



CHILD CARE COMMITTEE SPECIAL MEETING

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
November 10, 2020
10:00 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 OCTOBER 19, 2020 MEETING

Presenter: Doug Watson, Chair

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VI. CHILD CARE QUALITY CONTRACT (CCQ) RFP (DISCUSSION AND POSSIBLE ACTION)

Presenter: LaVonia Horne-Williams, Director of Procurement

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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: Doug Watson, 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: Doug Watson, Chair



CHILD CARE COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 120
San Antonio, TX 78207
October 19, 2020
9:00AM

AGENDA

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

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BOARD ATTENDEES: Doug Watson, Betty Munoz, Juan Solis, III, Elizabeth Lutz, Eric Cooper (9:06AM), Dr. Henrietta Munoz, (Committee Volunteer), Dr. Sarah Baray, (Committee Volunteer), Katherine Filut, (Committee Volunteer), Kate Rogers (Committee Volunteer, 9:03AM), Ana DeHoyos-O'Conner, (Committee Volunteer), Kristy Kothe, (Committee Volunteer)

WSA STAFF ATTENDEES: Adrian Lopez, Louis Tatum, Angela Bush, Jessica Villarreal, Mark Milton, Elizabeth Eberhardt, Linda G. Martinez, Tony Martinez, Teresa Chavez, Melissa Sadler-Nitu, Aaron Smith, Joshua Villela

LEGAL COUNSEL: Frank Burney

PARTNERS: Ruben Davila, Pooja Tripathi

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Doug Watson, Chair
Meeting began at 9:00AM
- II. ROLL CALL
Presenter: Doug Watson, Chair
- III. PUBLIC COMMENT
Presenter: Doug Watson, Chair
No public comment
- IV. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Doug Watson, Chair
Mr. Doug Watson declared Conflict of Interest and will abstain from voting on agenda items VII. A, B, and E
- DISCUSSION AND POSSIBLE ACTION ON MINUTES OF SEPT. 22, 2020 MEETING
Presenter: Doug Watson, Chair
Upon motion by Mr. Juan Solis, III and second by Ana DeHoyos-O'Conner, the Committee unanimously approved the minutes for Sept. 22, 2020.
- V. CHILD CARE GUIDELINES WORKING PAPER (DISCUSSION AND POSSIBLE ACTION)
Presenter: Doug Watson, Chair
- Discussion and review of Child Care Guidelines working paper
Upon motion by Mr. Juan Solis, III and second by Dr. Henrietta Munoz, the Committee unanimously approved the Child Care Guidelines.
- VI. UPDATES: CHILD CARE (DISCUSSION AND POSSIBLE ACTION)
Presenter: Tony Martinez, Child Care Manager
- TRS Stipend
 - WSA is concerned about losing capacity at TRS providers and consequently limiting access to quality childcare. WSA is requesting consideration and approval for stipends to TRS providers and CCS providers working towards TRS certification. Stipends will be distributed based on need and recommendations from the Child Care Committee.
 - WSA staff recommends consideration and approval of stipends to TRS providers and providers working towards TRS. Stipends will be issued based on need, CCS enrollments, and any other criteria determined by the Child Care Committee

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- WSA can invest \$258,000 for TRS supports. These funds need to be expended by December 30, 2020.
- Mr. Solis asked: What is it thinking in terms of the criteria of who is eligible and how will we determine?
- Mr. Tony Martinez: I propose the level of grant we would give, be based off of the number of children enrolled and how much debt they have, but of course, I'll leave that to the community to decide.
- Mr. Solis asked: Are you going to give some to everybody? Are you going to provide funding to the top providers? How is staff proposing to this committee, how to contribute to providers? How should we be spending this money?
- Mr. Solis recommendation is to have all calculations prepared for committee to review/proceed with approvals. What will the distribution of \$250K be?
- WSA must inform the State how funding will be expended by December 30, 2020.
- This is not money that will be used as an incentive but money that was left over, reserved for providers.
- Mr. Doug Watson: WSA needs to notify the State by October 30, how we are going to use the money. Is the Committee in agreement that we will use the money to help centers that are struggling economically?
- Committee is requesting WSA staff to prepare formula/calculations which will determine how money will be distributed to providers, taking into consideration all comments and recommendations given by Committee.

Upon motion by Mr. Eric Cooper and second by Dr. Sarah Baray, the Committee unanimously approved to use \$258k to assist providers who are struggling financially during the COVID-19 pandemic. Mr. Doug Watson, Ana DeHoyos O'Conner & Betty Munoz abstained.

- Provider Reimbursement Rates Policy
 - On October 6, 2020, the Texas Workforce Commission's (TWC) three-member Commission took action to increase reimbursement rates based on the 2020 Market Rate Survey.
 - WSA is requesting approval for the updated provider reimbursement rate policy, CCMS 13, C4, which includes the updated reimbursement rates.
 - TWC made the following adjustments to provider max reimbursement rates statewide:
 - Non-Texas Rising Star (TRS) provider rates were set at the 30th percentile.
 - TRS 4-star providers were set at the 75th percentile.
 - TRS 3-star providers were set at 90th percent of the local 4-star rate.
 - TRS 2-star providers at 90th percent of the local 3-star rate.
 - No adjustments were made to relative childcare providers.

- This change makes our rates more consistent with the local market and subsequently more appealing to become a CCS or TRS provider. Board staff recommends approving these rates because it aligns with our goal of increasing the number of CCS and TRS providers in our region.

Upon motion by Mr. Juan Solis, III and second by Eric Cooper, the Committee unanimously approved the Provider Reimbursement Rates Policy. Mr. Doug Watson abstained.

- CCS and TRS Update
CHANGES:
 - TWC increase reimbursement rates
 - New Performance Target 9,544
 - Old Performance Target 10,469
 - Current enrollment 9,040
 - Open Intake
 - TRS Assessors resumed licensing deficiencies screenings
 PROPOSED CHANGES:
 - Pre-Star” requirement
 - 15 or less High or Medium-High deficiencies, one Severe
 - 5-year timeline
 - Standardized Mentor and Assessor Training/Certification
 - Require TRS providers to use Workforce Registry (TECPDS)
 - Contracted Slots
 - TRS CCR deficiencies
 - Discount for part-time only
 - Open for public comment November 23, 2020
 - Dr. Sarah Baray recommended WSA be at the front line and figure out how to conduct contracted slots given all the centers with debt. And the struggle that we see with them in our shared services alliance. I think contracted slots if we do it right, is a way to help businesses, be more viable and I really would like to encourage staff to begin to think about that and have something they could bring forward to this committee once these are passed.
 - Mr. Solis stated: My expectation from staff would be at least have some sort of analysis preliminarily as best about all these proposed changes. Not just leaving it up to the providers to be able to provide their input.
- BCY21 Child Care Quality Initiatives Plan
 - WSA is providing an update on the draft Program Year (PY) 21 CCQ Initiatives Plan, which includes October 1, 2020 – September 30, 2021. WSA is sharing the plan with the Child Care Committee for strategic input as we enter uncharted territory due to the COVID-19 pandemic.

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- WSA is required to submit a 12-month plan to TWC on October 30, 2020. WSA can change the plan as priorities change and will monitor expenditures accordingly. WSA will also provide an update on the Dream Proposals quality initiative.
- Quality initiatives are designed to improve the quality and availability of childcare providers in our region. WSA is committed to building and maintaining quality in our 13-county region with these funds.
- Due to the uncertainty of COVID-19, WSA plans to spend a considerable amount of funds on sustaining providers. WSA used surveys and input received at TRS/CCS roundtable discussions to develop and prioritize quality initiatives
- Ms. Ana DeHoyos-O'Conner recommended for Teresa Chavez to show Committee how they are mentoring but also creating pathways.
- Mr. Juan Solis recommended creating workshops to assist business owners understand the debt and how to run a business.
- Mr. Tony Martinez: There is a TRS grant, Business Accelerator
- Ms. Kate Rogers asked: How are we tracking how many of the staff members are getting their CDA maintaining, their CDA pursuing an Associate's degree. And or going on, even above and associates to a 4-year degree. So how are we keeping up with that data so that we know we're making progress every year?
- Ms. Teresa Chavez replied: We are constantly looking at that data and seeing where we have room to grow or many times when we have facilities that are lacking in certain areas where we're having to encourage and look at and see how we can support those staff to get credentials.
- Mr. Doug Watson requested for data to be compile and sent to the Committee.
- Dr. Sarah Baray asked via chat: Do we have a dashboard for providers in WSA?
- Mr. Tiny Martinez replied: No, we do not.
- **Upon motion by Mr. Juan Solis, III and second by Mr. Eric Cooper, the Committee unanimously approved the Child Care Quality (CCQ) Initiatives Plan. Mr. Doug Watson and Ana DeHoyos-O'Conner abstained.**
- Child Care Quality Contract
 - Texas Rising Star (TRS) is TWC's quality rating system for Child Care Services (CCS) providers. WSA currently has two separate Contractors for TRS service delivery.
 - The CCQ Contract includes the TRS mentors and quality initiatives for CCS providers.
- TRS Mentors recruit and mentor coaches to increase the number of TRS providers and the level of quality for TRS providers.
- The CCQ contractor is also responsible for quality initiatives for TRS providers and CCS providers working towards TRS.
- Contract includes 11 staff, including 7 Mentors.
 - The TRS Assessor Contract includes TRS Assessors only.
- TRS Assessors conduct TRS assessments, recertifications, and star level assessments for TRS providers.

- The TRS Assessor Contract is currently included in the CCS Contract.
- Contract includes 6 staff, including 4 Assessors.
- The CCQ and TRS Assessor contracts were extended until December 31, 2020 to allow the Child Care Committee to provide a recommendation on these contracts. WSA is requesting a recommendation on the structure of contracts for TRS service delivery.
- Dr. Sarah Baray asked: Why is the CCS contract and the quality contract separated?
- Mr. Doug Watson replied: There were political considerations.
- Dr. Sarah Baray asked: Is there an opportunity with this to bring the 2 contracts together and to do the at the same time?

Upon motion by Mr. Juan Solis, III and second by Dr. Sarah Baray, the Committee unanimously approved the contract be extended for 6 months; also, be added as a standing agenda item for consideration & review. Mr. Doug Watson abstained.

- Texas Mutual Grant Application
Presented by: Adrian Lopez, CEO
WSA's CEO met with Texas Mutual regarding workforce and childcare challenges associated with COVID-19. Following the meeting, Texas Mutual asked WSA to consider applying for a COVID-19 Relief Grant.
 - Texas Mutual Disaster Relief grant opportunity
 - \$75,000
 - TWC and WSA surveys
 - Possible strategies
- WSA is requesting input from the Child Care Committee regarding the possibility of applying for this grant to help Child Care Services (CCS) providers recover from the ongoing implications of the COVID-19 pandemic.

Upon motion by Mr. Eric Cooper and second by Mr. Juan Solis,III, the Committee unanimously approved to apply for the Texas Mutual Grant Relief Opportunity.

VII. CEO REPORT

Presenter: Adrian Lopez, CEO

- a) Introduction of the new Child Care Services Director, Jessica Villarreal

VIII. CHAIR REPORT

Presenter: Doug Watson, 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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- 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: Doug Watson, Chair

Meeting ended at 10:31AM

MEMORANDUM

To: Child Care Committee

From: Adrian Lopez, WSA CEO

Presented by: LaVonja Horne-Williams, Procurement & Contracting Director

Date: November 10, 2020

Subject: Childcare Quality Services RFP

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.

WSA will issue a Request for Proposal (RFP) is to invite potential vendors to submit a proposal for Childcare Quality (CCQ) services. An evaluation team will review the proposals received in response to this RFP and the winning proposal will be recommended to the WSA Board of Directors.

Fiscal Impact: Unknown

Next Steps: WSA will issue a Request for Proposal (RFP) to obtain Childcare Quality Services with recommendations from the Childcare Committee.

Procurement Department

Contracts and Procurement

November 10, 2020



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Childcare Quality (CCQ) Services

Request for Proposal (RFP) Timeline

Date of Issuance: November 10, 2020, 5:00 p.m. (CST)

Pre-Proposal Meeting: November 18, 2020, 2:30 pm (CST)

Written Questions due by: November 23, 2020, 5:00 p.m. (CST)

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

Evaluation: December 16, 2020-December 21, 2020

Recommendation for Award: December 22, 2020



Childcare Quality (CCQ) Services

RFP communicated to the Public?

1. Posted on the State Comptroller's website-
Electronic State Business Daily (ESBD)
 2. Emailed to the bidders list
 3. Posted on WSA's website
-



Childcare Quality (CCQ) Services

Suggested Criteria for Evaluation

Current and past performance

Experience with training

Experience with marketing

Experience with assessments

Experience with observations





Questions?



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