated it was sent out to 73 bidders on Procurement's list of bidders. It was also published on the Texas Comptroller's website.

## VIII. UPDATE AND DISCUSSION AND POSSIBLE ACTION

Presenter: Jessica Villarreal, Child Care Services Director

- a) TRS Stipend Plan to Expense \$258K Funding by Dec. 31, 2020
  - o Providers must complete Business Accelerator Course
  - o Funds must be applied to business expenses
  - o Providers must sign MOU
  - o One-year probation for providers that don't comply with MOU
  - o 31 providers were awarded stipends that met specific requirements.
  - o Awarded amounts ranged from \$3K to \$18K

**Upon motion by Director Eric Cooper and second by Director Juan Solis the Child Care Committee unanimously approved to issue stipends to designated providers based on eligibility criteria and WSA will ensure providers comply with the conditions of the MOU.**

- b) TRS Discount

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- Child Care Services (CCS) parents must pay a parent share of cost (PSOC) based on income.
- This will be a financial incentive for parents and the children will reap the short-term and long-term benefits of being enrolled at a TRS provider.
- There has been a significant increase in TRS enrollments over the last two program years. This was accomplished by increasing parent awareness and an increase in TRS providers in our region.
- The TRS discount will be an added incentive and it can be used to create more awareness. This change may also encourage more CCS providers to become TRS certified.
- At this time the budget will only allow for a 10% discount.
- Ana DeHoyos O'Connor asked how we are educating our parents regarding quality care in Texas Rising Star?
- Tony Martinez, Child Care Manager replied, we have large TRS posters that we've developed and placed in every career center. We continue to provide reminders and as a result we have increased the number of children in TRS.

**Upon motion by Director Eric Cooper and second by Director Betty Munoz, the Child Care Committee unanimously approved the Parent Share of Cost (PSOC) of 10%.**

- c) Child Care Quality Budget Briefing
  - TWC extended PY20 funds until 12/31 due to COVID
  - After extension, TWC added a stipulation – contractor salaries are not an approved expense. This was unprecedented
  - Spend all carryover funds from PY20 (\$322,594), + funds allocated for 1st Quarter PY21 (\$177,209) = \$499,594 and + \$150,000 = \$649,594
- Expensing of funding will be accomplished by:
  - Implementing 1st Quarter PY21 plans shared at previous meeting
  - Purchasing: Social Emotional and Multicultural Resources, STEAM, COVID Kits, Outdoor play resources
  - Expediting Dream Proposals planned for after January 2021
  - Contingency plans in place
- Chair Watson asked, who are the kits and outdoor play resources going to be allocated to? Are they going to TRS centers or CCS providers?

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- Jessica Villarreal, Child Care Services Director replied, these were originally planned for TRS centers. There is a training scheduled by C2Global STEAM. those were already allocated.
- Ana DeHoyos O'Connor recommended WSA staff provide a brief explanation to the center director(s) and center staff of the item(s) they will receive, why they are receiving this item, how did the teachers interact with children with these items.
- Mr. Juan Solis recommended additional educational training, for example, technology, services using WebEx and/or Zoom and using these funds for those specific resources.

#### IX. CEO REPORT

Presenter: Adrian Lopez, CEO

- Mr. Lopez provided update on the Texas Mutual Insurance \$75,000 grant
- The Local Plan/Strategic Plan is being developed and will include more information regarding childcare.
- Mr. Lopez also requested Chair Watson or someone from the Child Care Committee drafting an editorial and/or reaching out to the media informing of the creation of the WSA Child Care Committee and showcasing the board members including the advisory board members; the changes in policies that have taken place in a short timeframe; the \$75,000 Texas Mutual Insurance Grant that was awarded; and the \$258,000 investment to childcare in stipends.
- Chair Watson will work with Linda Canizales, Public and Government Relations Coordinator on write-up.

#### X. CHAIR REPORT

Presenter: Doug Watson, Chair

- No Report

#### XI. NO EXECUTIVE SESSION

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.

## XII. ADJOURNMENT

Presenter: Doug Watson, Chair

**Upon motion by Director Eric Cooper and second by Dr. Henrietta Munoz  
Child Care Committee unanimously approved adjourning the meeting at 1:**

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# AVANCE Overview

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## Programs and Impact

# AVANCE Mission

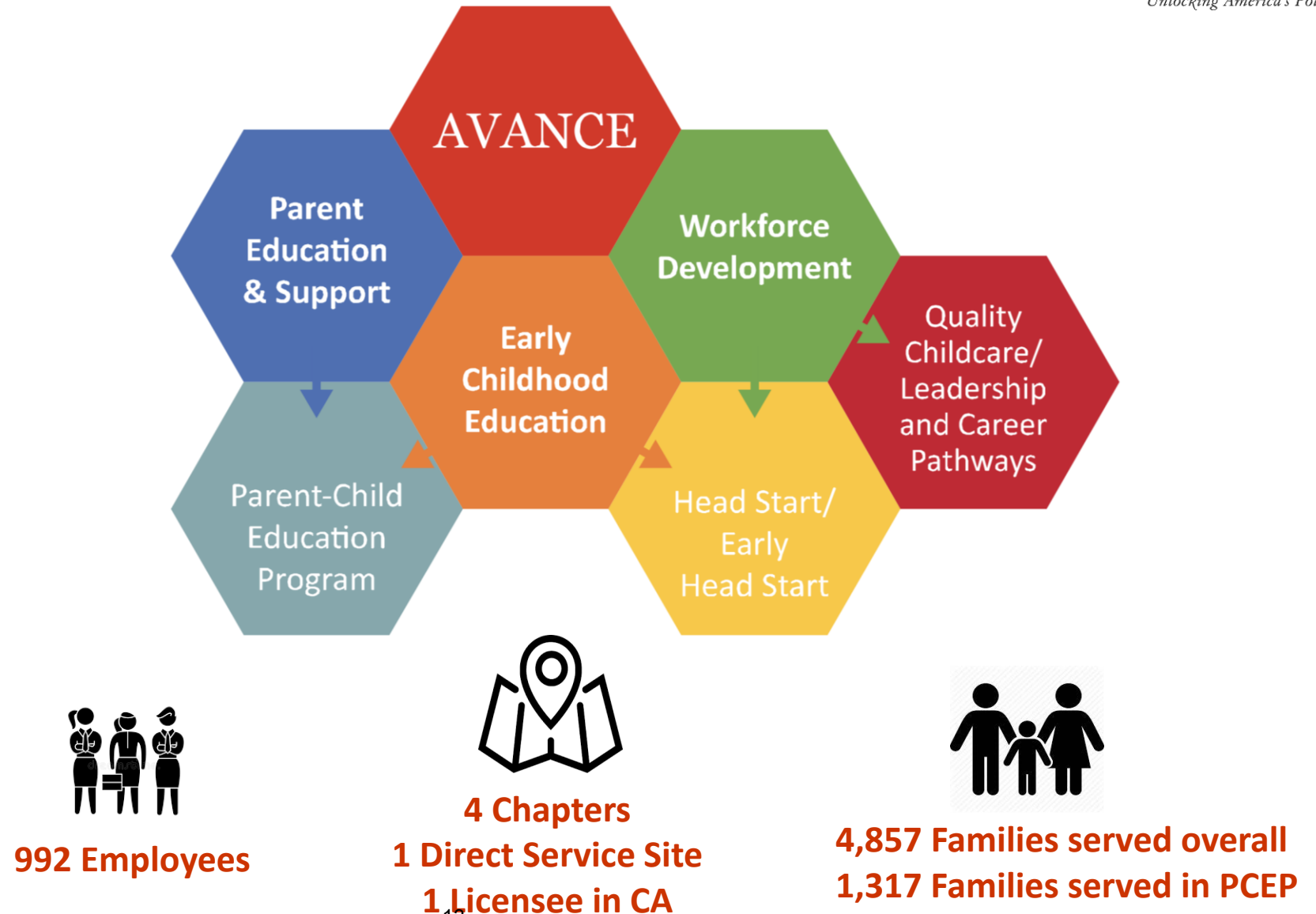
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To break the cycle of inter-generational poverty through innovative, two generation education and support for families with young children.

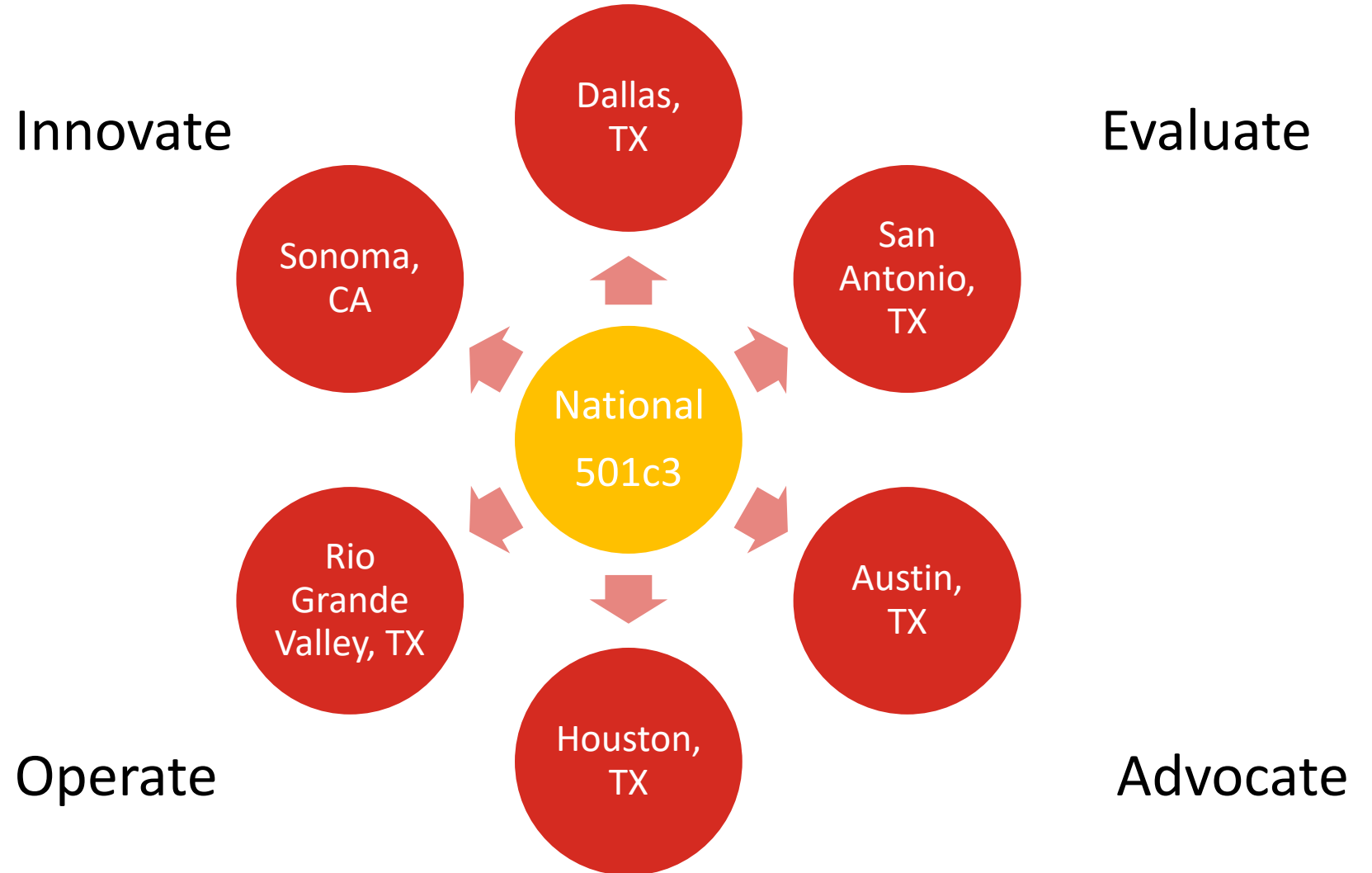
Our targeted program services reflect the cultural, racial/ethnic, and linguistic background of our families and provide specific strategies based on the unique needs of families and children, ensuring that racial equity is embedded in our systemic approach.



# Overview



# Current Operations





The Parent-Child Education Program  
is the core of AVANCE

# Parent-Child Education Program

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Key Elements & Impact



# The Parent-Child Education Program (PCEP)

- 
- AVANCE's Foundational 9-Month Program
  - Parent education
  - Early childhood education
  - Socialization through toy making
  - Community engagement and advocacy
  - Virtual model available
-

# PCEP FRAME-WORK

PCEP Learning Domains and Priority Concepts			
PARENTING	PARENT-CHILD INTERACTIONS	FAMILY WELL BEING	SCHOOL READINESS
<p><b>Role of a Parent</b> Parenting Philosophy Parent's Strengths Goal-Setting</p> <p><b>Child Development</b> Child Development and Learning Developmental Milestones Special Needs</p>	<p><b>Responsive Parenting</b> Parent-Child Relationships Attachment and Bonding</p> <p><b>Play-Based Interactions</b> Serve and Return</p> <p><b>Language Facilitation</b> Promoting Language Development Bilingualism and Biliteracy</p> <p><b>Executive Function &amp; Self-Regulation</b> Managing Behavior Transitions, Rules and Routines</p>	<p><b>Family Well Being</b> Children's Safety, Health, and Well Being Nutrition</p> <p><b>Reduce Toxic Stress</b> Stress Response Systems Trauma Informed Care ACES</p> <p><b>Mental Health &amp; Wellness</b> Emotional and Mental Wellness</p>	<p><b>Social and Emotional Learning</b> Trust and Emotional Security Self-Awareness Self-Regulation</p> <p><b>Language &amp; Communication</b> Listening and Understanding Communication and Speaking Emergent Literacy</p> <p><b>Cognitive Development</b> Exploration and Problem Solving Imitation &amp; Make Believe</p> <p><b>Physical &amp; Motor Development</b> Gross &amp; Fine Motor Skills</p>

# Parent Attitudes and Behaviors

- RCT (1995) showed that mothers who participated in PCEP, compared to mothers that did not
  - Provided more educationally stimulating home environments for their infants
  - Increased positive attitudes towards childrearing and their role as teachers of their children
- RCT (2013) showed that parents who participated in PCEP demonstrated better parenting skills compared to parent who did not receive PCEP



# Parent Knowledge and Engagement

- Annual program evaluations show that
  - 94% of AVANCE parents increased knowledge in child development and parenting practices
  - 61% increase in parents reading to children at least 3x's/week
  - On average, parents increased the number of times they took their children to the library from 1.5 times to 3.7 times

Source: ChildTrends Annual Report of AVANCE PCEP; 2018-2019



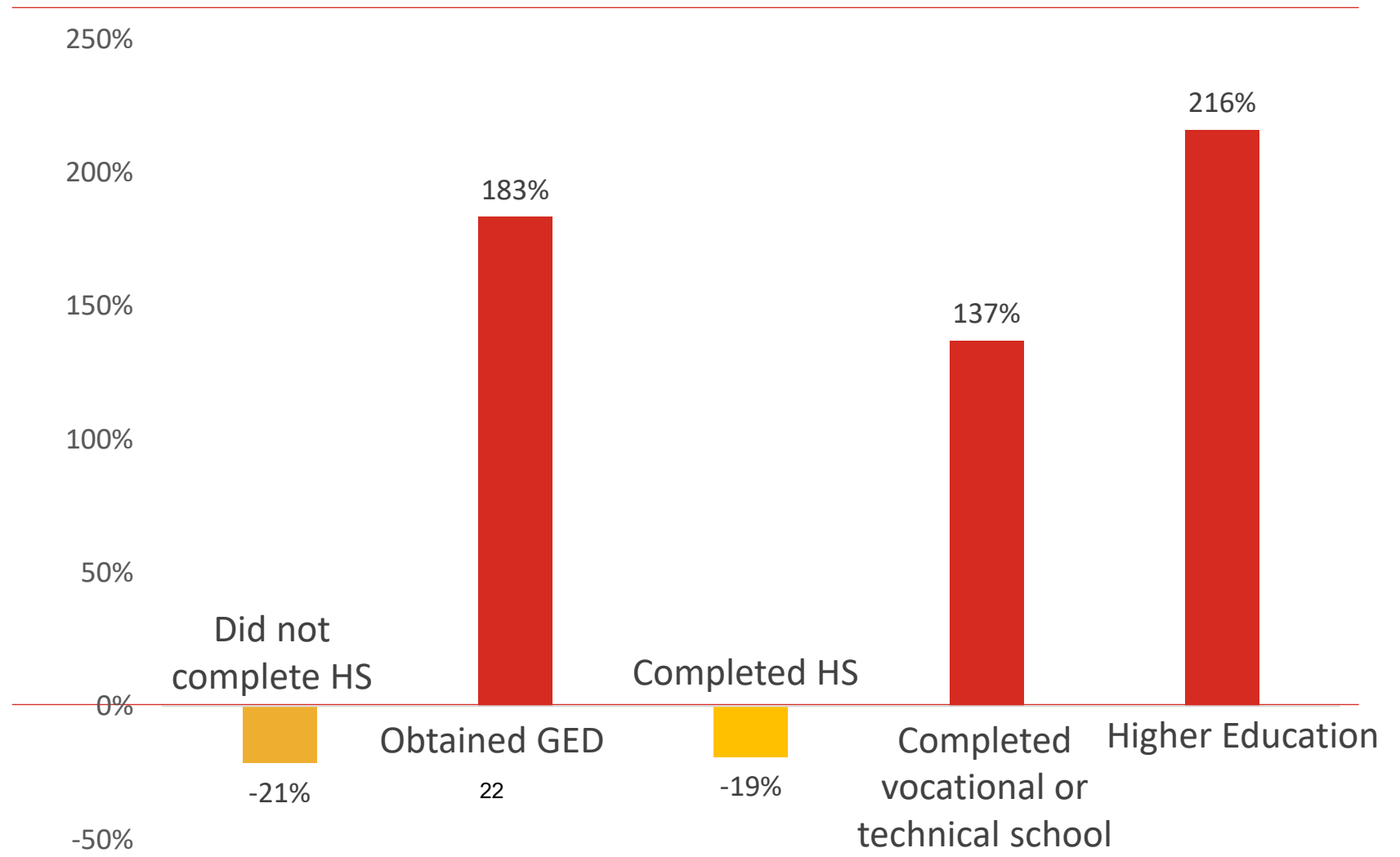
# Social Capital

- 
- 73% of AVANCE parents report increased support and friendships from PCEP
  - 88% report increased self-esteem due to participation in AVANCE
  - 22% reported that the socialization through PCEP had a long lasting impact on their lives

# Economic Capital



Follow up study shows gains in educational attainment

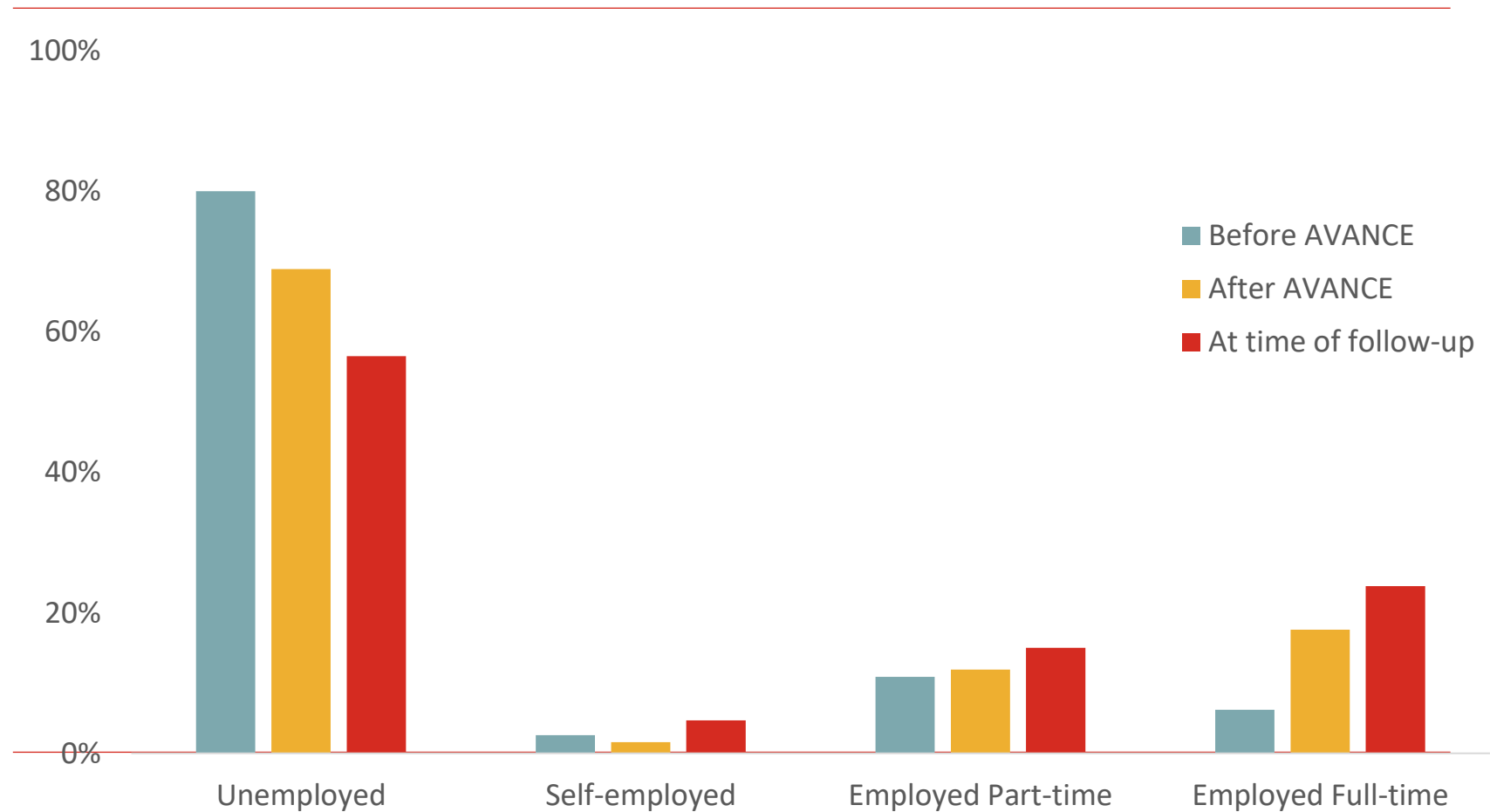




# Economic Capital



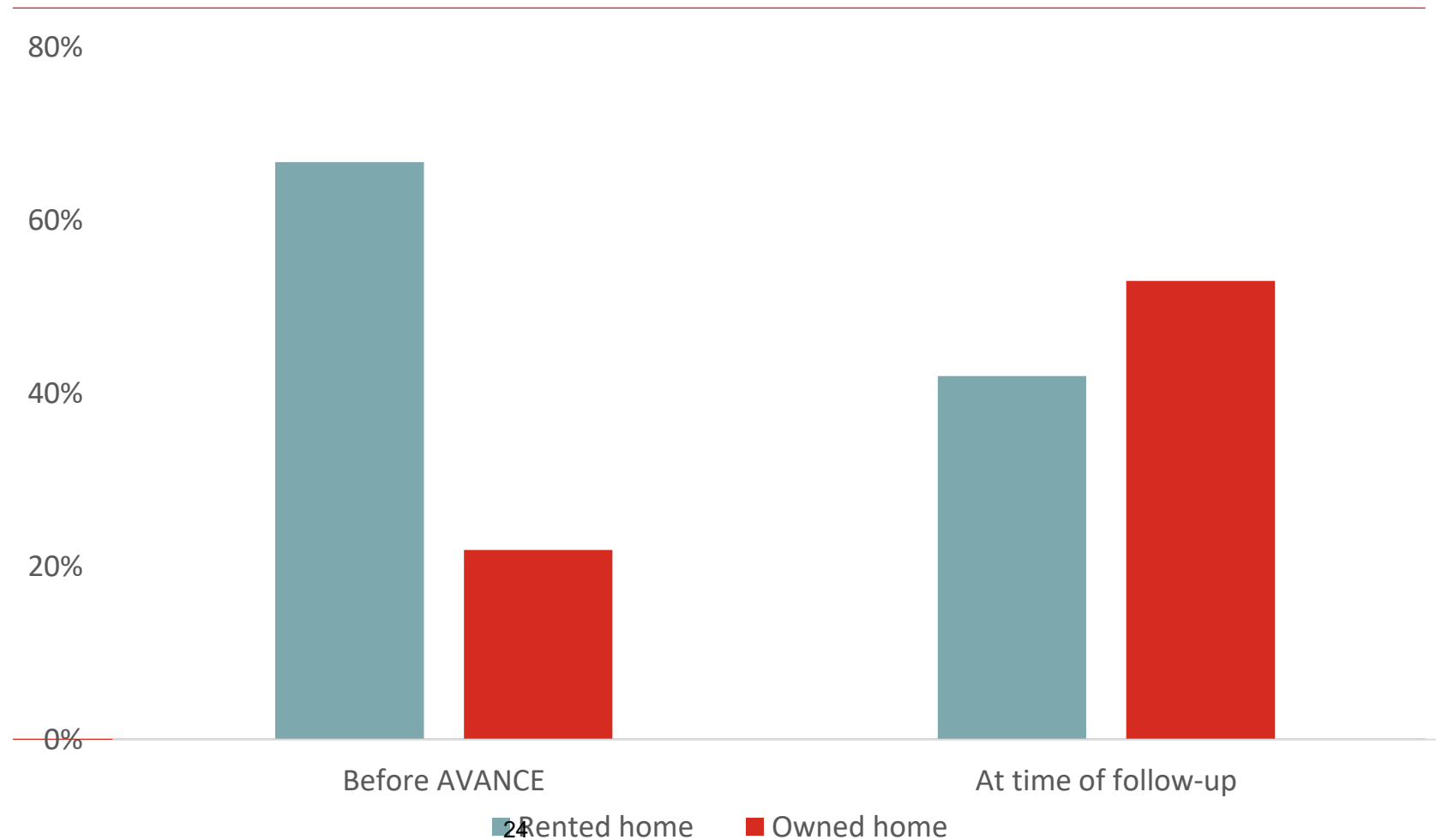
Follow up study shows gains in employment



# Economic Capital



Follow up study shows gains in home ownership





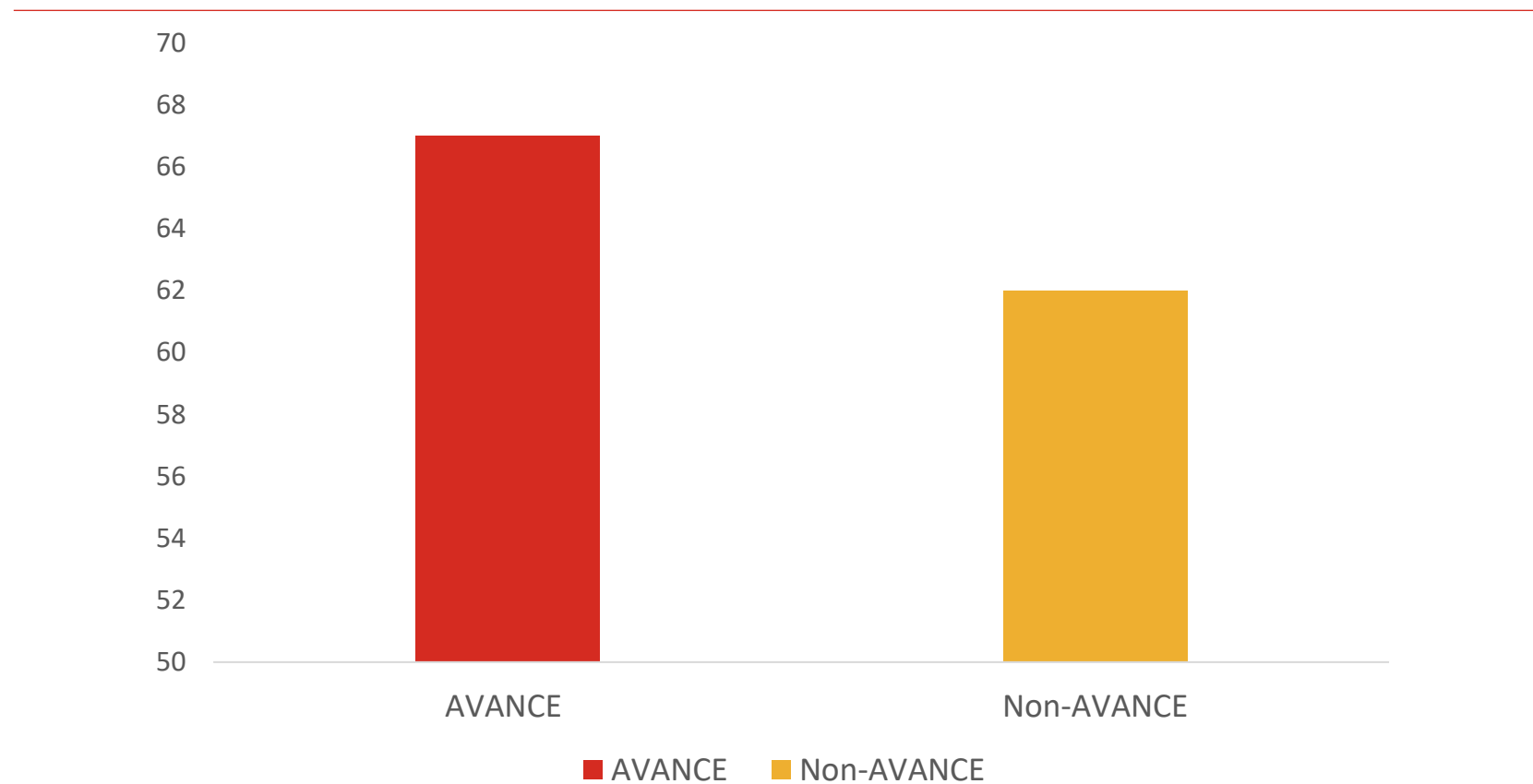
# Child Reading Outcomes

- children who attended AVANCE outperformed children who did not attend AVANCE and children who attended HIPPI in reading and vocabulary scores (Dallas Chapter, 2015)



# School Readiness

## Percent passing kindergarten readiness assessment



Source: AVANCE participant administrative data and Dallas ISD enrollment and testing data, 2013-2018.

Note: \*\*\* indicates statistical significance at the  $p < .001$  level. Results presented are the raw proportions of pre-k attendees by group.

# Family, Friends & Neighbors Program

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Key Elements & Impact

# The Family, Friends, and Neighbors Program (FFN)

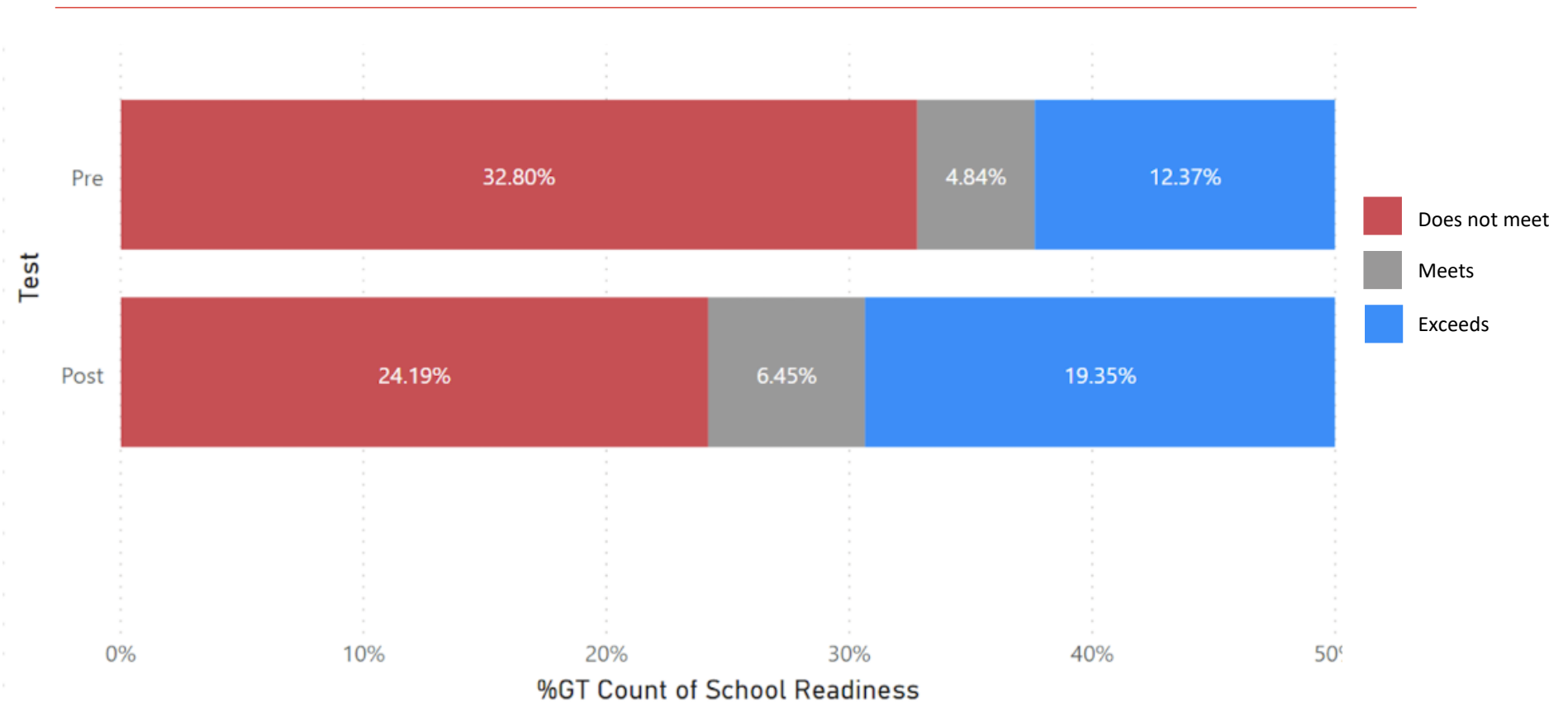
- 
- AVANCE's Quality Childcare Program
  - Focused on home based child care providers
  - 8-10 session, in-person (virtual model available)
  - Content of program
    - Licensing/business support
    - Early Childhood Education
    - Quality learning environments
    - Lesson planning
    - Care giver interactions
-

# Impact of FFN

- 
- 67% increase in provider confidence in passing Texas Rising Star (TRS) certification after completion of FFN
  - 100% of providers indicate commitment to pursue TRS certification after completion of FFN
  - 6 months after FFN, over 20% of graduates receive TRS certification
-

# Impact of FFN

## School Readiness





AVANCE provides the foundation for  
parents and children to break the cycle  
of intergenerational poverty.

## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Dr. Henrietta Muñoz Educare Initiative Briefing

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**Summary:**

Dr. Muñoz is overseeing partnerships and solutions to persistent challenges affecting the Edgewood ISD through SB-1882 initiatives, as well as the Educare initiative within the framework of the A&M-SA & South Bexar County ISDs Partnership to Impact Regional Equity and Excellence (ASPIRE).

Dr. Muñoz will provide the Child Care Committee with a briefing on the new Educare initiative and how it aligns with Committee Guidelines.

**Analysis:**

Dr. Muñoz will explain the vision and purpose of the Educare initiative to the Child Care Committee.

**Alternatives:**

Dr. Muñoz will discuss strategies that improve access to quality child care.

**Fiscal Impact:**

There is no financial impact at this time.

**Recommendation:**

WSA staff recommends further discussion and input from the Child Care Committee.

**Next Steps:**

Dr. Muñoz will provide updates to the Child Care Committee on future progress.

**Attachment**

None.



# Educare School @ A&M San Antonio

*To transform families' lives and the early care ecosystem through innovative equity-centered practices, collaborative research and advocacy.*

## **Phase I: October – December 2020**

- Stakeholder Meetings
- Stakeholder Survey
- Family Feedback Focus Groups
- Community Scan – Application
- National Review
- Feedback and next steps

## **Design Planning Phase: January - May 2021**

- Design Plans
- Stakeholder Meetings – Design Meetings
- Budget Development
- Beginning of Fundraising



## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** LaVonia Horne-Williams, Procurement & Contracting Director

**Date:** January 11, 2021

**Subject:** Childcare Quality Services Recommendation for Award

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**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.

WSA issued a Request for Proposal (RFP) to obtain Childcare Quality Services on November 13, 2020. WSA held a Pre-Proposal meeting on November 19, 2020 and accepted written questions through November 23, 2020. The submission deadline for proposals was December 15, 2020. WSA received two (2) proposals and both were deemed responsive and moved forward to be evaluated. After the tabulation of evaluator scores the two proposals were ranked and a recommendation is being made to award the contract to the highest ranked Proposer, City of San Antonio with an overall score of 90 points out of 100.

**Fiscal Impact:** None

**Recommendation:**

Recommendation is being made to award the contract to the highest ranked Proposer, City of San Antonio with an overall score of 90 points out of 100.

**Next Steps:** Concurrence of the Childcare Committee and move the recommendation for award forward to the Board for approval. Once approved by the board, beginning the process of negotiations and execution of a contract.

# Procurement Department

Contracts and Procurement

January 11, 2021





# Childcare Quality (CCQ) Services

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## **Request for Proposal (RFP) Timeline**

Date of Issuance: November 13, 2020, 4:00 p.m. (CST)

Pre-Proposal Meeting: November 19, 2020, 2:30 pm (CST)

Written Questions due by: November 23, 2020, 4:00 p.m. (CST)

Submission Deadline: December 15, 2020 5:00 p.m. (CST)

Evaluation: December 28, 2020 - January 04, 2021

Recommendation for Award: January 07, 2021

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# Childcare Quality (CCQ) Services

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## Criteria for Evaluation

Organizational Capacity - 25 points

Performance – 25 points

Operational Plan – 20 points

Transition Plan – 15 points

Budget – 15 points

HUB Certification – 5 points (bonus)

**Total points w/bonus: 105**



# Recommendation

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- Recommendation is to award City of San Antonio with highest score.
- Scored 90 points of 100





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**Questions?**



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## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Child Care Committee Guidelines/Focus Areas Briefing & Discussion: Establish Priorities for 2021

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### Summary:

The WSA Board approved the Child Care Committee Guidelines in October 2020. WSA and Contractors will use the Guidelines/Focus Areas to develop priorities and strategies to increase quality in our region.

WSA would like to take this opportunity to highlight some of the initiatives recently implemented since October 2020 and how they align with the Child Care Committee Guidelines/Focus Areas and discuss set potential priorities based on these focus areas for 2021. WSA will continue to provide updates on quality initiatives and outcomes.

### Analysis:

The Child Care Committee Guidelines include the following key focus areas:

- Access to High Quality Child Care for every child in the WSA board area
- High Quality Teaching Practices, Educator Supports, and Career for EC teachers
- Coordinated Systems: Comprehensive, Continuous, and Integrated
- Advocacy
- Oversight
- Family Engagement

WSA is committed to using Child Care Committee Guidelines to improve outcomes in focus areas that promote quality. WSA and C2 Global recently completed child care quality initiatives that align with established Guidelines. These initiatives allowed:

- Increase access to High Quality Child Care
- Provide career and educator supports
- Promote high quality teaching practices
- Demonstrate coordinated systems

WSA would like to provide the following summary of some quality initiatives completed since October 1, 2020.

Initiative	Investment	Outcome
TRS Stipends	\$258,000	Help sustain quality providers; will help maintain access to quality child care amid the pandemic. Partnered with Collaborative for Children to provide business training for providers.
Dream Proposals	\$85,684	Increased infant capacity at TRS center, for example, in Gillespie County, a high-need area. Another example, purchased learning materials and outdoor equipment that enable providers to become TRS certified or increase star level.
Accreditation	\$26,781	Supported TRS providers through national accreditation process.
CDA Renewals	\$1,000	Paid for CDA renewals to help providers maintain credentials.
TXAEYC Conference	\$5,431	Provided scholarships to TXAEYC Conference for professional development.
Education Incentive	\$8,000	Pay incentive to teachers that complete semester at SAC; encourages and enables providers to continue education.
Provider Resources	\$285,778	Purchased education STEAM, Social Emotional, Outdoor Play, and Diversity/Multicultural kits and training for TRS and CCS providers.
<b>Total</b>	<b>\$670,674</b>	

**Alternatives:**

WSA will continue to use the Child Care Committee Guidelines to align goals and outcomes with future child care quality initiatives.

**Fiscal Impact:**

The total fiscal impact was \$670,674. These funds came from the Program Year 20 Child Care Quality funds.

**Recommendation:**

WSA staff recommends further discussion and input from the Child Care Committee.

**Next Steps:**

WSA will continue to provide updates to the Child Care Committee on future initiatives.

**Attachment:**

None.

# Child Care Committee Guidelines/Focus Areas Briefing & Discussion

January 11, 2021



AmericanJobCenter®

# Summary

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- Board approved Child Care Committee Guidelines in October
- Guidelines used to develop priorities and strategies
- Briefing on initiatives completed since October
- These initiatives
  - Increase access to High Quality Child Care
  - Provide career and educator supports
  - Promote high quality teaching practices
  - Demonstrate coordinated systems

Discussion: Focus Areas: Establish Priorities for 2021



# Initiatives since October

Initiative	Investment	Outcome
TRS Stipends	\$258,000	Help sustain quality providers; will help maintain access to quality child care amid the pandemic. Partnered with Collaborative for Children to provide business training for providers.
Dream Proposals	\$85,684	Increased infant capacity at TRS center, for example, in Gillespie County, a high-need area. Another example, purchased learning materials and outdoor equipment that enable providers to become TRS certified or increase star level.
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Provider Resources	\$285,778	Purchased education STEAM, Social Emotional, Outdoor Play, and Diversity/Multicultural kits and training for TRS and CCS providers.
Total	\$670,674	





**Questions?**

## MEMORANDUM

**To:** Workforce Solutions Alamo Board

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Child Care Performance Briefing

### Summary:

WSA is currently not meeting TWC Child Care performance. WSA briefed the Child care Committee in October on the possibility of low performance due to the TWC mandated freeze and new enrollment target. This situation was outside our control due to the TWC mandated freeze.

WSA will provide a child care performance briefing. The City of San Antonio (COSA) is actively enrolling children and is experiencing some challenges due to COVID-19. Due to all boards currently experiencing the same challenges is providing leniency on performance. WSA is optimistic about the progress and will continue to monitor performance.

### Analysis:

Below is a historical snapshot of official child care performance.

\* WSA awaiting actual #'s for Nov/Dec from TWC. Nov-20 & Dec-20 Listed #'s *unofficial*.

Month	Goal	Actual YTD Units	Percent of Goal
Oct-19	9,532	10,891	114.26%
Nov-19	9,532	10,776	113.05%
Dec-19	9,532	10,631	111.53%
Jan-20	9,532	10,502	110.18%
Feb-20	10,469	10,429	99.62%
Mar-20	10,469	10,393	99.27%
Apr-20	10,469	10,377	99.12%
May-20	10,469	10,383	99.18%
Jun-20	10,469	10,346	98.83%
Jul-20	10,469	10,268	98.08%
Aug-20	10,469	10,190	97.33%
Sep-20	10,469	10,093	96.41%
Oct-20	9,544	8,660	90.74%
Nov-20	9,544	8,658	90.72%
Dec-20	9,544	8,964	93.92%



**Listed below are issues, impacts & Actions that impacted performance  
These issues began negatively impacting performance October 2020.**

Issue	Impact Summary
Due to COVID-19, school districts have limited class sizes to promote social distancing.	<ul style="list-style-type: none"> <li>School-age children are receiving full time care, which increases the cost of care statewide.</li> </ul>
These are unprecedented times.	<ul style="list-style-type: none"> <li>Due to the uncertainty of the statewide budget, TWC cautioned boards about enrolling more children in May and eventually put a freeze on enrollments in June.</li> </ul>
TWC did not provide the new 9,544 enrollment target effective October 1 <sup>st</sup> (new program year) until September.	<ul style="list-style-type: none"> <li>At the time of TWC notification, WSA had 8,792 children enrolled due to attrition and enrollment freeze.</li> <li>Performance is based on Year to Date, starting off with a low number in October was detrimental.</li> </ul>
New target caused us to start PY21 with negative performance.	<ul style="list-style-type: none"> <li>COSA started diligently increasing enrollments as soon as new target was received from TWC.</li> <li>Staff are working overtime.</li> </ul>
COVID-19 has caused new challenges.	<ul style="list-style-type: none"> <li>There are fewer jobs for low income families.</li> <li>Service industries are being impacted by mandatory closures, which causes inconsistent work hours.</li> <li>Some parents opt to keep their children home since large child care centers have more exposure.</li> <li>Some families decided to delay child care until January because there are siblings available to provide care.</li> </ul>
Choices enrollments are down.	<ul style="list-style-type: none"> <li>Since Choices enrollments are included in performance, COSA needs to overcompensate with income eligible parents.</li> <li>Choices enrollments are low because work requirements have been suspended for Choices.</li> </ul>
Action: WSA and COSA have met with TWC.	<ul style="list-style-type: none"> <li>Alamo has high performance in comparison to other large workforce boards</li> <li>Most workforce boards have low performance as they are experiencing the same challenges.</li> <li>TWC is optimistic about the increase in enrollments and will provide leniency due to challenges statewide.</li> </ul>
Action: Continue Intake	<ul style="list-style-type: none"> <li>Sending out mass messages to parents, providers, partners.</li> <li>Promoting at community meetings.</li> <li>Updating the website.</li> <li>Social media campaign.</li> </ul>

**Alternatives:**

- WSA and COSA are monitoring enrollments closely and will continue to implement strategies to meet performance.
- COSA plans to meet performance in February or March based on recent trends. COSA may be placed on a corrective action plan if performance is not met in March.

**Fiscal Impact:**

Although there is a potential for a de-obligation of funds, current carry over and projected plans to expend, WSA anticipates 90% of funds will be expended successfully. WSA currently has minimal concerns of de-obligation. In addition, TWC is aware of low performance across the state, and could make the decision to provide leniency in this area. TWC noted that Alamo's performance was the highest amongst large workforce boards, which account for most enrollments statewide.

**Recommendation:**

WSA will continue to monitor performance and provide updates.

**Next Steps:**

Contractor staff will continue to perform intake and outreach to target populations. The outreach plan will be evaluated and adjusted as needed.

- Outreach will need to be monitored to ensure that outreach is not followed by a long waitlist.
- Before intake was opened, some parents were on the waitlist for over one year.
- There is a possibility of receiving stimulus child care funds later in the year.

**Attachment:**

WD 28-20 Deobligation and Reallocation of Commission-Allocated Funds

# Child Care Performance Briefing

January 11, 2021



AmericanJobCenter®

# Summary

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- Briefing on Child Care Services Performance
- Performance History: Not meeting performance effective October 1st
- External issues contributing to the performance goals
- Contributing Issues, Impacts & Actions
- Child Care Fiscal Projections
- Next steps



# Performance History

Month	Goal	Actual YTD Units	Percent of Goal
Oct-19	9,532	10,891	114.26%
Nov-19	9,532	10,776	113.05%
Dec-19	9,532	10,631	111.53%
Jan-20	9,532	10,502	110.18%
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Mar-20	10,469	10,393	99.27%
Apr-20	10,469	10,377	99.12%
May-20	10,469	10,383	99.18%
Jun-20	10,469	10,346	98.83%
Jul-20	10,469	10,268	98.08%
Aug-20	10,469	10,190	97.33%
Sep-20	10,469	10,093	96.41%
Oct-20	9,544	8,660	90.74%
Nov-20	9,544	8,660	90.72%
Dec-20	9,544	8,964	93.92%



# Information & Additional Data

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- Nov/Dec:(New program year): #'s listed on chart unofficial. Actual Performance History data has not yet been provided by TWC.
- The additional units needed to reach 95% in February is 450-500 children.
- Est. 9804 Units Mandatory & Discretionary
- \* Note: As Attrition & Mandatory increase/decrease the numbers do change.



# Issues, Impact & Actions

Issue	Impact Summary
Due to COVID-19, school districts have limited class sizes to promote social distancing.	<ul style="list-style-type: none"> <li>School-age children are receiving full time care, increases \$ of care statewide.</li> </ul>
These are unprecedented times.	<ul style="list-style-type: none"> <li>TWC put a freeze on enrollments in June.</li> </ul>
TWC did not provide the new 9,544 enrollment target effective October 1 <sup>st</sup> (new program year) until September.	<ul style="list-style-type: none"> <li>At the time of the notification, WSA had 8,792 children enrolled due to freeze.</li> <li>Performance is based on Year to Date, starting off with a low # is detrimental.</li> </ul>
New target caused us to start PY21 with negative performance.	<ul style="list-style-type: none"> <li>COSA started diligently increasing enrollments as soon as TWC notification was received.</li> </ul>
COVID-19 has caused new challenges.	<ul style="list-style-type: none"> <li>There are fewer jobs for low-income families.</li> <li>Service industries are being impacted by mandatory closures, inconsistent hours.</li> <li>Some parents opt to keep their children home, large child care = higher exposure.</li> <li>Some families decided to delay child care until January because siblings available.</li> </ul>
Choices enrollments are down.	<ul style="list-style-type: none"> <li>Choices enrollments are included in performance, COSA needs to overcompensate with income eligible parents.</li> <li>Choices enrollments are low because work requirements have been suspended.</li> </ul>
Action: WSA and COSA have met with TWC.	<ul style="list-style-type: none"> <li>Alamo has high performance compared to other large workforce boards.</li> <li>Most workforce boards have low performance, as they are experiencing same challenges.</li> <li>TWC is optimistic about the increase in enrollments and will provide leniency.</li> </ul>
Action: Continue Intake	<ul style="list-style-type: none"> <li>Sending out mass messages to parents, providers, partners.</li> <li>Promoting at community meetings.</li> <li>Updating the website.</li> <li>Social media campaign.</li> </ul>

# Child Care Fiscal Projections

- WD 28-20 Deobligation and Reallocation of Commission-Allocated Funds. *(included as attachment)*
  - Boards must be aware that TWC conducts midyear reviews of expenditures in the fifth through eighth program months (February through May) for Child Care, SNAP E&T, and TANF only. TWC bases a potential deobligation only on a Board's failure to achieve the expenditure of an amount corresponding to 90 percent or more of the relative proportion of the program year.
  - For example, at the end of the sixth month of the program year, 50 percent of the program year is completed and 90 percent of 50 percent equals 45 percent, which is the lowest expenditure level to be achieved in order to avoid a potential deobligation
- Risk of deobligation of funds, is minimized due to carry over funds & projected plans.
- WSA anticipates 90% of funds will be expended successfully and has no current concerns of de-obligation.

A	B	C	D	E	F
		Units	Budget		
	Mandtory	1,352	9,961,576.56	1.81	28.
	Discretionar	8,192	51,314,688.00	1.81	
		9,544	61,276,264.56		
			Source of Funds		
	2020CCF	Carryover	2,763,682.11		
	2020CCM	Carryover	2,638,553.48		
			5,402,235.59		
	2021CCF		60,405,484.00		Non Direct Budg
	2021CCM		7,244,574.00		1,616,607.0
					4,508,681.0
					<b>6,125,288.0</b>
		Total	73,052,293.59		
			Expenditures		
	Direct Care (payments to providers)		61,276,264.56		
	Contractor	4,200,000.00			
	Board Corporate	2,100,000.00			
	Facilities	674,140.00			
	Computer upgrade	100,000.00			
	Computers	45,000.00			
	Full time staff to support childcare	100,000.00			
		<b>7,219,140.00</b>	7,219,140.00		
		Total Exp	68,495,404.56		
	Reserve		4,556,889.03		





# Next Steps

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- Continue to monitor enrollments
- Continue implementing plans to meet performance in February/March
- Evaluate and adjust outreach plan as needed
- Low risk of de-obligation of funds
- Possibility of receiving stimulus funds





**Questions?**

Texas Board Current Performance (received 01/07.2021)

	<b>BCY21 Target</b>	<b>October 2020 Average Kids Per Day</b>	<b>Percent of BCY20 Target</b>
Panhandle	2,064	1,635	79.22%
South Plains	2,233	2,040	91.36%
North Texas	1,143	836	73.14%
North Central	7,025	5,862	83.44%
Tarrant County	7,170	6,319	88.13%
Dallas	13,584	12,166	89.56%
North East	1,507	1,354	89.85%
East Texas	4,531	3,397	74.97%
West Central	1,527	1,294	84.74%
Borderplex	5,929	4,428	74.68%
Permian Basin	2,288	1,694	74.04%
Concho Valley	807	612	75.84%
Heart of Texas	2,167	1,713	79.05%
Capital Area	2,905	2,275	78.31%
Rural Capital	2,265	2,105	92.94%
Brazos Valley	1,225	1,113	90.86%
Deep East Texas	2,052	1,813	88.35%
Southeast Texas	1,839	1,900	103.32%
Golden Crescent	1,091	765	70.12%
Alamo	9,544	8,660	90.74%
South Texas	3,015	1,923	63.78%
Coastal Bend	2,710	2,239	82.62%
Lower Rio Grande	9,706	7,919	81.59%
Cameron County	3,627	3,391	93.49%
Texoma	833	814	97.72%
Central Texas	2,665	2,071	77.71%
Middle Rio Grande	1,661	1,292	77.78%
Gulf Coast	27,716	24,055	86.79%

**TEXAS WORKFORCE COMMISSION**  
**Workforce Development Letter**

<b>ID/No:</b>	WD 28-20
<b>Date:</b>	
<b>Keyword:</b>	Child Care; SNAP E&T; TANF/Choices; WIOA
<b>Effective:</b>	30 days after issuance

**To:** Local Workforce Development Board Executive Directors  
Commission Executive Offices  
Integrated Service Area Managers

**From:** Courtney Arbour, Director, Workforce Development Division

**Subject:** **Deobligation and Reallocation of Commission-Allocated Funds**

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**PURPOSE:**

The purpose of this WD Letter is to provide Local Workforce Development Boards (Boards) with information and guidance for implementing the Texas Workforce Commission's (TWC) rules for the deobligation and reallocation of Commission-allocated funds to local workforce development areas (workforce areas).

**RESCISSIONS:**

WD Letter 48-09

**BACKGROUND:**

TWC Chapter 800 General Administration rules §§800.71–800.77 set forth provisions for the deobligation and reallocation of Commission-allocated funds and provide TWC with flexibility in its review of underlying factors or causes for the underexpenditure of Commission-allocated funds by a Board.

The rules state the following:

- The Commission allocates funds to workforce areas.
- The scope of TWC's evaluation of factors that impact expenditures includes Board performance on contracted measures, specifically service delivery factors that contribute to performance and use of funds within a workforce area.
- Boards are required to notify the Board Chair when requesting a voluntary deobligation of funds.
- TWC's review of requests for reallocated funds in months five through eight of the appropriate program year is based on an evaluation of a Board's ability

to use funds, the performance factors, and a demonstrated need in the workforce area.

TWC submitted to the US Department of Labor (DOL) a request for a waiver of the provisions of §128(c)(3) and §133(c)(3) of the Workforce Innovation and Opportunity Act (WIOA). This waiver allows TWC to develop different criteria from what is required by statute for the reallocation of recaptured funds among workforce areas. On July 7, 2020, DOL approved the waiver request for Program Years 2020 and 2021 (expiring June 30, 2022).

#### **PROCEDURES:**

**No Local Flexibility (NLF):** This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

**Local Flexibility (LF):** This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”

**NLF:** Boards must ensure that appropriate staff is aware of and adheres to the requirements, procedures, and time frames related to the deobligation and reallocation of Commission-allocated funds to workforce areas, as set forth in Chapter 800 and in this WD Letter.

**NLF:** Boards must be aware that under federal requirements, WIOA formula funds are subject to:

- an 80 percent obligation requirement following the end of the first program year; and
- a 100 percent expenditure requirement following the end of the second program year.

**NLF:** Boards must be aware that TWC conducts an end-of-year review of WIOA formula funds. Funds in excess of 20 percent of the allocation, less any amount reserved for administration (up to 10 percent), for each category of WIOA formula-allocated funds that are unobligated are subject to deobligation.

**NLF:** Boards must be aware that WIOA formula funds are not subject to midyear deobligation; however, TWC will continue to actively oversee WIOA service delivery, including evaluations of expenditures and performance, and will provide Boards with technical assistance.

**NLF:** Boards also must be aware that expenditure reviews will be conducted monthly.

**NLF:** Boards must be aware that Child Care, Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) and Temporary Assistance for

Needy Families (TANF) funds, are subject to a 90 percent expenditure requirement.

**NLF:** Boards must be aware that TWC conducts midyear reviews of expenditures in the fifth through eighth program months (February through May) for Child Care, SNAP E&T, and TANF only. TWC bases a potential deobligation only on a Board's failure to achieve the expenditure of an amount corresponding to 90 percent or more of the relative proportion of the program year.

For example, at the end of the sixth month of the program year, 50 percent of the program year is completed and 90 percent of 50 percent equals 45 percent, which is the lowest expenditure level to be achieved in order to avoid a potential deobligation.

#### **Deobligation Request from TWC**

**LF:** Before TWC considers a potential deobligation, Boards may provide information to justify their current and projected expenditure levels, pertinent performance data, and service levels.

**NLF:** Boards must be aware that TWC holds Boards accountable for fully using Commission-allocated funds to address the needs of job seekers and employers within the workforce area.

**NLF:** Upon receiving a formal request from TWC, a Board must provide a service delivery plan, with sufficient detail, to ensure that the specific strategies and actions the Board has undertaken, or will undertake, will assist the workforce area to fully expend funds within the program year.

**NLF:** TWC will notify the Board of the potential deobligation amount, and the Board must provide a service delivery plan, with detailed information on the actions that the Board will take to address its deficiencies, such as:

- the expansion of services proportionate to the available resources (whether the Board plans to increase services and activities for customers and/or increase the number of customers served, including the number of customers in training);
- projected service levels and related performance (projected increases in the number of customers receiving services, the projected increases in services, and associated performance outcomes);
- reporting outstanding obligations (description of services or activities that are reported as obligations and projected time frames for expending these obligations); and
- any other factors that a Board would like for TWC to consider.

#### **Contract Amendments within 60 Days of Review Period**

**NLF:** Boards must be aware that TWC will not deobligate funds if, less than 60 days before the potential deobligation period, a contract amendment has been executed

with the Board for a supplemental allocation or reallocation of funds in the same program category of funding.

**Voluntary Deobligation**

**LF:** Boards may voluntarily deobligate funds when current allocations exceed the needs of their service delivery strategies.

**NLF:** Boards must ensure that the Board Chair is notified of a request to voluntarily deobligate funds from a workforce area.

**Reallocation of Funds**

**NLF:** Boards must be aware that the Commission can reallocate available balances of Commission-allocated funds to eligible workforce areas.

**NLF:** Boards must submit to their assigned contract manager written requests for additional funds that the Commission makes available for reallocation.

**NLF:** Boards must be aware that TWC will develop reallocation recommendations for WIOA, child care, SNAP E&T, and TANF formula funds based on:

- amounts specified in the Board’s written request for additional funds;
- demonstrated ability of the Board to effectively expend funds to address the need for services in the workforce area;
- Board performance during the current and previous program year; and
- related factors, as necessary, to ensure that the funds are fully used.

**NLF:** Additionally, for WIOA formula funds, Boards must be aware that TWC will consider the Board’s established plan for working with at least one of the governor’s industry clusters, as specified in the Board’s local plan, as a factor for recommendation of the reallocation of funds.

**NLF:** Boards must be aware that to be eligible to receive reallocated WIOA formula funds, they must have obligated at least 80 percent of the previous program year’s allocation. A workforce area’s eligibility to receive a reallocation will be determined separately for each funding stream.

**INQUIRIES:**

Send inquiries regarding this WD Letter to [wfpolicy.clarifications@twc.state.tx.us](mailto:wfpolicy.clarifications@twc.state.tx.us).

**ATTACHMENT:**

None

**REFERENCES:**

Texas Government Code §301.0015 and §302.002

Texas Workforce Commission General Administration Rules §800.52, §800.71, and §§800.74–800.77

## Purpose

In September 2020, per Workforce Solutions Alamo (WSA) guidance, the Department of Human Services (DHS), Child Care Services Division (CCS) began to notify families on the waitlist of enrollment opportunities. During this time, CCS had a waitlist of 4,344 families and 730 enrollment openings. Typically, approximately 70% of waitlisted families accept care when offered. Due to COVID – 19 related concerns, CCS experienced many more waitlisted families declined services when contacted. As a result, most of the waitlist has been exhausted after enrolling 917 children as of December 23, 2020. The program needs to continue enrolling up to 725 more children to meet state performance requirements.

In collaboration with WSA and Texas Workforce Commission, a new target enrollment date has been established for March 2020. CCS is implementing a proactive strategy to increase enrollment and replenish the waitlist for services. By March, CCS will have reached 20,000 people and increased the waitlist by 1,000 families.

## Proposed Primary Recruitment Strategies

In developing and implementing a robust recruitment strategy, CCS will work with the DHS Public Relations Manager and Graphic Designer to develop content and materials for distribution. CCS will utilize City resources to promote the program to its fullest and most efficient capabilities. CCS is also in the process of reaching out to TVSA for a running ad and will also ask for promotion on the City's main hold line. The strategies outlined below will offer a broad range to promotion for the program and will assist in meeting outreach goals.

### Strategy 1: Direct Contact to Service Providers, Current Enrollees and Local Non-Profit Partners (Constant Contact)

- Send email message to all 572 registered Child Care Services Providers by January 08, 2021.
- Send Constant Contact to all 9,672 currently enrolled clients by January 08, 2021.
- By January 22, 2021, CCS will request internal relevant city programs promote service availability, including Pre-K 4SA, Head Start, Early Head Start, and Parks and Recreation Youth services
- Send email blast with distribution materials to more than 80 nonprofit partners for promotion with their clients by January 15, 2021

### Strategy 2: Web-site Announcements

- Add announcement/advertisement on the City of San Antonio Department of Human Services and City of San Antonio WebSites. Requests will be made by January 15, 2021 and January 22, 2021, respectively.
- Request to add announcement/advertisement to alternate agency websites, including WSA, DHS Head Start and Early Head Start by January 11, 2021.

### Strategy 3: Social Media Promotion

- On January 22, 2021, DHS will add announcements/advertisements on COSA Department Facebook, Twitter and Instagram pages with recurring announcements scheduled for twice a month through March.
- Add announcement/advertisement on WSA Facebook page

### Strategy 4: Outreaching Local and rural community events

- Participate in local and rural live or online community events.
- Coordinate with Workforce Career Center staff to encourage and assist with rural enrollments.
- Participate in outreach events throughout the contract year.
- Ensure rural workforce centers have outreach materials available in office and notify rural judges of the enrollment opportunities and request for information to be posted virtually on their county websites.

### Strategy 5: Review enrollment numbers weekly

- Adjust processes as necessary to adapt to changing conditions in community.



- Review past application mail outs and reach out to applicants again.

## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Parent Share of Cost Policy

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**Summary:**

Child Care Services (CCS) parents must pay a parent share of cost (PSOC) based on income, family size, and the number of children in care.

On December 28, 2020 the Board approved PSOC discounts for parents choosing a Texas Rising Star (TRS) provider. WSA updated child care policy CC 12, C2 Parent Share of Cost to include the TRS discount. WSA is requesting approval for the updated policy.

**Analysis:**

CCS 12, C2 Parent Share of Cost was updated to include the TRS discount. The policy change authorizes a discount on the assigned PSOC when a parent chooses a TRS provider.

TWC has the following requirements associated with the TRS discount:

- The parent continues to receive the discount if the TRS provider loses certification
- The parent continues to receive the discount if the parent moves or changes employment and there are no TRS providers to meet the needs of the parent's changing circumstances.

WSA consulted with Tarrant County, another large workforce board that implemented the TRS discount for best practices. The City of San Antonio (COSA) will develop procedures to ensure eligible families receive the discount and the PSOC automation is accurate.

**Alternatives:**

There are no alternatives because CCS 12, C2 Parent Share of Cost must be updated to reflect the changes for TRS discounts.

**Fiscal Impact:**

WSA fiscal staff developed the 12-month budget estimates below for TRS discounts on PSOC.

Discount	Duration	Cost
10%	12 months	\$148,814

**Recommendation:**

Board staff is requesting approval of CCS 12, C2 Parent Share of Cost. The policy is attached for review and approval.

**Next Steps:**

COSA will implement procedure changes to ensure compliance with TWC requirements and Board policy.

**Attachment:**

CCS 12, C2 Parent Share of Cost

# Parent Share of Cost Policy

January 11, 2021



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# Summary

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- 12/28 Board approved TRS discount on Parent Share of Cost
- Updated CCS 12, C2 Parent Share of Cost Policy
- Consulted with Tarrant County Board on best practices
- Contractors will implement procedure changes
- Requesting approval for updated policy





**Questions?**

## POLICY LETTER

**ID NO: CCS 12, C2**

**DATE ISSUED: January 22, 2021**

**TO: Workforce Solutions Alamo CCS Contractor**

**FROM: Adrian Lopez, CEO**

**SUBJECT: Parent Share of Cost**

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### **PURPOSE:**

To adopt changes to the current CCS 12 policy as it relates to provider reimbursement of parent share of cost.

### **REFERENCE(S):**

Texas Workforce Commission (TWC) Child Care Rules, Sections **809.2**, 809.13, 809.19, **809.45**, **809.47**, **809.49**, 809.51, **809.52**, **809.54**.

### **BACKGROUND:**

Texas Workforce Commission (TWC) Rules, Section 809.13, requires Boards to develop policies for the design and management of the delivery of child care services in a public process. Rules require Boards to have a policy related to assessment of parent share of cost including the reimbursement of providers when a parent fails to pay the parent share of cost.

### **POLICY:**

Parent share of cost (PSOC) will be an amount determined by the sliding fee scale based on the family's size, gross monthly income, and number of children in care. If the PSOC, based on family income and family size, is calculated to be zero, the Board or its child care Contractor shall not charge the parent a minimum share of cost amount. PSOC is due before child care services are delivered.

Teen PSOC is based solely on the teen parent's income and size of the teen's family as defined in 809.2, unless they are covered under an exemption listed below.

PSOC will be assessed to all parents except in the following exemptions:

- Parents who are participating in Choices or who are in Choices child care described in 809.45
- Parents who are participating in SNAP E&T or who are in SNAP E&T described in 809.47
- Parents of a child experiencing homelessness described in 809.52
- Parents who are children who are receiving protective services child care under 809.49 and 809.54, unless DFPS assesses the parent share of cost

If the parent is not covered by an exemption listed above, then the Board or its child care Contractors shall not waive the assess PSOC under any circumstances.

PSOC will only be assessed at the following times:

- Initial eligibility determination
- 12-month eligibility redetermination
- Upon the addition of a child in care
- Upon a parent's report of income, family size, or number of children in care that would result in a reduced parent share of cost assessment
- Upon resumption of work, job training, or education activities following temporary changes described in 809.51(a)(2) and upon resumption of work, job training or education activities during the three-month continuation of care period described in 809.51(c)

**Parents that choose to enroll in a TRS provider will receive a 10% discount on their assigned PSOC. The parent continues to receive the discount if the TRS providers loses TRS certification, or the parent moves or changes employment and there are no TRS-certified providers available to meet the needs of the parent's changing circumstances. The parent will no longer receive the discount if they voluntarily transfer from a TRS-certified provider to a non-TRS certified provider.**

**Contractor staff must develop procedures to ensure eligible families receive the discount and automation adjustments are made as needed.**

PSOC shall not increase above the amount assessed at initial eligibility redetermination or at the 12-month eligibility redetermination except upon the addition of a child in care.

The Board or its child care Contractor may review the assesses PSOC for a possible temporary reduction if there are extenuating circumstances that jeopardize a family's self-sufficiency. The Board or its Child Care Contractor may temporarily reduce the assessed PSOC if warranted by these circumstances. Following the temporary reduction, the PSOC amount immediately prior to the reduction shall be reinstated. Requests for reductions must be received by the Board's Contractor as specified in Contractor's procedures.

Parents may request a reduction in their PSOC two (2) times in a 12-month period due to extenuating circumstances that jeopardize a family's self-sufficiency. The limit to PSOC reductions does not apply when a parent reports a change in income, family size, or number of



children in care that would result in a reduced PSOC. Additional reductions over the two (2) allowed will be granted by WSA on a case-by-case basis.

The child care provider is responsible for collecting all PSOC before services are delivered and report instances in which the parent fails to pay the PSOC. WSA will not reimburse providers when parents fail to pay the PSOC.

If a parent is terminated for nonpayment of the PSOC, the parent must pay the amount owed to the provider before the family can be redetermined eligible for future child care services. Prior to terminating child care for nonpayment of PSOC, the Contractor must evaluate and document the family's financial situation for extenuating circumstances that may affect affordability of the assessed PSOC. For every PSOC termination, the child care Contractor will document on a running list the family size, income, and family circumstances as data for future analysis of affordability.

When frequent terminations occur, WSA will reexamine its sliding fee scale and adjust it to ensure that fees are not a barrier to assistance for families at certain income levels. The definition of frequent procedures will be developed in ~~WSA~~ **Contractor** procedures. When evaluating affordability, the general criteria will be a PSOC of less than 8 percent of the total family income for the first child.

**ACTION REQUIRED:**

Contractor shall implement this policy immediately.

**EFFECTIVE DATE:**

Immediately.

**INQUIRIES:**

Please direct all comments and inquiries pertaining to this policy to [policyinquiry@wsalamo.org](mailto:policyinquiry@wsalamo.org).

**RESCISSIONS:**

CCS 12, C1

**ATTACHMENT:**

None

## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Texas Mutual Grant Briefing

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### Summary:

In November, WSA was awarded a \$75,000 COVID-19 grant from Texas Mutual. WSA will use these grant funds to enhance outdoor learning environments for child care providers. Outdoor learning environments are an ideal way to promote social distancing and keep learning interesting during the pandemic. Additionally, improving the outdoor learning environment is a Texas Rising Star (TRS) measure and promotes quality and inclusion.

Child Care Services (CCS) providers continue to struggle financially due to challenges associated with the pandemic. Most providers are losing revenue and can't afford to invest in quality. WSA will provide a briefing and next steps for the Texas Mutual Grant.

### Analysis:

This grant opportunity will allow WSA to leverage resources for CCS providers during a critical time of need. The need for outdoor learning environments was determined by surveys, TRS assessments, and recent provider proposals.

WSA plans to keep the Child Care Committee updated on the progress. Funds must be dispersed by November 30, 2021. Below is a tentative timeline for implementation.

DATE	ACTION
1/11/2021	Present plan to Child Care Committee
1/12/2021	Send application to pool of eligible providers with due date and link to apply
1/20 and 1/27	Provider Q&A
2/12/2021	Application closes
3/5/2021	Determine finalists and award amount

**Alternatives:**

WSA will ensure the grant is implemented timely and meets the pressing needs of child care providers during the pandemic.

**Fiscal Impact:**

Texas Mutual is providing the funding for this project. WSA staff will oversee this project.

**Recommendation:**

WSA will request Child Care Committee input before full implementation. WSA will use the attached eligibility criterion and matrix to determine amounts awarded.

**Next Steps:**

WSA will implement and keep the Child Committee updated on progress and milestones.

**Attachment:**

Eligibility Criterion and Matrix

## Texas Mutual Eligibility Criterion and Matrix

1. TRS Desert/Rural status
  - Desert areas are those defined by Children at Risk.
  - Shading that indicates the number of seats available to service the number of children who reside in the area will be used to determine eligibility for funding.
  - Providers located in rural counties will be eligible with/without a desert status.
2. TRS Star Level
  - Higher priority will be given to TRS providers with the highest star level that are located within the desert area.
    - 4 STAR TRS
    - 3 STAR TRS
    - 2 STAR TRS
    - 0 STAR (Working towards TRS)
3. WSA subsidy enrollments
  - The percentage of the center's CCS enrollment vs capacity will be calculated.
  - Centers with the highest percentage will be prioritized.

After identifying finalists based on the criteria above, providers will be asked to submit a detailed written plan on how the funds will be utilized to enhance outdoor learning environment. The plan will require inclusion of the targeted TRS measure(s) for outdoor learning.

The total amount distributed to each provider will be based on information above.

- If WSA is awarded Max grant of \$75,000, distribution will be as follows:
  - Maximum of 20 awards will be awarded
  - Individual amount per provider
    - Maximum: \$5,000
    - Minimum: \$2,500

Point values will be established based on Criterion #1-3 above and will be used to determine amount of award.

Item	Scoring
TRS Desert (0-5)	50
TRS Desert (5-15)	40
TRS Desert (15-25)	30
TRS Desert (25-35)	20
Rural Provider (max points)	50
TRS – 4 STAR	30
TRS – 3 STAR	20
TRS – 2 STAR	10
TRS – 0 STAR	0
CCS Enrollments 75-100%	20
CCS Enrollments 50-75%	15
CCS Enrollments 25-50%	10
CCS Enrollments 0-25%	5

# Texas Mutual Grant Briefing

January 11, 2021



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# Summary

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- WSA received \$75,000 Texas Mutual Grant
- Providers are struggling financially
- Demand for outdoor learning environment
- Tentative timeline



# Tentative Timeline

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DATE	ACTION
1/11/2021	Present plan to Child Care Committee
1/12/2021	Send application to pool of eligible providers with due date and link to apply
1/20 and 1/27	Provider Q&A
2/12/2021	Application closes
3/5/2021	Determine finalist and award amount



# Eligibility

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## 1. TRS Desert/Rural status

- Desert defined by Children at Risk.
- Providers located in rural counties will be eligible with/without a desert status.

## 2. TRS Star Level

- Higher priority will be given to TRS providers with the highest star level that are located within the desert area.
  - 4 STAR TRS
  - 3 STAR TRS
  - 2 STAR TRS
  - 0 STAR (Working towards TRS)

## 3. WSA subsidy enrollments

- The percentage of the center's CCS enrollment vs capacity will be calculated.
- Centers with the highest percentage will be prioritized.





# Process

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- After identifying finalists based on previous slide, providers will be asked to submit a plan on how the funds will be utilized. Must include TRS measure(s) for outdoor learning.
- The total distribution to each provider based on previous slide.
- Maximum of 20 awards will be awarded
- Individual amount per provider
  - Maximum: \$5,000
  - Minimum: \$2,500



# Matrix

Item	Scoring
TRS Desert (0-5)	50
TRS Desert (5-15)	40
TRS Desert (15-25)	30
TRS Desert (25-35)	20
Rural Provider (max points)	50
TRS – 4 STAR	30
TRS – 3 STAR	20
TRS – 2 STAR	10
TRS – 0 STAR	0
CCS Enrollments 75-100%	20
CCS Enrollments 50-75%	15
CCS Enrollments 25-50%	10
CCS Enrollments 0-25%	5



# Next Steps

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- WSA will oversee grant implementation
- Funds must be dispersed by 11/30/21
- Will provide updates on progress





**Questions?**

## MEMORANDUM

**To:** Child Care Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, WSA COO

**Date:** January 11, 2021

**Subject:** Joint Base San Antonio (JBSA) Priority Group

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### Summary:

Boards have the flexibility of adding local priority groups for child care assistance based on local needs. The City of San Antonio is home to one of the largest concentrations of military bases in the United States of America. Therefore, there is high demand for child care services at JBSA locations.

WSA is requesting approval to address the need for Child Care at JBSA locations. Upon committee approval to add this group to the local priority list (Priority Group III), the Child Care policy, CCS 11, C3 Maintenance of Waiting List & Board Priority Groups will be presented with a request for approval.

### Analysis:

JBSA is one of the largest employers in San Antonio. JBSA is comprised of three primary locations: Ft. Sam Houston, Lackland, and Randolph. There are currently seven child development centers at these JBSA locations with a max capacity of 1,131 slots. Due to high demand for child care services, these child development centers have a waitlist of 891 children; and an average wait time of 6-12 months.

Making JBSA military members, civilians, and associated contractors at JBSA a local priority would allow WSA to support one of the largest employers in San Antonio. This change would make subsidized child care more accessible to these families and support our economy.

Children are enrolled based on priority level when intake is open. TWC Commissioners determine the first and second-tier priorities. WSA only has flexibility on the third-tier priority. Below is a summary of TWC and Board child care priorities.

The first priority group is assured child care services and includes children of parents eligible for the following:

- Choices child care as referenced in D-300

- Temporary Assistance for Needy Families (TANF) Applicant child care as referenced in D400
- Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) child care as referenced in D-500
- At-Risk child care for former Choices child care recipients whose TANF benefits were denied or voluntarily ended within the last 12 months due to employment, timing out of benefits, or an earnings increase

The second priority group is served subject to the availability of funds and includes, in the following order of priority:

1. Children who need to receive protective services child care as referenced in D-700
2. Children of a qualified veteran or qualified spouse as defined in §801.23
3. Children of a foster youth as defined in §801.23
4. Children experiencing homelessness as defined in A-100 and described in D-600
5. Children of parents on military deployment as defined in A-100 whose parents are unable to enroll in military-funded child care assistance programs
6. Children of teen parents as defined in A-100
7. Children with disabilities as defined in A-100

The third priority group includes priorities adopted by the Board. The order of local priority groups will be in the following order of priority, if approved:

1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. **JBSA military members, civilians, and associated contractors**

**Alternatives:**

- Outlined population will continue to be placed on military wait lists to await potential opportunities for Child Care on JBSA respective military bases.
- COSA can implement additional outreach opportunities to ensure that military families are made aware of CCS options. No priority will be given, families will be placed on waitlist according to their application.

**Fiscal Impact:**

There will be no fiscal impact.

**Recommendation:** WSA staff recommends approval of placing JBSA military members, Military (DOD) civilians, and Military (DOD) contractors of JBSA to Priority Group III *and additionally* requests approval of update to policy reflecting this change.

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**Next Steps:**

If the Child Care Committee supports, WSA will seek full board approval of this update to child care policy CCS 11, C3 Maintenance of Waiting List and Board Priority Groups at upcoming Full Board Meeting.

**Attachment:**

- **CCS 11 Ch 3 Maintenance of a Waiting List and Board Priority Groups**
- **MCC Family Types and Supplant Matrix 08.18.2020**

# Joint Base San Antonio (JBSA)/CCS

January 11, 2021



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# Summary

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- SA one of the largest concentrations of military bases in USA
- There is a shortage of Child Care slots at JBSA locations
- Boards have flexibility to add local priorities based on need of community
- Requesting approval to add JBSA priority group & approval for the corresponding update to Priority policy



# JBSA Child Care Shortage

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- 7 Child Development centers available for JBSA
- Max capacity 1,131
- Current waitlist for military personnel, civilians & military contractors: 891 children
- Avg est. wait for care: 6-12 months
- Delay of access to Child Care



# First Priority Group

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- Choices Child Care as referenced in D-300
- Temporary Assistance for Needy Families (TANF) Applicant Child Care as referenced in D400
- Choices Child Care as referenced in D-300
- Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Child Care as referenced in D-500
- At-Risk Child Care for former Choices Child Care recipients whose TANF benefits were denied or voluntarily ended within the last 12 months due to employment, timing out of benefits, or an earnings increase



# Second Priority Group

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1. Children who need to receive protective services Child Care
2. Children of a qualified veteran or qualified spouse
3. Children of a foster youth
4. Children experiencing homelessness
5. Children of parents on military deployment as defined in A-100 whose parents are unable to enroll in military-funded Child Care assistance programs
6. Children of teen parents
7. Children with disabilities



# Third Priority Group (Board Approved)

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1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. **JB SA military (DOD) members, military (DOD)civilians, and (DOD) contractors.**



# Requesting Approval

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- To add: Military, Military Civilian & Military Contractors to Priority Group III.
  - DoD civilian employees are those paid from either appropriated funds (APF) or non-appropriated fund (NAF). Eligible employees of DoD Contractors identified as DoD cardholders, not repairmen, painters, gardeners, etc. Priority order: military members would have the highest priority, followed by DoD civilians, and last is DoD contractors.
- On Update to: Local Priority Policy
- To support military community & families, and local economy.
- To provide an additional opportunity for Child Care.





**Questions?**

## POLICY LETTER

**ID NO: CCS 11, C3**

**DATE ISSUED: 1/22/2021**

**TO: Workforce Solutions Alamo CCS Contractor**

**FROM: Adrian Lopez, CEO**

**SUBJECT: Maintenance of Waiting List & Board Priority Groups**

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### **PURPOSE:**

To adopt changes to current the CCS 11 policy as it relates to Board priority groups.

### **REFERENCES:**

Texas Workforce Commission (TWC) Rules, Sections 809.13, 809.18, 809.43

### **BACKGROUND:**

Texas Workforce Commission (TWC) Rules, Section 809.13, requires Boards to develop policies for the design and management of the delivery of child care services in a public process. Rules require Boards to have a policy related to the maintenance of a waiting list and Board priority groups.

### **POLICY:**

Parents who are potentially eligible for child care services will be wait-listed for 90 days by entering the family information into Texas Workforce Information System of Texas (TWIST) during the pre-screening process. The following criteria will be reviewed during pre-screening process:

- family income and family size meet eligibility requirements;
- children needing child care are age-eligible;
- children needing child care are U.S. citizens or have legal immigration status;
- parent(s) is working or enrolled in an educational or training program;
- parent(s) meets minimum hour requirement for a 1 or 2 parent household; and
- family resides in Workforce Solution Alamo's Board region.

Parents must contact Contractor prior to their purge date (90 days from initial pre-screening date) to update their eligibly information and ensure they still meet the basic eligibility requirements.



## Local Priority Groups

- Children in Rural Counties will be a local priority until at least 20% of children receiving Discretionary funded subsidized child care do so from the Rural Counties. When all TWC priority groups have been served, customers from Rural Counties will have priority until the percentage of Rural children in Discretionary care has been met.
- WIOA participants and siblings of a child already receiving care shall be deemed a local priority group for child care.
- Families enrolled in Early Head Start Child Care Partnerships shall be deemed a local priority.
- **JBSA military members, civilians, and associated Contractors.**

The order of local priority groups will be as follows:

1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. **JBSA military members, civilians, and associated Contractors.**

*Rural Counties include all Alamo local workforce development area counties except Bexar County.*

### **ACTION REQUIRED:**

Contractor shall implement this policy immediately.

### **EFFECTIVE DATE:**

Immediately.

### **INQUIRIES:**

Please direct all comments and inquires pertaining to this policy to [policyinquiry@wsalamo.org](mailto:policyinquiry@wsalamo.org).

### **RESCISSIONS:**

CCS 11, Change 2

### **ATTACHMENTS:**

None

## Military Family Types and DoD Priority

Families select their sponsor type (e.g., Active Duty Military, DoD Civilian) and spouse status (e.g., Working, Student, Seeking Employment, Non-Working) when they create or update their MCC household profile. MCC uses this information to create a military family type for the household, which is associated with a DoD priority. MCC uses the assigned DoD priority, along with the request for care date to determine sequence on the waitlist.

The chart below contains a complete list of all DoD priorities. You can use this chart as a quick reference when speaking to families about the DoD placement process or their specific DoD priority for care.

Military Family Type	Priority
<b>CHILD DEVELOPMENT PROGRAM STAFF</b>	
Child Development Program Staff	1A
<b>ACTIVE DUTY COMBAT RELATED WOUNDED WARRIOR</b>	
Combat Related Wounded Warrior*	1B.1
<b>ACTIVE DUTY MILITARY/ACTIVE DUTY COAST GUARD</b>	
Single/Dual Active Duty Military/Coast Guard	1B.2
With Full-Time Working Spouse	1B.4
With Part-Time Working Spouse	1C.1
With Spouse Seeking Employment	1C.1
With Full-Time Student Spouse	1D.1
With Non-Working Spouse	3A
<b>GUARD/RESERVE ON ACTIVE DUTY OR INACTIVE DUTY TRAINING STATUS</b>	
Single/Dual Guard/Reserve on Active Duty or Inactive Duty Training Status	1B.3
With Full-Time Working Spouse	1B.5
With Part-Time Working Spouse	1C.2
With Spouse Seeking Employment	1C.2
With Full-Time Student Spouse	1D.2
With Non-Working Spouse	3A
<b>DOD/COAST GUARD CIVILIAN</b>	
Single/Dual DoD or Coast Guard Civilian	2A
With Full-Time Working Spouse	2B
With Spouse Seeking Employment	3B
With Full-Time Student Spouse	3C
With Part-Time Working Spouse	3F
With Non-Working Spouse	3F

Military Family Type	Priority
<b>GOLD STAR SPOUSE (COMBAT RELATED)</b>	
Gold Star Spouse (Combat Related)	3D
<b>DOD CONTRACTOR</b>	
Singe/Dual DoD Contractor	3E
With Full-Time Working Spouse	3E
With Spouse Seeking Employment	3E
With Full-Time Student Spouse	3E
With Part-Time Working Spouse	3F
With Non-Working Spouse	3F
<b>OTHER ELIGIBLE</b>	
Deactivated Guard/Reserve Personnel	3F
Other Federal Employees	3F
Military Retirees	3F

- \*When Service members designated as combat-related wounded warrior in an Active Duty status require hospitalization, extensive rehabilitation, or significant care from a spouse or care provider and requires full-time child care, they may be placed into Priority 1B. This designation requires installation commander approval (this authority cannot be delegated).
- Definitions: Full-Time and Part-Time Working
  - Full-Time Working: Working 30 hours per week or 100 hours per month OR working less than 30 hours per week or 100 hours per month and enrolled in a post-secondary educational institution
  - Part-Time Working: Working less than 30 hours per week or 100 hours per month
- Guidance: Full-Time and Part-Time Student
  - Full-time student status will be verified once an offer is made. The family may be asked to show documentation from the school verifying the full-time status during the eligibility verification process.
  - Part-time students who are not working should select "Non-Working."

## Military Family Types and DoD Priority – Supplanting Matrix

The chart below contains a complete list of all DoD priorities, if the priority is subject to supplanting, and by what priorities.

Military Family Type	Priority	Supplanted By
Child Development Program Staff	1A	Cannot be supplanted
Combat Related Wounded Warrior	1B.1	Cannot be supplanted
Single/Dual Active Duty Military/Coast Guard	1B.2	Cannot be supplanted
Single/Dual Guard/Reserve on Active Duty or Inactive Duty Training Status	1B.3	Cannot be supplanted
Active Duty With Full-Time Working Spouse	1B.4	Cannot be supplanted
Guard/Reserve on Active Duty or Inactive Duty Training Status With Full-Time Working Spouse	1B.5	Cannot be supplanted
Active Duty With Part-Time Working Spouse	1C.1	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
Active Duty With Spouse Seeking Employment	1C.1	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
Guard/Reserve on Active Duty or Inactive Duty Training Status With Part-Time Working Spouse	1C.2	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
Guard/Reserve on Active Duty or Inactive Duty Training Status With Spouse Seeking Employment	1C.2	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
Active Duty With Full-Time Student Spouse	1D.1	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5, 1C.1, 1C.2
Guard/Reserve on Active Duty or Inactive Duty Training Status With Full-Time Student Spouse	1D.2	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5, 1C.1, 1C.2
Single/Dual DoD Civilian/Coast Guard Civilian	2A	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
DoD/CG Civilian With Full-Time Working Spouse	2B	Supplanted by priority 1A, 1B.1, 1B.2, 1B.3, 1B.4, 1B.5
Active Duty With Non-Working Spouse	3A	Supplanted by all priority 1 or 2
Guard/Reserve on Active Duty or Inactive Duty Training Status With Non-Working Spouse	3A	Supplanted by all priority 1 or 2
DoD/CG Civilian With Spouse Seeking Employment	3B	Supplanted by all priority 1 or 2
DoD/CG Civilian With Full-Time Student Spouse	3C	Supplanted by all priority 1 or 2
Gold Star Spouse (Combat Related)	3D	Supplanted by all priority 1 or 2
Single/Dual DoD Contractor	3E	Supplanted by all priority 1 or 2
DoD Contractor With Full-Time Working Spouse	3E	Supplanted by all priority 1 or 2
DoD Contractor With Spouse Seeking Employment	3E	Supplanted by all priority 1 or 2
DoD Contractor With Full-Time Student Spouse	3E	Supplanted by all priority 1 or 2
DoD/CG Civilian With Part-Time Working Spouse	3F	Supplanted by all priority 1 or 2
DoD/CG Civilian With Non-Working Spouse	3F	Supplanted by all priority 1 or 2
DoD Contractor With Part-Time Working Spouse	3F	Supplanted by all priority 1 or 2
DoD Contractor With Non-Working Spouse	3F	Supplanted by all priority 1 or 2

## Military Family Types: Supplanting

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Military Family Type	Priority	Supplanted By
Deactivated Guard/Reserve Personnel	3F	Supplanted by all priority 1 or 2
Other Federal Employees	3F	Supplanted by all priority 1 or 2
Military Retirees	3F	Supplanted by all priority 1 or 2

1. At no time will the child of a Direct Care CDP staff member be removed from the program to accommodate another eligible patron.
2. At no time will a Priority 1B patron be removed from the program to accommodate any other patron, including 1A patrons.
3. Priority 1C patrons may only be supplanted by an eligible patron in Priority 1A or 1B.
4. Priority 1D patrons will be supplanted by an eligible patron in Priority 1A, 1B, or 1C.
5. DoD and Coast Guard civilian patrons (Priority 2) may only be supplanted from care by an eligible Priority 1A or 1B patron when the Anticipated Placement Time of the Priority 1A or 1B patron exceeds 45 days beyond their Date Care Needed (as indicated in [MilitaryChildCare.com](http://MilitaryChildCare.com)).
6. Space Available (Priority 3) patrons will be supplanted by an eligible Priority 1 or a Priority 2 patron.