



## **ANNUAL BOARD OF DIRECTORS MEETING**

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

**November 17, 2023**

**10:00 AM**

### **AGENDA**

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

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

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

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- I. CALL TO ORDER  
Presenter: Chairwoman Leslie Cantu
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Chairwoman Leslie Cantu
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Chairwoman Leslie Cantu
- IV. PUBLIC COMMENT  
Presenter: Chairwoman Leslie Cantu
- V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Chairwoman Leslie Cantu
  - a. Board of Directors Meeting Minutes – October 27, 2023
  - b. Contract Summary and RFP Updates
  - c. Childcare Performance Briefing
  - d. Texas Rising Star Assessment Update
  - e. TRS Contracted Slots Pilot Briefing
  - f. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
  - g. Success Stories
  - h. Procurement Diversity Update (SMWVBE)
  - i. Facility Updates
    - i. Port SA
    - ii. Walzem/O'Connor
  - j. Sector-Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update
  - k. Quality Assurance Update
    - l. Monitoring Outcomes and Technical Assistance
  - m. TWC Performance – Claimant Reemployment Within 10 Weeks
  - n. Performance, Programs, and Operational Updates
- VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Mary Batch, Audit & Finance Committee Chair
  - a. Financial Reports
- VII. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair
  - a. Teacher Appreciation Survey Results
- VIII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Eric Cooper, Strategic Committee Chair
  - a. Aspen Institute Workforce Leadership Academy

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- b. Update on Local Plan
      - i. Community Conversations
  
- IX. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)
  - Presenter: Dr. Sammi Morrill, Oversight Committee Chair
  - a. TWC Annual Monitoring
    - i. Draft Plan for Responses
  
- X. NOMINATIONS COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)
  - Presenter: Anthony Magaro, Nominations Committee Chair
  - a. Nomination Slate of Officers for 2024 (Chair, Vice Chair, and Secretary)
  
- XI. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT (DISCUSSION AND POSSIBLE ACTION)
  - Presenter: Mike Ramsey, Executive Director Workforce Development Office, City of San Antonio
  
- XII. CEO REPORT
  - Presenter: Adrian Lopez, CEO
  - a. WSA Presentations:
    - i. City of Kenedy
    - ii. TWC Business Summit
    - iii. Ready to Work “Future of Workforce”
  - b. Applications for Funding
  - c. Ready to Work Program & Monitoring
  - d. Media, Marketing, and Communications Update
    - Presenter: Penny Benavidez, Director of Public and Government Relations
  
- XIII. CHAIR REPORT
  - Presenter: Chairwoman Leslie Cantu
  - a. BOD Attendance and Demographics
  - b. Discussion and Possible Action on CEO Adrian Lopez Employment Agreement
  
- XIV. NEXT MEETING: TBD, 2024
  
- XV. EXECUTIVE SESSION:
  - Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board of Directors may move into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:
    - a. Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;

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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;
- d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

XVI. ADJOURNMENT

Presenter: Chairwoman Leslie Cantu

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# CONSENT AGENDA ITEMS





## **BOARD OF DIRECTORS MEETING - MINUTES**

Pleasanton Chamber of Commerce

605 2<sup>nd</sup> St

Pleasanton, TX 78064

**October 27, 2023**

**10:00 AM**

**BOARD OF DIRECTORS:** Leslie Cantu (Chair), Mary Batch, Yousef Kassim, Betty Munoz, Becky Butler Cap, Esmeralda Perez (10:20am), Anthony Magaro, Jerry Graeber, Lowell Keig, Robby Brown, Lisa Navarro Gonzales (10:07am), Eric Cooper (10:14am), Elizabeth Lutz, Ana DeHoyos O'Connor, Angelique De Oliveira, Josh Schneker, Mitchell Shane Denn, Kelli Rhodes, JR Trevino (10:05am), Dawn Dixon

**STAFF:** Adrian Lopez, Adrian Perez, Gabriela Navarro Garcia, Penny Benavidez, Jeremy Taub, Randy Davidson, Chuck Agwuegbo, Rebecca Espino Balencia, Kristen Rodriguez, Vanessa McHaney, Gabriela Horbach, Brenda Garcia, Daisey Vega, Sylvia Perez, Angela Bush, Ramsey Olivarez, Christine Dever, Dr. Ricardo Ramirez, Gabriela Ore, Jessica Lockhart, Kimberly Villarreal, Manuel Ugues, Sandra Rodriguez, Trema Cote, Victoria Rodriguez

**PARTNER STAFF:** Amy Contreras

**LEGAL COUNSEL:** Frank Burney

**GUESTS:** Jim Erenzo with Collective Strategies, Joel Morgan with Equus Workforce Solutions, Janie Martinez Gonzalez with Webhead, Robert Spencer with Express Employment Professionals, Sandra Torres Richardson with Strategic Links

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***meeting between each Board member sufficient that Board members and public can hear and see them. WSA will comply with all Videoconferencing Guidelines.***

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**I. CALL TO ORDER**

Presenter: Chairwoman Leslie Cantu

**At 10:01am, Chairwoman Leslie Cantu called the meeting to order.**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Chairwoman Leslie Cantu

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

**III. DECLARATIONS OF CONFLICT OF INTEREST**

Presenter: Chairwoman Leslie Cantu

**None.**

**IV. PUBLIC COMMENT**

Presenter: Chairwoman Leslie Cantu

**None.**

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

Presenter: Chairwoman Leslie Cantu

- a. Board of Directors Meeting Minutes – August 18, 2023
- b. Contract Summary and RFP Updates
- c. Educare Update
- d. Texas Rising Star Assessment Update
- e. TRS Contracted Slots Pilot Briefing
- f. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
- g. FY24 Child Care Budget Briefing

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- h. Success Stories
- i. Youth Performance Briefing
- j. Youth Career Pathways Events
- k. FY24 Youth Program Goals
- l. Rural & Urban Youth Success Stories
- m. greater:SATX and Talent Pipeline Management Implementation Update
- n. Procurement Diversity Update (SMWVBE)
- o. Sector Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update
  - i. Partnership Highlight – Communities In Schools
- p. Performance, Programs, and Operational Updates
- q. Quality Assurance Update & TWC Audit Resolution
- r. Monitoring Outcomes and Technical Assistance
- s. TWC Performance – Median Earnings at Q2

**Upon motion by Anthony Magaro and seconded by Mitchell Shane Denn, the Board of Directors unanimously approved the Consent Agenda items a. through s.**

**VI. ALAMO REGION ASPEN WORKFORCE LEADERSHIP ACADEMY UPDATE AND DISCUSSION**

Presenters: Sandra T. Richardson, Janie Martinez Gonzalez, Robert Spencer, Alamo Region Aspen WLA Fellows

- The WLA Fellows presented “The Case for Disrupting Workforce Development”. The Workforce Leadership Academies invest in leaders’ knowledge, skills, and relationships which will then be well positioned to build nimble collaboration so important to the ecosystem’s success. The WLA program approach makes connections to other local leaders, “away time” for reflection and network building, collaborative learning lab around local systems issues, national guest faculty share hard-won lessons, organizational assessments and planning, case studies of innovative approaches, and 360 leadership development. To understand the existing system and make changes in it, the Fellows are encouraged to transform mental models, design underlying structures, anticipate patterns/trends, and react to events.
- The case to disrupt the system: The past has siloed programs, short-term goals, and the organization at the center. The future needs to have integrated programs, long-term goals, and workers at the center. The Fellows have developed four action groups to address these issues: Education & Training Employers, Partnerships, Strategic Navigation (Ecosystem Mapping), and Measures & Outcomes.
- Key Takeaways: Stakeholders, sustainable approach, equity and racial lens, and time and funding. Final recommendations from the Fellows will be presented at the Stakeholder Pitch on December 4, 2023.

**VII. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)**

Presenter: Mary Batch, Audit & Finance Committee Chair

- a. Financial Reports
  - Presented by: Gabriela Navarro Garcia, Controller

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- The August 2023 budget to actual expenditures has a straight-line target of 91.67%, amount expensed is 76.61% with a variance of 15.06%.
- Personnel: The Board is working to fill all vacant positions timely. The FY23 budget includes a 5% performance-based incentive, which has yet to be paid out. Staff development is expected to be underspent by approximately 50% or \$80,000.
- Equipment: These reflect fully expensed equipment for the Board room. The Board is working on replacing staff equipment older than 5 years.
- General Office: Insurance includes a contingency for high deductible plans related to employee matters and Cyber Security. The Board is expecting a \$100,000 surplus if no unforeseen events occur. Non-federal is over budget due to an employee matter payout. Marketing will fully utilize their budget due to several pending projects.
- Professional Services: HR related legal services are utilized for employee matters expensed as incurred and are awaiting an update to the employee handbook. Monitoring expenditures are in progress and expected to be fully expensed at the end of the fiscal year.
- Facilities: Facility expenditures represent 74.78% of the approved budget, reflecting a 16.89% straight-line budget surplus. Port of SA and the Mobile Workforce Center Unit will now carry over to FY24.
- Special Projects: Workforce Commission Initiatives – WSA has held four Career Pathway Youth Events.
- August 2023 Year-to-Date Service Delivery Rural/Urban: City of San Antonio Childcare has 83% in urban and 17% in rural. Ready to Work is urban only. C2GPS Adult Services Bexar County Only is 100% urban. C2GPS Adult Services is 85% urban and 15% rural. SERCO Youth is 41% urban and 59% rural.
- TANF: Expenditures are currently 71.35% due to low participation and reduced HHSC referrals. The Board expects to spend \$6.5M this year. This is approximately 10% more than was spent in prior years.
- SEAL: The program concluded with 53 participating job sites, 184 completed work readiness training, and 4 students were offered permanent positions.
- CCSL: This grant was extended from March 31, 2023, to December 31, 2023. Three providers have enrolled, providing 50 additional slots to children under three. There are currently 30 children in care.
- CCQ: Expecting higher expenditures within the next two months by issuing program supplies, incentives, and bonuses to childcare providers. Expected to return \$963,861.72 of funding due to vacancies and transition of Assessor to Mentor positions. Starting October 1, 2023, the TWC contractor will assume all of the Assessor duties.
- WPA: Funding increase of \$297,070 will be used for the Resource Room.
- WOS-Military Family: Projected to spend 91%.
- Middle Skills: Expected to spend fully with estimated 39 participants.
- Teacher Externship: Continuing spending, expecting to finalize payments in

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December.

- Trade Act: Expecting to be at 90% at the end of December. Outcomes of outreach efforts are being tracked.
- Ready to Work: Enrollment and activities increased at a higher rate in April and May. As of October 2, 2023, 3,625 applicants have been interviewed, 1,968 are enrolled in approved training, 230 have successfully completed training, and 105 have been placed in jobs.

b. Chief Financial Officer Staffing Augmentation Services

Presented by: Jeremy Taub, Director of Procurement and Contracts

- The scope of services provides for the contractor to serve as interim CFO providing continuity and support to the Board finance office ensuring TWC legal and regulatory compliance.
- Three proposals were received and evaluated by internal Board staff. Collective Strategies, Inc. is recommended for award on a best value basis.
- The contract term is an initial term of 12 months with a one-year option to renew in the estimated annual amount of \$270,000.
- Anthony Magaro asked about the estimated annual cost for these services. CEO Adrian Lopez responded that the CFO position in this field is extremely hard to fill. The salary and benefits to pay for this position is slightly below the contractor cost, however, the contractor has helped to not miss a step with all the monitoring visits recently held. He also mentioned that to fill the Controller position took about 10 months to fill, so having a contractor helps fill the void while searching for a new CFO.

**Upon motion by Becky Butler Cap and seconded by Anthony Magaro, the Board of Directors unanimously approved the Financial Reports and Chief Financial Officer Staffing Augmentation Services, with Lowell Keig abstaining from the Chief Financial Officer Staffing Augmentation Services.**

VIII. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair

a. Childcare Performance Briefing

- WSA's unofficial YTD average for FY23 is 106.68%. Since this number is just above the meets performance threshold, WSA has temporarily paused enrollment, other than the mandatory priority group.
- As of August 21, 2023, 7,524 families are in care, 13,051 children are in care, 4,822 families are on the waitlist, and 8,034 children are on the waitlist.
- Alamo CCS Provider Capacity: 589 total providers, 56,283 total capacity, 140 rural providers, and 13,305 rural capacity.

b. Policy: CCS 11, C6 Maintenance of a Waiting List and Board Priority Groups

- The current policy reads: Local Priority Groups – Children in rural counties will be a local priority until at least 20% of children receiving discretionary funded subsidized childcare 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.

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- CCS 11, C6 suggests an update to the policy’s section on rural elements as: Local Priority Groups – Children in rural counties will be a local priority until at least the relative allocation percentage provided by WSA based on the FY2024 Rural Services Pilot County-By-County of children receiving discretionary funded childcare scholarships do so from the rural counties.

**Upon motion by Eric Cooper and seconded by Betty Munoz, the Board of Directors unanimously approved Policy: CCS 11, C6 Maintenance of a Waiting List and Board Priority Groups.**

#### IX. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Anthony Magaro, Youth Committee Chair

##### a. Student HireAbility Updates

- Navigators attended the State Transition Conference from July 16 to July 19 in San Antonio, TX. Discussions included Charting the Course refunding under a different name, Next Steps to independence: Skills and strategies, and A Look at the Future of Transition in Texas.
- Planning continues for the November 2, 2023, Alamo Helping Hands Resource Collaboration Event with Southside First/Women’s Unlimited at the South Flores Career Center. Career Exploration Day is being planned in collaboration with Vocational Rehabilitation for January 2024, at the New Braunfels Career Center.

##### b. SEAL Program Updates

- SEAL provides on the job training, offers workplace readiness training, and helps build transferable skills and learning opportunities for students with disabilities.
- 364 participants were enrolled, 221 were placed in job sites, 152 completed 5 weeks of work, \$240,918.82 was earned, and 22,944.50 hours were worked.
- At the end of August, the program concluded with 53 participating job sites, 184 completed work readiness training, and 4 students were offered permanent positions.
- A challenge was that work readiness training was optional.
- The program hosted a participant ceremony on September 23, employer recognition will be held in January 2024, and a program debrief in December.

#### X. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

##### a. Facility Updates

###### i. Port SA

- This project is on schedule and the final pricing letter from the general contractor has been received and agreed upon. The TI allowance has been renegotiated at \$2,213,750. The anticipated move in date is April 2024.

###### ii. Walzem/O’Connor

- Estimated build-out costs have been received from the general contractor and negotiations have been finalized. VR staff will co-locate and contribute to the overall cost of build-out and future rent. Construction has begun and has an estimated move in date in January 2024.

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XI. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

Presented by: Adrian Perez, CIO

a. Rural Partnership Update

— The establishment of County Workforce Councils has begun through a process of Community Conversations which reinforces the Local Plan and the implementation of Sector-Based strategy. The first set of meetings have been completed which focused on what WSA brings to the table. The second set of meetings are underway which are focusing on listening sessions. The third round of meetings are being planned and will finalize the initial group of MOUs and Workforce Councils.

b. Changes to Board of Directors Composition

— TWC released WD 21-23 on September 1, 2023, that required the addition of a representative of the childcare workforce. Board representative of the childcare workforce must be a current owner or director of a childcare provider that is licensed by or registered with the Texas Health and Human Services Commission's Child Care Regulation department. WSA and partner staff are working to ensure a slate is nominated and presented to the Committee of Six on December 6<sup>th</sup> to include an additional private sector position to maintain the mandated 51% balance of private sector representation. Boards must be composed of a minimum of 27 members.

XII. COMMITTEE OF SIX CHAIR AND/OR PARTNER STAFF REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mike Ramsey, Executive Director Workforce Development Office, City of San Antonio

Presented by: Amy Contreras, Assistant to the Director Workforce Development Office, City of San Antonio

— Amy Contreras notified the Board of the upcoming Committee of Six meeting on December 6<sup>th</sup> and expressed appreciation for the outreach effort to all rural counties.

XIII. CEO REPORT

Presenter: Adrian Lopez, CEO

a. Applications for Funding

— Reminded the Board of the grant received from DOL and TWC for the PROWD initiative. The exact amount of funding is not yet known but will be reported once received.

b. Ready to Work Program & Monitoring

— A collective amount of 4,800 participants have been enrolled in the Ready to Work program with WSA and its partners.

— Monitoring has been completed and there was one finding with WSA's partner, Chrysalis Ministries, which was a \$5,000 disallowed cost.

c. Update on Datapoint

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Presented by: Penny Benavidez, Director of Public and Government Relations

— The Datapoint open house was on September 15<sup>th</sup> where new graphics were unveiled and was a well-attended event. Councilwoman Adriana Rocha Garcia presented a proclamation for September to be Workforce Development Month.

d. Media, Marketing, and Communications Update

Presenter: Penny Benavidez, Director of Public and Government Relations

— Media/Public Relations Activity for August to October 2023: 207.5K AVE, 64 total mentions, and 9.3M impressions. CEO Adrian Lopez conducted a Leading SA interview. Top stories: Workforce Development Month, Alamo Hires, Labor Force, Child Care, and Community Conversations.

— In September, the Workforce Wire E-Newsletter was launched and will be released each month.

XIV. CHAIR REPORT

Presenter: Chairwoman Leslie Cantu

a. BOD Attendance and Demographics

— Chairwoman Leslie Cantu decided to forego the Chair Report to enter into Executive Session.

XV. NEXT MEETING: November 17, 2024

XVI. EXECUTIVE SESSION:

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

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

**The Board of Directors entered into Executive Session at 11:25am and returned to Open Session at 11:59am. No action was taken during Executive Session.**

XVII. ADJOURNMENT

Presenter: Chairwoman Leslie Cantu

**Upon motion by Eric Cooper and seconded by Anthony Magaro, Chairwoman Leslie Cantu adjourned the meeting at 12:00pm.**

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**CERTIFIED AGENDA OF CLOSED MEETING**

**Workforce Solutions Alamo Board of Directors Meeting**

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTORS MEETING, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE MEETING CONDUCTED ON OCTOBER 27, 2023, AT 11:25 AM.

1. The Executive Session began with the following announcement by the presiding officer: **“The Workforce Solutions Alamo Board of Directors Meeting is now in Executive Session on October 27, 2023, at 11:25 AM pursuant to exceptions under Government Code 551.”**

2. SUBJECT MATTER OF EACH DELIBERATION:

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

- a. **Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;**
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  - c. **Pending or Contemplated Litigation;**
  - d. **Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and**
  - e. **Government Code §551.089 – Discussions Regarding Security Devices or Audits.**
3. No further action was taken.
  4. The Executive Session ended with the following announcement by the presiding officer: **“This Executive Session ended on October 27, 2023, at 11:59 AM.**

DocuSigned by:  
  
007E81866E475

(signature)

Leslie Cantu, Chair

## MEMORANDUM

**To:** Board of Directors

**From:** Adrian Lopez, CEO

**Presented by:** Jeremy Taub, Director of Procurement and Contracts

**Date:** November 17, 2023

**Subject:** Procurement Updates: Contract Summary and RFP

**Summary:** This report is intended to summarize current solicitations and contracts in progress or that the Board renewed or intends to renew/execute over a one-hundred eighty-day period. Workforce Solutions Alamo Board staff processes contracts, renewals, and amendments, enabling the procurement of goods and services that are reasonable and necessary to administer funds to the greater 13-county Alamo Region.

**Update:** The table below is a summary of Procurement projects in process: *(dates subject to change)*

| <u>Solicitation</u> | <u>Purchase of</u>                | <u>Opening (estimated)</u> | <u>Status</u>  | <u>Anticipated Award Date</u> |
|---------------------|-----------------------------------|----------------------------|----------------|-------------------------------|
| <b>RFP2023-029</b>  | Access Control Equipment          | October 2023               | Under Contract | October 2023                  |
| <b>RFI 2023-015</b> | Lease Property Search (Kerrville) | April 2023                 | Pending Award  | January/February 2024         |
| <b>RFA 2024-001</b> | Teacher Externships               | November 2023              | In Progress    | January 2024                  |
| <b>RFI 2023-026</b> | Lease Property Search (Hondo)     | March 2024                 | In Progress    | May 2024                      |
| <b>RFP 2024-002</b> | Child Care Quality Services       | January 2024               | In Progress    | June 2024                     |

The Workforce Solutions Alamo (WSA) Procurement and Contracts Department is responsible for managing the procurement of goods and services operations. We are committed to conducting procurement acquisitions to the maximum extent practical in a manner providing full and open competition consistent with the standards of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and the Texas Workforce Commission Financial Management for Grants & Contract's (FMGC) Property, Procurement & Contract Standards.

The procurement department takes necessary and affirmative steps to contract with small and minority business firms and other Historically Underutilized Businesses (HUB) when possible. In addition to pending procurement

projects, a list of active contracts and their status is periodically presented to the Board for review. The attached list provides an update on the status of active agreements and upcoming renewals.

**Alternatives:** None.

**Fiscal Impact:** All budgeted costs were previously approved or were included in recent Budget Amendments.

**Recommendation:** There is no action currently recommended. Future updates are to be provided, and any necessary approval of the selected contractors will be requested upon completion of the RFP evaluation process for each solicitation, and a recommendation will be provided.

**Next Steps:** Procurement and Contracts Management proactively monitors contracts for an effort in identifying new opportunities for purchasing goods and services to leverage cost savings to WSA in support of the Local Plan and the mission of Workforce Solutions Alamo.

**Attachments:** Active Contract Listing and Lease Schedule



| Status  | Contract Name/Description                          | Vendor                                  | Yearly Estimated Amount | Start Date | Lead Date | End Date  | Renewals Remaining    |
|---------|--|---|-------------------------|------------|-----------|-----------|-----------------------|
| Active  | 1YR VMWARE LICENSE- Virtualization Server          | COMPUTER SOLUTIONS                      | \$31,546                | 19-May-23  | 18-Feb-24 | 18-May-24 | Annual Renewal        |
| Active  | 3YR WEBEX LICENSES - Web conferencing              | Barcom                                  | \$10,440                | 30-Nov-21  | 1-Oct-24  | 1-Jan-25  | 1-3 year renewal      |
| Active  | 12 MOS SERVER DIRECTORY AUDITOR                    | FreeIT Data Solutions, Inc              | \$5,787                 | 1-Jul-22   | 30-Mar-23 | 14-Jun-24 | Annual Renewal        |
| Active  | 3YR VMWARE LICENSE- Virtualization Server          | COMPUTER SOLUTIONS                      | \$10,573                | 26-Mar-21  | 17-Feb-24 | 17-May-24 | 1-3 year renewal      |
| Active  | ACCESIBE SOFTWARE LICENSE                          | WEBHEAD                                 | \$2,287                 | 1-Jun-22   | 2/31/2023 | 31-May-23 | Annual Renewal        |
| Active  | Adobe Creative Cloud Subscription                  | CCB (Consistent Computer Bargain)       | \$1,452                 | 6-Jan-23   | 1-Dec-23  | 6-Jan-24  | Annual Renewal        |
| Active  | Adult Services                                     | C2 Global Professional Services, LLC    | \$19,505,317            | 1-Oct-23   | 3-Apr-22  | 30-Sep-24 | 1-3 year renewal      |
| Active  | Advertised Opportunities (job board)               | Breezy HR, Inc.                         | \$6,375                 | 24-Nov-22  | 27-Jul-23 | 23-Nov-23 | Annual Renewal        |
| Active  | APPSPACE 24MOS DIGITAL SIGNS                       | PRESIDIO                                | \$32,400                | 1-Jul-22   | 30-Apr-24 | 30-Jun-24 | Annual Renewal        |
| Active  | ArcGIS-Mapping Software                            | ESRI                                    | \$200                   | 6-Apr-23   | 5-Jan-23  | 6-Apr-24  | Annual Renewal        |
| Active  | Architect and Space Planning Services              | LK Design Group Inc.                    | \$150,000               | 30-Sep-22  | 30-May-23 | 30-Sep-24 | No renewals remaining |
| Active  | BIOMED MEMBERSHIP - SURVEY WORKFORCE DATA SERVICES | BIOMED SAN ANTONIO                      | \$1,000                 | 1-Jan-23   | 1-Oct-23  | 1-Jan-24  | Annual Renewal        |
| Active  | Board Book Subscription                            | Board Book                              | \$4,000                 | 1-Sep-22   | 2-Jun-23  | 31-Aug-24 | Annual Renewal        |
| Active  | CFO Staff Augmentation Services                    | Collective Strategies                   | \$360,000               | 7-May-23   | 7-Feb-23  | 7-Nov-23  | No renewals remaining |
| Active  | Child Care Management Services                     | of San Antonio, Department of Human Ser | \$121,653,545           | 1-Oct-23   | 2-Jul-24  | 30-Sep-24 | 1-1 year renewal      |
| Active  | Child Care Quality Improvement Activity            | The City of San Antonio (COSA)          | \$3,935,196             | 1-Oct-23   | 2-Jul-23  | 30-Sep-24 | No renewals remaining |
| Active  | Cisco Wireless Access Point Support- Pearsall      | BARCOM                                  | \$72                    | 1-Jun-23   | 30-Mar-24 | 31-May-24 | Annual Renewal        |
| Active  | Cognito Forms Enterprise License                   | Cognito                                 | \$1,334                 | 1-Aug-23   | 30-May-23 | 31-Jul-24 | Annual Renewal        |
| Active  | Cognito Forms Enterprise License                   | Cognito                                 | 1,622.40                | 1-Oct-23   | 30-Jun-23 | 30-Sep-24 | Annual Renewal        |
| Active  | Commercial Insurance Broker                        | SWBC Insurance                          | Commission Based        | 1-May-23   | 30-Jan-24 | 30-Apr-24 | 4 - 1 Year Renewals   |
| Active  | Commercial Janitorial Services                     | M & Rs Elite Janitorial Solutions       | \$213,520               | 1-Oct-21   | 3-Jul-23  | 30-Sep-24 | 4- 1 year renewals    |
| Active  | Commerical Real Estate Broker                      | PCR Brokerage San Antonio LLC           | Commission Based        | 18-Mar-23  | 1-Dec-23  | 12-Mar-24 | 4-1 year renewals     |
| Pending | Compliance Hotline Provider                        | Lighthouse Services                     | \$260                   | 15-May-23  | 15-Apr-23 | 15-May-24 | Annual Renewal        |
| Active  | DATA ANALYTIC SOFTWARE                             | EMSI                                    | \$19,500                | 9-Jan-23   | 8-Oct-23  | 8-Jan-24  | Annual Renewal        |

| Status | Contract Name/Description                      | Vendor                              | Yearly Estimated Amount | Start Date  | Lead Date  | End Date    | Renewals Remaining    |
|--------|--|-------------------------------------|-------------------------|-------------|------------|-------------|-----------------------|
| Active | Digital Marketing Services                     | WebHead Technologies                | \$46,786                | 1-Oct-23    | 1-Jul-24   | 30-Sep-24   | 2-1 year renewals     |
| Active | Document Destruction                           | Shred-It (Stericycle)               | \$15,000                | 1-Aug-23    | 1-Feb-24   | 31-Jul-24   | 3- 1 year renewals    |
| Active | Domain-WSAlamo.org                             | Go Daddy                            | \$62                    | 13-Jun-23   | 13-May-24  | 12-Jun-24   | Annual Renewal        |
| Active | E FAX FOR SAFB LOCATION                        | Nextiva                             | \$23                    | 4-Apr-23    |            | 3-Apr-24    | Auto-Renewal          |
| Active | E Signature Software                           | DOCUSIGN                            | \$19,872                | 15-Feb-23   | 14-Nov-23  | 14-Feb-24   | Annual Renewal        |
| Active | Electrical Services                            | All Star Electric                   | \$24,400                | 1-Mar-23    | 23-Oct-23  | 29-Feb-24   | No renewals remaining |
| Active | Email outreach software                        | Constant Contact                    | \$8,644                 | 16-Mar-23   | 16-Dec-23  | 16-Mar-24   | Annual Renewal        |
| Active | Executive and Professional Recruitment Service | Tranquil Multi Dynamic Advisory LLC | \$40,264                | 1-Apr-23    | 1-Jan-23   | 1-Apr-24    | 3- 1 year renewals    |
| Active | Financial Audit Services                       | ABIP, PC                            | \$67,050                | 1-Oct-22    | 2-Jul-23   | 30-Sep-24   | No renewals remaining |
| Active | Fiscal Monitoring Services                     | Christine H Nguyen, CPA             | \$149,265               | 1-Feb-22    | 3-Oct-22   | 31-Jan-24   | 3- 1 year renewals    |
| Active | GAZELLE SOFTWARE SUBSCRIPTION                  | ABILA - GAZELLE                     | \$12,075                | 1-Oct-22    | 30-May-23  | 30-Sep-24   | Annual Renewal        |
| Active | Grant Writer Services                          | TJD Consulting                      | \$7,000                 | 23-May-2023 | 1-Aug-2023 | 30-Sep-2024 | No renewals remaining |
| Active | GRAPHIC DESIGN SOFTWARE                        | Canva                               | \$119                   | 8-Apr-23    | 8-Jan-23   | 8-Apr-24    | Annual Renewal        |
| Active | Guard Services                                 | Vets Securing America               | \$369,000               | 30-Sep-23   | 30-Apr-23  | 30-Aug-24   | 4- 1 year renewals    |
| Active | HVAC PM Services                               | Fixya Air, LLC                      | \$30,000                | 15-Jul-23   | 15-Feb-24  | 14-Jul-24   | 2-1 year renewals     |
| Active | ISR MODULAR ROUTER - ASA FIREWALL MAINTENCE    | PRESIDIO                            | \$121,697               | 19-Sep-18   | 18-Jun-23  | 18-Sep-23   | Annual Renewal        |
| Active | IT Cloud Services                              | Freeit Data Solutions, Inc.         | \$101,201               | 20-Jul-22   | 2-Jul-23   | 1-Sep-24    | 2- 1 year renewals    |
| Active | IX-3 Postage Meter                             | Quadient                            | \$4,017                 | 12-Feb-22   | 13-Nov-24  | 12-May-25   | No renewals remaining |
| Active | Job Placement and Worksite Monitoring Services | Professional Contract Services Inc. | \$138,240               | 1-Oct-23    | 2-Jul-23   | 30-Sep-24   | No renewals remaining |
| Active | Language Interpreter Services                  | Universal Technical Translation     | \$4,050                 | 1-Jan-23    | 22-Sep-23  | 31-Dec-23   | No renewals remaining |
| Active | Lawn Care Maintenance-Pearsall                 | Arriazola Lawn Care Services        | \$480                   | 1-Apr-23    | 31-Dec-23  | 31-Mar-24   | 2-1 year renewals     |
| Active | Leased Copier and Supplies-S Flores            | Xerox Financial Services            | \$23,582                | 1-Nov-19    | 2-Aug-24   | 31-Oct-24   | No renewals remaining |
| Active | Leased Copier and Supplies-various locations   | Xerox Financial Services            | \$186,035               | 1-Mar-20    | 30-Nov-24  | 28-Feb-25   | No renewals remaining |
| Active | Leased Copier and Supplies-various locations   | Xerox Financial Services            | \$62,220                | 1-Nov-20    | 3-Aug-25   | 1-Nov-25    | No renewals remaining |

| Status | Contract Name/Description                            | Vendor                        | Yearly Estimated Amount | Start Date | Lead Date | End Date  | Renewals Remaining    |
|--------|--|-------------------------------|-------------------------|------------|-----------|-----------|-----------------------|
| Active | Leased Copier and Supplies-Xerox C9070               | Xerox Financial Services      | \$30,420                | 1-Oct-20   | 3-Jul-25  | 1-Oct-25  | No renewals remaining |
| Active | Legal Services                                       | Martin & Drought, P.C.        | \$90,000                | 1-Oct-22   | 2-Jul-23  | 30-Sep-24 | 2- 1 year renewals    |
| Active | Locksmith Services                                   | Crites Downtown Lock & Key    | \$1,595                 | 1-Jan-23   | 31-Oct-23 | 31-Dec-23 | No renewals remaining |
| Active | Maintenance Handyman Services                        | 360TXC LLC.                   | \$13,860                | 19-Jun-23  | 19-Jan-24 | 19-Jun-24 | 3-1 Year Renewal      |
| Active | Marketing & Outreach Services                        | Texas Creative                | \$100,000               | 21-Feb-23  | 22-Nov-23 | 20-Feb-24 | 2-1 year renewals     |
| Active | Mat Rentals  | Service Uniform               | \$37,281                | 1-Jun-21   | 31-Jan-24 | 31-May-24 | No renewals remaining |
| Active | MICROIX SUPPORT & MAINTENCE SOFTWARE                 | MICROIX                       | \$3,674                 | 21-Aug-22  | 20-May-23 | 20-Aug-24 | Annual Renewal        |
| Active | MICROSOFT OFFICE 365 SOFTWARE LICENSE                | CONSISTENT COMPUTER BARGAIN   | \$36,958                | 21-Apr-23  | 20-Jan-24 | 20-Apr-24 | Annual Renewal        |
| Active | MIP MAINTENCE & SUPPORT                              | ABILA                         | \$16,186                | 1-Jun-23   | 31-Jan-23 | 31-May-24 | Annual Renewal        |
| Active | Monitoring, Targeting and Reporting                  | Agility PR Solutions          | \$24,778                | 18-Apr-22  | 17-Jan-24 | 17-Apr-24 | Annual Renewal        |
| Active | Moving Services                                      | Scobey Moving & Storage, LTD. | \$25,000                | 1-May-23   | 25-Dec-22 | 30-Apr-24 | 2-1 year renewals     |
| Active | NATIONAL ASSOCIATION WORKFORCE BOARD MEMBERSHIP      | NAWB                          | \$3,000                 | 1-Jul-23   | 20-Mar-24 | 30-Jun-24 | Annual Renewal        |
| Active | Network & UC Managed Services                        | Barcom Enterprises            | \$119,520               | 1-Mar-23   | 30-Dec-23 | 29-Feb-24 | Annual Renewal        |
| Active | Netwrix Auditor for Active Directory/File Servers    | FreeIT Data Solutions, Inc    | \$6,104                 | 15-Jun-23  | 15-Mar-23 | 14-Jun-24 | Annual Renewal        |
| Active | New CFO Candidate - Hire Solutions - Irlanda Cassidy | Hire Solutions                | \$17,000                | 20-Jun-22  | 30-Aug-23 | 30-Sep-23 | 1-1 year renewal      |
| Active | NEWSLETTER SUBSCRIPTION                              | THE BOERNE STAR               | \$59                    | 15-Sep-23  | 15-Jun-23 | 15-Sep-24 | Annual Renewal        |
| Active | NIMBLE SUPPORT SERVICES                              | FreeIT Data Solutions, Inc    | \$7,172                 | 20-Jul-22  | 30-Jun-23 | 30-Sep-24 | Annual Renewal        |
| Active | NORTH SAN ANTONIO CHAMBER OF COMMERCE MEMBERSHIP     | NORTH SA COC                  | \$1,500                 | 26-Oct-22  | 26-Jul-23 | 26-Oct-23 | Annual Renewal        |
| Active | On Call Plumbing Services                            | 1st Aid Plumbing Inc          | \$30,000                | 1-Mar-23   | 1-Aug-23  | 29-Feb-24 | 2-1 year renewals     |
| Active | Pest Control Services                                | Orkin LLC - Deborah Toth      | \$9,333                 | 1-Jan-23   | 22-Sep-23 | 31-Dec-23 | 1-1 year renewal      |
| Active | Post Machine Rental-E Houston                        | FP Mailing Solutions          | \$627                   | 11-Jul-22  | 14-May-23 | 31-Jul-23 | No renewals remaining |
| Active | Postage for VR Staff-Datapoint                       | FP Mailing Solutions          | \$1,555                 | 1-Oct-20   | 3-Jul-23  | 1-Oct-23  | Auto-Renewal          |
| Active | Postage Machine-Data Point                           | FP Mailing Solutions          | \$551                   | 2-Jan-19   | 2-Jan-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-E. Houston                           | FP Mailing Solutions          | \$299                   | 2-Jan-19   | 2-Jan-23  | 30-Nov-23 | Month to Month        |

| Status | Contract Name/Description                   | Vendor                                       | Yearly Estimated Amount | Start Date | Lead Date | End Date  | Renewals Remaining    |
|--------|---|--|-------------------------|------------|-----------|-----------|-----------------------|
| Active | Postage Machine-Kerrville                   | FP Mailing Solutions                         | \$1,102                 | 1-Jul-21   | 1-Apr-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-Marbach                     | FP Mailing Solutions                         | \$551                   | 2-Jan-19   | 2-Jan-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-New Braunfels               | FP Mailing Solutions                         | \$1,102                 | 1-Jul-21   | 1-Apr-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-S. Flores                   | FP Mailing Solutions                         | \$551                   | 2-Jan-19   | 2-Jan-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-Seguin                      | FP Mailing Solutions                         | \$1,102                 | 1-Jul-21   | 1-Apr-23  | 30-Nov-23 | Month to Month        |
| Active | Postage Machine-Urban                       | FP Mailing Solutions                         | \$6,755                 | 31-Dec-22  | 4-Jul-23  | 31-Dec-23 | Auto-Renewal          |
| Active | Postage Machine-Walzem                      | FP Mailing Solutions                         | \$299                   | 2-Jan-19   | 3-Oct-23  | 1-Jan-24  | Auto-Renewal          |
| Active | Printer Leases                              | DOCUmentation                                | \$32,697                | 1-Aug-21   | 3-Jun-24  | 30-Nov-24 | No renewals remaining |
| Active | Procurement Management Software             | Bonfire Interactive Ltd                      | \$24,950                | 1-Dec-22   | 1-Sep-23  | 30-Nov-23 | Annual Renewal        |
| Active | Professional Employer Services Agreement    | SWBC Professional Employer Services III, LLC | \$30,000                | 8-May-21   | 7-Sep-23  | 31-Dec-23 | 3- 1 year renewals    |
| Active | Program Monitoring Services                 | Christine H Nguyen, CPA                      | \$142,840               | 12-Dec-22  | 3-Aug-23  | 31-Dec-23 | 4 - 1 year renewals   |
| Active | RTW- Intake, Assesment and Case Management  | Chrysalis Ministries                         | \$5,376,545             | 21-Jun-22  | 22-Jul-24 | 22-Jan-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | The City of San Antonio (COSA)               | \$102,390,463           | 13-May-22  | 14-Nov-24 | 13-May-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | YWCA Olga Madri Center                       | \$5,280,206             | 1-Jun-22   | 23-Dec-24 | 21-Jun-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | ECE at Texas A&M University                  | \$6,740,909             | 22-Jun-22  | 24-Dec-24 | 22-Jun-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | Family Services Assocation of SA             | \$9,432,421             | 22-Jun-22  | 23-Jan-25 | 22-Jun-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | San Antonio Food Bank                        | \$6,740,910             | 27-Jun-22  | 28-Dec-24 | 26-Jun-25 | 3-1 Year Renewal      |
| Active | RTW- Intake, Assesment and Case Management  | Avance PCEP School based                     | \$269,757,600           | 12-Jun-22  | 12-Feb-25 | 12-Jul-25 | 3-1 Year Renewal      |
| Active | S. Flores Fire and Burglar Alarm Services   | ADT LLC                                      | \$2,224                 | 10-Nov-22  | 9-Aug-23  | 9-Nov-23  | Annual Renewal        |
| Active | SA CHAMBER MEMBERSHIP                       | SA CHAMBER OF COMMERCE                       | \$568                   | 1-Jan-23   | 31-Aug-23 | 31-Dec-23 | Annual Renewal        |
| Active | Safe Cabinet Filing System                  | Gallion Consulting                           | \$28,532                | 1-Oct-22   | 3-Jul-23  | 1-Oct-23  | Annual Renewal        |
| Active | SAGE ASSEST LICENSE & SUPPORT               | SAGE   | \$6,857                 | 31-Aug-23  | 3-Mar-22  | 30-Aug-24 | Annual Renewal        |
| Active | Sales and Service Cloud Enterprise          | Salesforce Inc                               | \$614                   | 13-Apr-23  | 12-Jan-24 | 12-Apr-24 | Annual Renewal        |
| Active | SAS ANALYTICAL SOFTWARE MAINT/LIC AGREEMENT | EXECUTIVE INFORMATION SYSTEMS LLC            | \$1,704                 | 30-Jun-22  | 29-Mar-23 | 29-Jun-24 | Annual Renewal        |

| Status  | Contract Name/Description   | Vendor  | Yearly Estimated Amount | Start Date | Lead Date | End Date  | Renewals Remaining    |
|---------|---|---|-------------------------|------------|-----------|-----------|-----------------------|
| Active  | Security Alarm Monitoring Svcs-Datapoint  | ADT/Protection One  | \$679                   | 29-Sep-21  | 30-Jun-23 | 28-Sep-24 | Annual Renewal        |
| Active  | Security Operations Center (SOC) Services   | FreeIT Data Solutions, Inc                                    | \$102,664               | 18-Jul-22  | 2-Jul-23  | 18-Aug-24 | 2- 1 year renewals    |
| Active  | Skills Development Assessment Services  | LearningMate Solutions, Inc / Job Ready                       | \$60,000                | 21-Sep-23  | 25-Apr-23 | 20-Sep-24 | 2- 1 year renewals    |
| Active  | Social Media Scheduling Tool Subscription   | HOOTSUITE   | \$627                   | 26-Sep-23  | 25-May-23 | 31-Mar-24 | Annual Renewal        |
| Active  | Storage Facility  | Safesite, Inc   | \$8,328                 | 1-Feb-23   | 4-Aug-23  | 31-Jan-24 | No renewals remaining |
| Active  | Subrecipient: Contracted Slots  | Ascension DePaul Services, DePaul Children's Center           | \$167,051               | 27-Jul-22  | 31-Jul-23 | 31-Dec-23 | No renewals remaining |
| Active  | Subrecipient: Contracted Slots  | Converse Christian School & Early Learning Center             | \$182,457               | 27-Aug-22  | 31 Jun 23 | 31-Dec-23 | No renewals remaining |
| Active  | Subrecipient: Contracted Slots  | La Mission Childcare and Kid Kamp                             | \$137,642               | 27-Jul-22  | 2-Oct-23  | 31-Dec-23 | No renewals remaining |
| Active  | SWBCU Online Training Services for Staff  | Southwest Business Corporation (SWBC)                         | \$3,000                 | 23-Mar-23  | 23-Jan-24 | 23-Mar-24 | Annual Renewal        |
| Active  | Teacher Externships   | Alliance for Technology Education In Applied Science and Math | \$162,500               | 1-Mar-23   | 28-Sep-23 | 28-Feb-24 | No renewals remaining |
| Active  | Temporary Staffing Services   | LK Jordan   | \$250,000               | 1-Nov-22   | 2-Aug-23  | 31-Oct-23 | 2-1 year renewals     |
| Active  | Temporary Staffing Services   | Human Capital International, LLC dba Integrated Human Capital | \$75,000                | 1-Nov-23   | 2-Aug-23  | 31-Oct-24 | 2-1 year renewals     |
| EXPIRED | The Work Number-SSN and Employment Verification (Equifax Verification Services for Social | Equifax/Carasoft  | \$70,000                | 1-Sep-23   | 4-Mar-23  | 31-Aug-24 | Annual Renewal        |
| Active  | Vistana Front Doorbell Service Agreement  | ADT LLC   | \$1,019                 | 13-Jul-23  | 13-Apr-23 | 12-Jul-24 | Auto Renewal          |
| Active  | Walzem Burglar Alarm System Services  | True Protection LLC   | \$1,878                 | 1-Nov-23   | 14-Jul-24 | 1-Nov-24  | Annual Renewal        |
| Active  | Web Based IT staff Training   | SOLID BORDER  | \$8,642                 | 14-Jun-23  | 13-Mar-24 | 13-Jun-24 | Annual Renewal        |
| Active  | Web Development & Site Content Support Services   | Web-Head Technologies   | \$81,047                | 1-Nov-23   | 2-Aug-23  | 31-Oct-24 | No renewals remaining |
| Active  | WEBSITE HOST/PRODUCTION DEVELOPMENT   | Web-Head Technologies   | \$1,838                 | 1-Jul-22   | 30-Apr-23 | 31-Oct-23 | Annual Renewal        |
| Active  | WORK NUMBER SERVICES EMPLOYMENT AND SSN VERIFICATION SERVICES                             | CARASOFT TECHNOLOGY CORPORATION                               | \$70,000                | 1-Sep-23   | 6/31/2023 | 31-Oct-24 | Annual Renewal        |
| Active  | Work Readiness Training for SEAL  | SA Trainers, LLC dba Partners in Progress                     | \$80,000                | 16-May-23  | 15-Feb-23 | 15-May-24 | 1-1 year renewal      |
| Active  | Youth Services  | Serco of Texas Inc.   | \$2,785,000             | 1-Oct-23   | 2-Jul-23  | 30-Sep-24 | 3- 1 year renewals    |
|         |   |   |                         |            |           |           |                       |
|         |   |   |                         |            |           |           |                       |
|         |   |   |                         |            |           |           |                       |

**Subscriptions/Memberships**

| REQ # | County Code | Vendor                                   | Description                                      | Cost          | Start Date  | End Date    | Department/Program         | Point of Contact        | Notes                 |
|-------|-------------|--|--|---------------|-------------|-------------|----------------------------|-------------------------|-----------------------|
| 4408  | P0475       | 1189 - WEBHEAD                           | ACCESIBE SOFTWARE LICENSE                        | \$ 2,287.36   | 1-Jun-2022  | 31-May-2023 | ALL STAFF & WFC            | AARON BIENIEK           | Billed against the PO |
| 4984  | P0493       | 1189 - WEBHEAD                           | WEBSITE HOST/PRODUCTION DEVELOPMENT              | \$ 1,838.44   | 1-Jul-2022  | 30-Jun-2023 |                            | RACHEL COCHRAN          | Billed against the PO |
| 4644  | P0484       | 1295 - COGNITO                           | COGNITO FORMS                                    | \$ 1,334.40   | 1-Jul-2023  | 31-May-2024 | CHILD CARE                 |                         |                       |
| 4474  | ANNUAL      | 1367 - CANVA                             | GRAPHIC DESIGN SOFTWARE                          | \$ 119.40     | 8-Apr-2023  | 8-Apr-2024  | PROGRAMS                   | RACHEL COCHRAN          |                       |
| 4671  | P0481       | 1389 - MICROIX                           | MICROIX SUPPORT & MAINTENANCE SOFTWARE           | \$ 3,673.75   | 21-Aug-2022 | 20-Aug-2023 | ALL STAFF & WFC            | LIZ OKAMURA-YBANEZ      |                       |
| 4471  | P0472       | 14 - ABILA                               | MIP MAINTENCE & SUPPORT                          | \$ 14,986.65  | 1-Jun-2023  | 31-May-2024 |                            | LIZ OKAMURA-YBANEZ      |                       |
| 4989  | P0492       | 14 - ABILA - GAZELLE                     | ABILA GAZELLE SOFTWARE SUBSCRIPTION              | \$ 12,075.00  | 1-Oct-2022  | 30-Sep-2023 | ALL STAFF & WFC            | LIZ OKAMURA-YBANEZ      |                       |
| 5161  |             | 156 - THE BOERNE STAR                    | NEWSLETTER SUBSCRIPTION                          | \$ 59.00      | 15-Sep-2022 | 15-Sep-2023 | BOARD                      | LINDA MARTINEZ          |                       |
| 3942  | S0165       | CORPORATION                              | SERVICES   | \$ 70,000.00  | 1-Sep-2022  | 31-Oct-2023 | ALL STAFF & WFC            |                         |                       |
| 4468  | P0474       | 1798 - DOCUSIGN                          | DOCUSIGN   | \$ 19,872.00  | 1-May-2022  | 30-Apr-2023 | ALL STAFF & WFC            |                         |                       |
| 5262  |             | 1846 - HOOTSUITE                         | Social Media Scheduling Tool Subscription        | \$ 626.81     | 26-Sep-2022 | 25-Sep-2023 | ALL STAFF & WFC            | RACHEL COCHRAN          |                       |
| 4467  | P0473       | 1867 - COMPUTER SOLUTIONS                | 1YR VMWARE LICENSE                               | \$ 31,545.68  | 19-May-2023 | 18-May-2024 | ALL STAFF & WFC            | AARON BIENIEK           |                       |
| 3725  | P0417       | 1867 - COMPUTER SOLUTIONS                | 3YR VMWARE LICENSE                               | \$ 10,572.72  | 26-Mar-2021 | 17-May-2024 | ALL STAFF & WFC            | AARON BIENIEK           |                       |
| 4568  | P0480       | 1991 - EXECUTIVE INFORMATION SYSTEMS LLC | SAS ANALYTICAL SOFTWARE MAINT/LIC AGREEMENT      | \$ 5,454.41   | 30-Jun-2022 | 29-Jun-2023 | MIS                        | DR. FEDERICO GHIRIMOLDI |                       |
| 4470  | P0476       | 247 - CONSISTENT COMPUTER BARGAIN        | MICROSOFT OFFICE 365 SOFTWARE LICENSE            | \$ 36,957.60  | 21-Apr-2023 | 20-Apr-2024 | ALL STAFF & WFC            | AARON BIENIEK           |                       |
| 5878  |             | 248-Constant Contact                     | Email outreach software                          | \$ 8,643.60   | 16-Mar-2023 | 16-Mar-2024 | Marketing/Public Relations | RACHEL COCHRAN          |                       |
| 4040  | P0462       | 339 - EMSI                               | DATA ANALYTIC SOFTWARE                           | \$ 19,500.00  | 9-Jan-2023  | 8-Jan-2024  |                            |                         |                       |
| 3912  | P0449       | 403 - FREEDIT                            | NIMBLE SUPPORT SERVICES                          | \$ 7,171.62   | 20-Jul-2022 | 30-Sep-2023 |                            | JESSE INCLAN            |                       |
| 4517  | P0489       | 403 - FREEIT DATA                        | 12 MOS SERVER DIRECTORY AUDITOR                  | \$ 5,786.72   | 1-Jul-2022  | 30-Jun-2023 | ALL STAFF & WFC            | JESSE INCLAN            |                       |
| 3947  | P0451       | 422 - GALLION CONSULTING                 | CABINET LICENSE/ SUPPORT/ MAINT                  | \$ 24,180.00  | 1-Oct-2022  | 1-Oct-2023  | ALL STAFF & WFC            | LIZ OKAMURA-YBANEZ      |                       |
| 3832  | P0444       | 544 - BARCOM                             | 3YR WEBEX LICENSES                               | \$ 10,440.00  | 30-Nov-2021 | 1-Jan-2025  | ALL STAFF & WFC            |                         |                       |
| 4699  | P0483       | 759 - NAWB                               | NATIONAL ASSOCIATION WORKFORCE BOARD MEMBERSHIP  | \$ 3,000.00   | 1-Jul-2022  | 30-Jun-2023 | BOARD                      | LINDA MARTINEZ          |                       |
| 3964  | P0459       | 789 - NORTH SA COC                       | NORTH SAN ANTONIO CHAMBER OF COMMERCE MEMBERSHIP | \$ 1,500.00   | 26-Oct-2022 | 26-Oct-2023 | BOARD                      | LINDA MARTINEZ          |                       |
| 1697  | P0126       | 845 - PRESIDIO                           | ISR MODULAR ROUTER - ASA FIREWALL MAINTENANCE    | \$ 121,696.60 | 19-Sep-2018 | 18-Sep-2023 |                            | AARON BIENIEK           |                       |
| 4668  | P0487       | 845 - PRESIDIO                           | APPSPACE 24MOS DIGITAL SIGNS                     | \$ 32,400.00  | 1-Jul-2022  | 30-Jun-2024 | ALL STAFF & WFC            | AARON BIENIEK           |                       |
| 4861  | P0488       | 931 - SAGE                               | SAGE ASSEST LICENSE & SUPPORT                    | \$ 6,857.00   | 31-Aug-2022 | 30-Aug-2023 |                            | MARTY PENA              |                       |
| 4022  | P0464       | 939 - SA CHAMBER OF COMMERCE             | SA CHAMBER MEMBERSHIP                            | \$ 568.00     | 1-Jan-2023  | 31-Dec-2023 | BOARD                      | LINDA MARTINEZ          |                       |
| 4478  | P0477       | 997 - SOLID BORDER                       | KNOWB4 IT SECURITY                               | \$ 8,642.25   | 14-Jun-2022 | 13-Jun-2023 | ALL STAFF & WFC            | AARON BIENIEK           |                       |
| 6164  |             | 369-Salesforce Inc                       | Sales and Service Cloud Enterprise               | \$ 614.02     | 13-Apr-2023 | 12-Apr-2024 | CIO                        | LINDA MARTINEZ          |                       |

**Property Leases**

| Location       | Property Address                   | Original Lease         | Tested the Market | Renewal        | Expiration | Amendments                              | Square footage | Base Monthly Rent |
|----------------|------------------------------------|------------------------|-------------------|----------------|------------|---|----------------|-------------------|
| Seguin         | 1411 E COURT ST                    | 1/16/2020-12/31/2027   | 2019              | 16-Jan-20      | 31-Dec-27  | No renewals remaining                   | 6,442          | \$7,086.00        |
| E. Houston     | 4535 E. Houston                    | 6/5/2002-6/15/2007     | 2019              | 31-Jan-20      | 31-Jan-30  | No renewals remaining                   | 11,700         | \$19,422.00       |
| Floresville    | 1106 10th St                       | 1/1/2017-12/31/2020    | 2017              | 1-Aug-21       | 31-Jan-26  | No renewals remaining                   | 2,340          | \$5,269.00        |
| Marbach        | 7008 Marbach Rd                    | 6/1/2016-5/31/2021     | 2016              | Month to Month |            | None                                    | 15,000         | \$22,608.00       |
| Pearsall       | 107 E Hackberry                    | 11/1/2018 - 10/31/2021 | 2018              | 31-Oct-21      | 31-Oct-24  | Month to Month up to One year           | 3,200          | \$2,500.00        |
| Hondo          | 402 Carter                         | 1/1/2016-12/31/2018    | 2018              | 1-Jan-21       | 31-Dec-24  | No renewals remaining                   | 1,799          | \$1,978.90        |
| Pleasanton     | 1411 Bensdale                      | 1/28/2016-1/31/2019    | 2018              | 1-Jan-23       | 1-Jan-25   | No renewals remaining                   | 2,344          | \$2,503.66        |
| Kenedy         | 491N. Sunset Strip                 | 2/1/2019 - 1/31/2022   | 2018              | 31-Jan-22      | 31-Jan-25  | One (1) renewal term of three (3) years | 1,750          | \$1,683.00        |
| New Braunfels  | 183 IH-35 South                    | 7/11/2000-7/10/2005    | 2017              | 1-Feb-22       | 31-Jan-32  | No renewals remaining                   | 6,720          | \$9,223.20        |
| Walzem         | 4615 Walzem Rd                     | 7/15/2008-12/31/2023   | 2016              |                |            | Full Procurement                        | 14,339         | \$25,122.27       |
| Boerne         | 124 E Bandera Suite 401 Boerne, TX | 11/1/2021-11/30/2026   | 2021              | 1-Nov-21       | 30-Nov-26  | No renewals remaining                   | 1,278          | \$1,970.25        |
| Kerrville      | 1700 Sidney Baker                  | 8/1/1999-7/31/2009     | 2019              | 1-Apr-19       | 30-Apr-24  | No renewals remaining                   | 5,000          | \$9,000.00        |
| Headquarters   | 100 N. Santa Rosa                  | 3/17/2017-3/16/2027    | 2017              | 1-Jan-17       | 1-Jan-27   | No renewals remaining                   | 16,352         | \$30,455.60       |
| South Flores   | 6723 S Flores St                   | 8/1/1999-7/31/2009     | 2018              | 1-Aug-18       | 31-Jul-28  | No renewals remaining                   | 25,000         | \$25,322.46       |
| Datapoint      | 9725 Datapoint                     | 12/1/2019-11/30/2029   | 2019              | 1-Apr-19       | 31-Mar-29  | No renewals remaining                   | 52,811         | \$64,197.82       |
| Port of SA     | 638 Davy Crockett Rd.              | 2/9/2022-2/9/2032      | 2021              | 09-Feb-22      | 09-Feb-32  | Two (2) renewal term of five (5) years  | 17,500         | \$24,791.67       |
| S.A. Food Bank | 5200 Enrique M Barrera Pkwy        | 1/1/2022-12/31/2022    |                   | 1-Jan-22       | 31-Dec-25  | No renewals remaining                   | 1,807          | \$2,877.00        |
| Fredericksburg | 221 Friendship Lane                | MOUs                   |                   |                |            |   | 1desk          | no charge         |
| Bandera        | 702 Buck Creek                     | MOUs                   |                   |                |            |   | 1room          | no charge         |
|                |                                    |                        |                   |                |            |   |                |                   |

# Procurement Update: RFP & Contract Summary

The table below is a summary of Procurement bid projects in progress:

| <u>Solicitation</u> | <u>Purchase of</u>                | <u>Opening (estimated)</u> | <u>Status</u> | <u>Anticipated Award Date</u> |
|---------------------|-----------------------------------|----------------------------|---------------|-------------------------------|
| <b>RFP2023-029</b>  | Access Control Equipment          | October 2023               | Awarded       | October 2023                  |
| <b>RFI 2023-015</b> | Lease Property Search (Kerrville) | April 2023                 | Pending Award | January/February 2024         |
| <b>RFA 2024-001</b> | Teacher Externships               | November 2023              | In Progress   | January 2024                  |
| <b>RFI 2023-026</b> | Leased Property Search (Hondo)    | March 2024                 | In Progress   | May 2024                      |
| <b>RFP 2024-002</b> | Child Care Quality Services       | January 2024               | In Progress   | June 2024                     |





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## MEMORANDUM

**To:** Board of Directors

**From:** Adrian Lopez, CEO

**Presented by** Jessica Villarreal, Director of Child Care

**Date:** November 17, 2023

**Subject:** Childcare Performance Briefing

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### Summary:

This is a briefing to the Early Care & Education Committee on childcare performance for FY 2023.

WSA continues to work with our childcare contractor as they monitor and process enrollments. WSA maintains ongoing communication with the childcare contractor on TWC's performance goal range of meeting performance: 95 – 105% and to remain within the allocated budget.

For FY 2023 TWC set Alamo's target at 11,427.

As of 10/19/2023, Alamo reflects performance at 106.29%.

### Analysis:

- WSA's unofficial YTD average for September shows average enrollments of 12,010 or 106.29%, which reflects that we are currently in the above performance range, and have temporarily paused enrollment as we monitor attrition, in order to remain within performance range and childcare budget.
- WSA has successfully placed 12,039 children in care, servicing 7,104 families.
- Alamo has 8,044 children on the waitlist, reflecting 4,880 families awaiting scholarship.
- Childcare contractor staff is not actively enrolling, staff does continue to process documentation for children/families identified within a mandatory group.
- The breakdown according to age group on waitlist is as follows: 2,077 infants, 2,051 toddlers, 1,868 preschool, and 2,003 school age.

Information collected: 10/19/2023



|                       | Oct     | Nov     | Dec     | Jan     | Feb     | Mar     | Apr     | May     | Jun     | Jul     | Aug     | Sep     |
|-----------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|                       | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average |
| Monthly Average Units | 10,243  | 10,647  | 11,108  | 11,824  | 12,350  | 12,622  | 12,775  | 12,816  | 12,996  | 12,793  | 12,277  | 11,568  |
| YTD Average Units     | 10,343  | 10,445  | 10,666  | 10,980  | 11,254  | 11,482  | 11,667  | 11,811  | 11,942  | 12,027  | 12,050  | 11,010  |

|                     | Oct     | Nov     | Dec     | Jan     | Feb     | March   | Apr     | May     | Jun     | Jul     | Aug     | Sep     |
|---------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|                     | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average |
| Monthly Average %   | 91.76%  | 95.38%  | 99.50%  | 106.82% | 110.64% | 113.07% | 111.79% | 112.16% | 113.73% | 111.96% | 107.44% | 101.23% |
| YTD Average Units % | 91.76%  | 93.57%  | 95.55%  | 98.36%  | 100.82% | 102.86% | 104.14% | 105.14% | 106.09% | 106.68% | 106.75% | 106.29% |

|                       | Oct     | Nov     | December | Jan     | Feb     | March   | Apr     | May     | June    | July    | August  | September |
|-----------------------|---------|---------|----------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|
|                       | Average | Average | Average  | Average | Average | Average | Average | Average | Average | Average | Average | Average   |
| Choices               | 237     | 239     | 209      | 203     | 201     | 198     | 196     | 186     | 190     | 194     | 182     | 189       |
| TANF                  |         |         |          |         |         | 4       |         |         |         |         |         |           |
| Low Income            | 9,554   | 9,938   | 10,419   | 11,250  | 11,618  | 11,868  | 11,983  | 11,991  | 12,139  | 11,920  | 11,393  | 10,688    |
| Former DFPS           | 582     | 401     | 392      | 428     | 428     | 439     | 476     | 511     | 525     | 530     | 553     | 553       |
| Homeless              | 70      | 78      | 88       | 92      | 103     | 114     | 120     | 128     | 152     | 150     | 149     | 158       |
| Monthly Average Units | 10,243  | 10,647  | 11,108   | 11,824  | 12,350  | 12,622  | 12,775  | 12,816  | 12,996  | 12,793  | 12,277  | 11,568    |
| Monthly % Average     | 91.76%  | 95.38%  | 99.50%   | 106.82% | 110.64% | 113.07% | 111.79% | 112.16% | 113.73% | 111.96% | 107.44% | 101.23%   |
| YTD Average Units     | 10,243  | 10,445  | 10,666   | 10,980  | 11,254  | 11,482  | 11,667  | 11,811  | 11,942  | 12,027  | 12,050  | 11,010    |
| YTD % Average         | 91.76%  | 93.57%  | 95.55%   | 98.36%  | 100.82% | 102.86% | 104.14% | 105.14% | 106.09% | 106.68% | 106.75% | 106.29%   |
| TWC Target            | 11,163  | 11,163  | 11,163   | 11,163  | 11,163  | 11,163  | 11,427  | 11,427  | 11,427  | 11,427  | 11,427  | 11,427    |

As of 10/18/2023

| County    | Families in Care | Children in Care | Families on Waitlist | Children on Waitlist |
|-----------|------------------|------------------|----------------------|----------------------|
| Atascosa  | 217              | 357              | 114                  | 234                  |
| Bandera   | 31               | 53               | 20                   | 30                   |
| Bexar     | 5549             | 9601             | 4074                 | 6717                 |
| Comal     | 319              | 459              | 149                  | 233                  |
| Frio      | 76               | 131              | 39                   | 65                   |
| Gillespie | 47               | 60               | 35                   | 46                   |
| Guadalupe | 393              | 625              | 225                  | 369                  |
| Karnes    | 13               | 19               | 28                   | 48                   |
| Kendall   | 59               | 97               | 31                   | 47                   |
| Kerr      | 156              | 236              | 72                   | 108                  |
| McMullen  | 0                | 0                | 0                    | 0                    |
| Medina    | 162              | 262              | 58                   | 92                   |
| Wilson    | 82               | 139              | 35                   | 55                   |
| Totals    | 7104             | 12039            | 4880                 | 8044                 |

### Fiscal Impact:

- Each fiscal year beginning in October, TWC distributes funding and places an annual performance target for each Board.
- TWC provides Boards with a performance status methodology that is based on the annual target and budget, outlining percentage ranges for 3 performance measures:
  - Meets Performance (MP), Exceeds Performance (+P), and Below Performance (-P)

#### *CCDF Performance Status Methodology*

Year-to-Date numbers to calculate performance

MP = 95%-105%

+P = 105% or above

-P = <94.99

- Boards who exceed the budgeted amount for enrollments may cause negative impact on future funding.
- As a result, WSA closely monitors and carefully balances both the enrollment target as well as the budget allocated to placing children in care, in an effort to provide childcare to as many families as possible while remaining in good standing with TWC.

**Recommendation:** N/A

**Next Steps:**

- As WSA and the childcare contractor continue to monitor performance and work to ensure that enrollment remains at a level that does not negatively impact performance, WSA has asked the contractor to temporarily pause active enrollment, in an effort to remain within Alamo's allocated budget for childcare services.
- WSA received the initial target / projections for FY 2024, which for Alamo is currently allocating a budget for 12,378 slots, which is an increase from FY 2023. This will add an additional 951 slots.

# Child Care Performance Briefing FY 2023

\* information pulled 10/19/2023

Average Units Per Month/YTD based on 11,163 Oct-Mar and 11,427 Apr-Sep Target Units



|                     | Oct     | Nov     | Dec     | Jan     | Feb     | March   | Apr     | May     | Jun     | Jul     | Aug     | Sep     |
|---------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|                     | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average | Average |
| Monthly Average %   | 91.76%  | 95.38%  | 99.50%  | 106.82% | 110.64% | 113.07% | 111.79% | 112.16% | 113.73% | 111.96% | 107.44% | 101.23% |
| YTD Average Units % | 91.76%  | 93.57%  | 95.55%  | 98.36%  | 100.82% | 102.86% | 104.14% | 105.14% | 106.09% | 106.68% | 106.75% | 106.29% |

WSA's unofficial YTD avg for FY 2023 is 106.29%

**CCDF Performance Status Methodology**  
 Year-to-Date numbers to calculate performance  
 MP = 95%-105%  
 +P = 105% or above  
 -P = <94.99

**SIR Performance Methodology**  
 Actual enrollments



# Child Care Performance Briefing FY 2023 \* information pulled 10/19/2023

|                       | Oct     | Nov     | December | Jan     | Feb     | March   | Apr     | May     | June    | July    | August  | September |
|-----------------------|---------|---------|----------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|
|                       | Average | Average | Average  | Average | Average | Average | Average | Average | Average | Average | Average | Average   |
| Choices               | 237     | 229     | 209      | 203     | 201     | 198     | 196     | 186     | 190     | 194     | 182     | 189       |
| TANF                  |         |         |          |         |         | 4       |         |         |         |         |         |           |
| Low Income            | 9,554   | 9,938   | 10,419   | 11,210  | 11,618  | 11,868  | 11,983  | 11,991  | 12,139  | 11,920  | 11,393  | 10,688    |
| Former DFPS           | 382     | 401     | 392      | 419     | 428     | 439     | 476     | 511     | 515     | 530     | 553     | 553       |
| Homeless              | 70      | 79      | 88       | 92      | 103     | 114     | 120     | 128     | 152     | 150     | 149     | 138       |
| Monthly Average Units | 10,243  | 10,647  | 11,108   | 11,924  | 12,350  | 12,622  | 12,775  | 12,816  | 12,996  | 12,793  | 12,277  | 11,568    |
| Monthly % Average     | 91.76%  | 95.38%  | 99.50%   | 106.82% | 110.64% | 113.07% | 111.79% | 112.16% | 113.73% | 111.96% | 107.44% | 101.23%   |
| YTD Average Units     | 10,243  | 10,445  | 10,666   | 10,980  | 11,254  | 11,482  | 11,667  | 11,811  | 11,942  | 12,027  | 12,050  | 12,010    |
| YTD % Average         | 91.76%  | 93.57%  | 95.55%   | 98.36%  | 100.82% | 102.86% | 104.14% | 105.14% | 106.09% | 106.68% | 106.75% | 106.29%   |
| TWC Target            | 11,163  | 11,163  | 11,163   | 11,163  | 11,163  | 11,163  | 11,427  | 11,427  | 11,427  | 11,427  | 11,427  | 11,427    |



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# Monthly Avg Enrollment % \*



| County    | Families in Care | Children in Care | Families on Waitlist | Children on Waitlist |
|-----------|------------------|------------------|----------------------|----------------------|
| Atascosa  | 217              | 357              | 114                  | 234                  |
| Bandera   | 31               | 53               | 20                   | 30                   |
| Bexar     | 5549             | 9601             | 4074                 | 6717                 |
| Comal     | 319              | 459              | 149                  | 233                  |
| Frio      | 76               | 131              | 39                   | 65                   |
| Gillespie | 47               | 60               | 35                   | 46                   |
| Guadalupe | 393              | 625              | 225                  | 369                  |
| Karnes    | 13               | 19               | 28                   | 48                   |
| Kendall   | 59               | 97               | 31                   | 47                   |
| Kerr      | 156              | 236              | 72                   | 108                  |
| McMullen  | 0                | 0                | 0                    | 0                    |
| Medina    | 162              | 262              | 58                   | 92                   |
| Wilson    | 82               | 139              | 35                   | 55                   |
| Totals    | 7104             | 12039            | 4880                 | 8044                 |

\* Report pulled: 10/18/2023

| Age Group  | Total on the Waitlist |
|------------|-----------------------|
| Infant     | 2077                  |
| Toddler    | 2051                  |
| Preschool  | 1868                  |
| School Age | 2003                  |

\* Report pulled: 10/18/2023

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## MEMORANDUM

**To:** Board of Directors

**From:** Adrian Lopez, CEO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** November 17, 2023

**Subject:** Texas Rising Star Assessment Update

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### Summary:

The Texas Workforce Commission's (TWC) three-member Commission (Commission) approved final rules for revisions to the Texas Rising Star program on January 5, 2021. Along with the rule changes, the Commission approved statewide protocols for implementation of the revised Texas Rising Star standards. The Commission-approved implementation protocols include a deferment of assessments and in-person visits during the time that Texas Rising Star staff members are learning about and transitioning to the revised standards.

On August 3, 2021, the Commission approved modifications to the implementation protocols, which include establishing an implementation date of September 1, 2021.

### Analysis:

On September 1, 2021, implementation of the revised Texas Rising Star standards began. [WD 06-21, Change 2](#) provided guidance on implementation of the revised certification guidelines specific to Assessment Training & Certification Program (ATCP) course completion requirements for conducting assessments, prioritization plan for determining assessment visits, and continued quarterly screenings. This letter remains active and within the attachment Boards may continue to extend certification and visit due dates due to COVID-19 impacts, as well as professional development requirements per the guidance provided.

With the recent transition of TRS Assessors to the Centralizing Agency, Alamo no longer holds the contract to oversee Texas Rising Star Assessors.

TWC has awarded CLI the contract for the Centralization of Texas Rising Star Assessors. The 5 remaining assessors and the former assessor manager have selected to stay with the City of San Antonio and transition roles to serve as Texas Rising Star mentors. Due to these transitions, Alamo has 14 mentors and 2 mentor managers actively working with our centers.

As of 10/1/23, Alamo Board reflected a total of 174 Early Learning Programs certified as Texas Rising Star. TRS mentors and Boards have been participating in meetings with the Centralizing



Assessment Entity to understand the new processes and responsibilities assigned to TRS mentors/assessors, Boards, and the Centralizing Assessment Entity.

WSA currently has 590 total providers with an overall capacity of 56,565 based on Child Care Regulations. For those centers in the rural area, the total capacity they have available is 142, while Bexar Centers have 13,232.

The total number of providers who have agreements to provide scholarships continues to fluctuate. As of September 2023, we have 590 CCS centers with an active agreement to provide care for children. This total includes Licensed Centers, Licensed Child Care Homes, Military, Registered Child Care Homes, and Relative Care Listed Homes. **\*\* Relative Care is not included for TRS percentages/numbers\***

**Data as of 10/01/2023**

| Total Number of Centers Scheduled                          | Annual Monitoring vary/8 initial center(s) scheduled |
|--|--|
| Centers awaiting NEW certification                         | 21   |
| Number of 4* to date                                       | 128  |
| Number of 3* to date                                       | 40   |
| Number of 2* to date                                       | 6  |
| # Of Accredited Centers                                    | 58   |
| # Of Non-Accredited Centers                                | 116  |
| # Of Military Centers: included in accredited total        | 8  |
| # Of Initial Centers (as of Sept 2022)                     | 47   |
| # Of Centers Closed/Withdrew/CCR deficiencies              | 9  |
| # Of Centers who have increased star level since Sept.2022 | 39   |
| 2 STAR → 3 STAR  | 4  |
| 2 STAR → 4 STAR  | 10   |
| 3 STAR → 4 STAR  | 25   |

**Initial Assessment Information:**

| Applications Received BUT not scheduled |         |                                  |                 |  |          |
|---|---------|----------------------------------|-----------------|--|----------|
| First Baptist CDC                       | 135494  | 8/29/2023                        |                 |  | ATASCOSA |
| Live Oak Head Start                     | 1526602 | 8/31/2023                        |                 |  | BEXAR    |
| Angel Valley Christian Daycare          | 828250  | 8/31/2023                        |                 |  | Bexar    |
| Imagination CDC                         | 1620506 | n/a                              | Facility Change |  |          |
| San Antonio College                     | 222761  | n/a                              | Facility Change |  |          |
| Harvey Najim                            | 1688046 | 9/15/2023                        |                 |  | Bexar    |
| SA Country Day Montessori               | 1720421 | uploaded to CLI on 9/29/2023 due |                 |  | Bexar    |
| Teeter Totter                           | 847161  | uploaded to CLI on 9/29/2023 due |                 |  | Bexar    |
| Poppy's Kiddie Kampus                   | 121452  | 9/28/23- Uploaded to CLI 9/29/23 |                 |  | Bexar    |
| Texas Heritage Children's Ranch         | 402848  | 9/29/23<br>Uploaded to CLI       |                 |  | Bexar    |
| Maria Cantu                             | 1514664 | 9/29/23                          |                 |  |          |
| Kids World                              | 183817  | 9/29/2023                        |                 |  |          |
| 123 ABC                                 | 1729615 | 9/29/2023                        |                 |  |          |
| Hand N Hand                             | 840816  | 9/29/2023                        |                 |  |          |
| Letty's Loved Ones                      | 883638  | 9/29/2023                        |                 |  |          |
| United Kidz                             | 1544977 | 10/3/2023                        |                 |  |          |
| RSLA                                    | 1703196 | 10/6/2023                        |                 |  |          |
| Y school age- schlather                 | 1679430 | 10/10/2023                       |                 |  |          |
| Sharitta Polite                         | 1745567 | 10/12/2023                       |                 |  |          |
| Nakita Holmes                           | 902009  | 10/12/2023                       |                 |  |          |
| Tiny Treasures                          | 1720753 | 10/18/2023                       |                 |  |          |
| KidVille LLC                            | 1717703 | 10/19/2023                       |                 |  |          |
| Beth Green                              | 1733928 | 10/20/2023                       |                 |  |          |

| Location                      | Programs | CCS Programs | TRS Programs | Percentage TRS of CCS Programs |
|-------------------------------|----------|--------------|--------------|--------------------------------|
| Bexar Early Learning Programs | 786      | 439          | 144          | 33%                            |
| Rural Early Learning Programs | 259      | 135          | 26           | 19%                            |
| Total                         | 1045     | 574          | 170          | 30%                            |

| Provider Type              | Total Providers | Total Capacity | Rural Providers* | Rural Capacity* |
|----------------------------|-----------------|----------------|------------------|-----------------|
| Licensed Center            | 491             | 55,676         | 118              | 13,028          |
| Licensed Child Care Home   | 33              | 396            | 13               | 156             |
| Military                   | 8               | N/A            | 0                | N/A             |
| Registered Child Care Home | 42              | 493            | 4                | 48              |
| Relative Care Listed Home  | 16              | N/A            | 7                | N/A             |
| Totals                     | 590             | 56,565         | 142              | 13,232          |

**BCY 23**

| Month    | # of New Agreements | # of Agreement Ended |
|----------|---------------------|----------------------|
| October  | 7                   | 0                    |
| November | 6                   | 0                    |
| December | 2                   | 1                    |
| January  | 6                   | 0                    |
| February | 4                   | 2                    |
| March    | 3                   | 2                    |
| April    | 2                   | 3                    |
| May      | 4                   | 1                    |
| June     | 3                   | 2                    |
| July     | 6                   | 1                    |

**Alternatives:** N/A

**Fiscal Impact:** N/A

**Recommendation:** N/A

**Next Steps:** WSA will continue monitoring assessment scheduling and progress. Assessments will continue as outlined, following TWC guidance and processes.

**Attachment:** None.

# Alamo Quality Centers

\* Information pulled 10/19/2023

**Total # of Currently Certified Centers** **174**

|               |          |
|---------------|----------|
| <b>2 Star</b> | <b>6</b> |
| 3 Star        | 40       |
| 4 Star        | 128      |

## Percentage of TRS/CCS

| Location                      | Programs    | CCS Programs* | TRS Programs | Percentage TRS of CCS Programs |
|-------------------------------|-------------|---------------|--------------|--------------------------------|
| Bexar Early Learning Programs | 786         | 439           | 144          | 33%                            |
| Rural Early Learning Programs | 259         | 135           | 26           | 19%                            |
| <b>Total</b>                  | <b>1045</b> | <b>574</b>    | <b>170</b>   | <b>30%</b>                     |



# Alamo CCS Provider Type & Capacity

Information pulled 10/18/2023

| Provider Type              | Total Providers | Total Capacity | Rural Providers* | Bexar Capacity* |
|----------------------------|-----------------|----------------|------------------|-----------------|
| Licensed Center            | 491             | 55,676         | 118              | 13,028          |
| Licensed Child Care Home   | 33              | 396            | 13               | 156             |
| Military                   | 8               | N/A            | 0                | N/A             |
| Registered Child Care Home | 42              | 493            | 4                | 48              |
| Relative Care Listed Home  | 16              | N/A            | 7                | N/A             |
| <b>Totals</b>              | <b>590</b>      | <b>56,565</b>  | <b>142</b>       | <b>13,232</b>   |

|      | CCS Providers – BCY 23 |               |                 |
|------|------------------------|---------------|-----------------|
|      | Total CCS Providers    | New Agreement | Agreement Ended |
| Oct  | 586                    | 7             | 0               |
| Nov  | 594                    | 6             | 0               |
| Dec  | 593                    | 2             | 1               |
| Jan  | 594                    | 6             | 0               |
| Feb  | 596                    | 4             | 2               |
| Mar  | 598                    | 3             | 2               |
| Apr  | 593                    | 2             | 3               |
| May  | 592                    | 4             | 1               |
| June | 599                    | <b>3</b>      | 2               |
| July | 601                    | 6             | 1               |
| Aug  | 596                    | 7             | 5               |
| Sept | 591                    | 5             | 3               |



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## MEMORANDUM

**To:** Board of Directors

**From:** Adrian Lopez, CEO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** November 17, 2023

**Subject:** TRS Contracted Slots Pilot Briefing

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**Summary:**

On June 10, 2022, WSA received Board approval to proceed with awarding three centers contracted slots. WSA has received signed contracts from the selected centers and is actively working to provide the resources necessary to begin implementation of contracted slots pilot. Prior to rollout, WSA must adhere to TWC's guidelines on policy implementation for contracted slots.

Texas Workforce Commission (TWC) Rules, Section 809.13, requires Boards to develop policies for the design and management of the delivery of childcare services in a public process. Rules require Boards to have a policy related to contracted slots agreements as described in Section 809.96 if the Board opts to enter into such agreements.

As WSA Board is one of only two Workforce Boards who have elected to enter the TRS Contracted Slots pilot, WSA must develop and adopt policy for implementation.

**Analysis:**

Contracted slots officially began with the first child enrolled on October 3, 2022. New centers continue to be called in order to confirm interest in Child Care Services Scholarship and are being emailed the Child Care Enrollment opportunity to confirm interest in contracted slots programs.

- Converse Christian, awarded 15 slots, has enrolled 8 children: 3 infants and 5 toddlers. 7 contracted seats remain available.
- De Paul, awarded 20 contracted slots, has enrolled 10 children: 4 infants and 6 toddlers. 10 contracted seats remain available.
- La Mision, awarded 15 slots, has enrolled 6 children: 2 infants and 4 toddlers. 9 contracted seats remain available.

| Center             | Filled Slots         | Open Slots           | Total    |
|--------------------|----------------------|----------------------|----------|
| Converse Christian | 3 infant / 5 toddler | 2 infant / 5 toddler | 15 slots |
| De Paul            | 4 infant / 6 toddler | 2 infant / 8 toddler | 20 slots |
| La Mision          | 2 infant / 4 toddler | 3 infant / 6 toddler | 15 slots |

**Alternatives:**

N/A

**Fiscal Impact:**

TWC awarded WSA \$746,230.00 for the implementation and management of the TRS Contracted Slots pilot.

Currently WSA has expended: \$185,752.68, with 2 months until end of contract.

**Recommendation:**

N/A

**Next Steps:**

- WSA will remain in communication with the childcare contractor and providers awarded contracted slots to field questions and serve as a liaison for information on Contracted Slots.
- WSA will continue to support and guide the Early Learning Programs with implementation.
- WSA will continue to work with childcare contractors to ensure tracking/monitoring per TWC requirements.
- WSA will continue to track progress of the pilot, logging questions, challenges, and TWC responses to help other Boards who may be interested in future opportunities for Contracted Slots, and to serve as a guide for future staff who implement Contracted Slots programs.
- TWC approved a 9-month extension to the contract originally scheduled to end March 2023 to December 2023. This extension will allow time for families enrolled to receive the full year of care under the contracted seat grant opportunity.

**Attachments:**

N/A

# Texas Rising Star Contracted Slots: Update \* info updated 10/19/23

- 50 Slots awarded for Infant and/or Toddler expansion
- 1-year contract



| Provider Name                 | STAR | Current CCR Capacity | Current Number of CCS families served | Total Amount awarded | Amount of Infant/Toddler Slots Filled /  | Number of Infant/Toddler Slots awarded to Program |
|-------------------------------|------|----------------------|---------------------------------------|----------------------|--|---|
| Converse Christian School     | 4    | 94                   | 40                                    | \$184,080.50         | Infants – 3<br>Toddler – 5               | 15  |
| La Mision Child Care          | 4    | 90                   | 24                                    | \$137,641.70         | Infants – 2<br>Toddler – 4               | 15  |
| DePaul Children's Center      | 4    | 200                  | 34                                    | \$167,051.20         | Infants – 4<br>Toddler – 6               | 20  |
| Grand Total for all Providers |      | 384                  | 98                                    | \$488,773.40         | Infants – 9<br>Toddler – 15<br>Total: 24 | Total Slots- 50 Awarded                           |



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## MEMORANDUM

**To:** Board of Directors

**From:** Adrian Lopez, CEO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** November 17, 2023

**Subject:** Entry Level Designation & Efforts Towards Increasing and Accessing Quality

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**Summary:**

House Bill (HB) 2607, 87th Texas Legislature, Regular Session (2021), amended Texas Government Code §2308.3155 to require that all regulated providers of TWC-funded CCS participate in the Texas Rising Star program. HB 2607 also required the creation of a new Entry Level Designation and a maximum length of time that a childcare program may participate at the Entry Level Designation.

Additionally, HB 2607 required TWC to develop a process that allows a childcare program to request a waiver to extend the length of time, which may not exceed 36 months, that the childcare program may participate at the Entry Level Designation.

Prior to the enactment of HB 2607, the TWC's three-member Commission (Commission) approved the amendment of TWC Chapter 809 Child Care Services rules in January 2021 to adopt a Pre-Star Designation and a requirement that all regulated CCS childcare providers achieve that designation. This provision has been superseded by the new Entry Level Designation.

On September 13, 2022, the Commission approved amendments to Chapter 809 to implement the §2308.3155 requirement, removing the Pre-Star Designation and replacing it with the legislatively mandated Entry Level Designation. The amended rules regarding the Entry Level Designation became effective October 3, 2022.

With this new requirement, WSA continues to be in attendance during community meetings, participate in discussions, and provide opportunities to learn about the needs of the early childcare community. WSA continues to invite Early Learning Programs to the WSA Quality Cohorts that provide guidance and assistance to programs interested in obtaining TRS certification and additionally provide opportunities for programs to learn about other agencies and organizations that are available to assist in enhancing and elevating their program. WSA continues to oversee

and manage the quality budget to ensure that Early Learning Programs have the tools and resources needed to build and maintain quality. WSA continues to reach out to rural communities to better understand childcare needs and to provide services and link communities with resources available. WSA has been working closely with United Way of San Antonio and ESC Region 20 to create a more efficient and seamless process for mentoring and coaching centers towards quality and continues to collaborate and share information on centers designated as Entry Level to aid mentors and coaches in our Board areas and be able to view the landscape on the number of centers that exist that are eligible and in need of outreach to begin the path towards quality.

**Analysis:**

- Entry Level Eligibility and Timelines
  - Boards must be aware that TWC Chapter 809 Child Care Services rule §809.131(d) establishes a maximum time of 24 months that a CCS provider may remain at the Entry Level Designation. The CCS provider must achieve Texas Rising Star certification of at least the two-star level within the 24-month period.

**Entry Level Designation Timeline—New CCS Providers**

| Deadline                 | Action  |
|--------------------------|---|
| CCS Agreement Start Date | The provider meets Entry Level designation.   |
| 12 Months                | Boards must screen providers for initial Texas Rising Star certification.   |
| 18 Months                | If the provider is not meeting Texas Rising Star certification, no new family referrals may be made.  |
| 23 Months                | If the provider has not met Texas Rising Star certification requirements, notify enrolled families of potential loss of the provider’s CCS eligibility. |
| 24 Months                | The provider must achieve Texas Rising Star certification to continue to serve as a CCS provider.   |

Data provided in chart (10/1/2023)

| Board | Total CCS # (as of 10/2022) | Subset of Column B Reduced CCS | Total CCS # (as of 10/2022) | Subset of Column D # ELD as of 8/2022 | Subset of Column E #ELD Eligible | Subset of Column F #ELD Not in Cohort or External Organization | Subset of Column F #ELD WSA Cohort | Subset of Column F #ELD in WSA Cohort or working with External Organization |
|-------|-----------------------------|--------------------------------|-----------------------------|---------------------------------------|----------------------------------|--|------------------------------------|---|
| Alamo | 550                         | 531                            | 587                         | 327                                   | 228                              | 138  | 60                                 | 25  |

Data reflects CCS Providers as of 10/1/2022; these providers have until 5/30/24 to be Texas Rising Star certified.  
Data does not include new CCS providers added after 10/1/2022

| Subset of Column E #ELD Ineligible | Subset of Column J #ELD Not in Cohort or External Organization | Subset of Column J #ELD in WSA Cohort or working with External Organization | Subset of Column D # certified as of 10/2023 | % of Total CCS Certified as of 10/2023 | CQIPS Created (ELDs) | # of Mentors (as of 6/2023) | # of Mentors (as of 10/2023) |
|------------------------------------|--|---|--|--|----------------------|-----------------------------|------------------------------|
| 129                                | 75   | 54  | 174  | 30.00%                                 | 232                  | 7                           | 12                           |

- 357 on ELD Plan
  - 129 **Not Currently Eligible** to submit application due to deficiencies
    - 75 not in a cohort or external organization
    - 54 is/was in WSA cohort or working with external partner
  - 228 **Eligible** for Entry Level Designation
    - 63 is/was in WSA cohort
    - 26 in WSA cohort or working with external partner
    - 139 not in a cohort (internal/external)

WSA continues to collaborate with community partners to create an efficient and robust pathway for centers and homes to attain TRS certification and begin the pathway towards quality.

The cohort, in addition to providing guidance and overviews of the requirements of TRS, has been designed to connect these participants to resources and programs that are available to aid centers on their quest to expand and elevate quality. Examples of the organizations and programs who have been invited to share information with the cohort are: TWC who has presented on their Pre K Partnerships program, Texas Association for the Education of Young Children (TXAEYC) who has presented on the Teach program, Child Care Regulations (CCR) who has presented on common licensing deficiencies noted by representatives during observations of centers, Children's Learning Institute (CLI), Texas Early Childhood Professional Development System (TECPDS), Civitas/Curantis/Avance on business coaching opportunities and Texas School Ready (TSR). WSA understands that by inviting presenters that offer resources that can assist in elevating the quality of care a child receives, we are helping to create more opportunities for Early Learning Centers who are already on the pathway to TRS certification, see beyond the stars, and recognize that there are many opportunities available to continue to enhance and build quality.

Since August 2022, WSA has partnered with United Way of San Antonio to host a joint Provider Council. Providers who serve on the council were selected to represent the community based on a variety of characteristics, such as location of center, National Accreditation/TRS certification status, previous membership, and center type. Currently 16 directors/owners serve on the Provider Council. Members meet quarterly to address system level challenges within the early childcare community and members discuss and tackle issues, pose questions, share thoughts, and provide feedback on a variety of childcare topics.

WSA has aligned the mentoring/coaching process towards quality TRS, working with United Way of San Antonio and ESC Region 20. Partners work together to create a more cohesive approach to mentoring and have been coordinating warm handoffs for coaches/mentors between organizations, to support the provider with a seamless experience towards TRS certification. This Alamo Quality Pathway process continues to receive positive feedback from the providers in the community who have expressed feeling a more cohesive and less confusing process as they work

towards quality. TRS mentors work with Early Learning Programs to create Quality Improvement Plans (QIPs) that are designed to allow centers to create goals/expectations that they will work towards in order to achieve and maintain TRS certification. TRS mentors and WSA staff also participate in the Building Quality Meetings hosted by United Way of San Antonio that includes United Way coaches.

WSA continues to collaborate and share information on Entry Level Designation centers to United Way, ESC Region 20, and Pre-K 4-SA to assist each organization with a list of centers who have and have not been outreached to or placed on the quality pathway so that each is better equipped to manage the landscape of centers still in need of support towards quality. Currently there are 239 Entry Level Designated centers who are eligible to begin working towards TRS certification.

**Alternatives:**

N/A

**Fiscal Impact:**

- An Entry-Level childcare program is not eligible for enhanced reimbursement rates that are available to two-, three-, and four-star certified childcare programs.
- For current CCS providers that do comply with Entry Level requirements, Certification must be by September 2024.
- For new CCS providers (those who signed the agreement after October 3, 2022), the end date is 24 months from the start date (when the CCS Provider Agreement was signed).

The following are the investments that are planned to be made into programs designated as ELD who enrolled in a cohort and/or who have received TRS certification.

**Workforce Solutions Alamo Quality Investments (Planned for FY 2024)**

- **Infant & Toddler (Including PD): \$300,000**
- **Professional Development: \$250,000**
- **Texas Rising Star/Quality Improvement (Except PD; including TRS personnel): \$2,800,000.**
- **Evaluation & Assessment (tools to measure effective practice or child development/program): \$25,000.**
- **Supporting National Accreditation: \$5,000.**
- **Other (Bonuses/Wages/Incentives): \$2,200,000.**

## Child Care Quality Funding

| Infant & Toddler (including PO) \$ 300,000<br>1% of budget   | Professional Development \$250,000<br>8.3% of budget    | Texas Rising Star/Quality Improvement (Except PO; include TRS personnel) \$2,000,000<br>50% of budget | Evaluation & Assessment (tools to measure effective practice or child development program) \$75,000<br>4% of budget | Supporting National Accreditation \$5,000<br>.05% of budget                                | OTHER: \$2,228,000<br>28.4% of budget                |
|--|---|---|---|--|--|
| Professional Development specific for Infant & Toddlers for Providers to meet licensing (\$50,000) | Professional Development to meet licensing ( \$200,000) | Quality Cohort – Indoor/Outdoor Kits for Preschool & School Age (\$150,000)                           | Quality Cohort ASQ (\$25,000)   | Support Child Care Centers Through National Accreditation Process or Maintaining (\$5,000) | TRS Providers-Child Care Staff Bonuses (\$1,600,000) |
| Quality Cohort – Infant & Toddler Frog Street Curriculum (\$100,000)                               | CDA Renewal Scholarships (\$5,000)                      | Quality Cohort – Parent Outreach (\$25,000)   |   |  | TRS Certification Incentive (\$600,000)              |
| Quality Cohort- Infant & Toddler Indoor Kits (\$150,000)   | NAFCC Conference (\$10,000)                             | Quality Cohort – Preschool Curriculum (\$100,000)   |   |  |  |
|  |   | Quality Cohort – Family Home Curriculum (\$50,000)  |   |  |  |
|  |   | Badge Awards (\$100,000)  |   |  |  |
|  |   | TRS Maintenance Incentive (\$450,000)   |   |  |  |
|  |   | TRS Personnel and Supports (\$1,900,000)  |   |  |  |
|  |   | NAEYC Memberships (\$2,000)   |   |  |  |

### WSA Badges Soft Launch:

**\$ 100,000:**

WSA has currently identified 48 badges that ELPs can earn. WSA is preparing for a soft launch, where 20 badges will be awarded in two phases. TRS staff will review and award badges to TRS ELPs.

- Phase I- This is an introductory period for TRS ELPs to earn 10 badges within the first six months of the year (contract year).
- Phase II- ELPs have the opportunity to earn an additional 10 badges within the remaining six months of the year.

### TRS Providers Maintenance Incentive

**\$450,000**

TRS certified providers will receive an incentive award based on their star level for their participation and maintenance of certification. Incentive amounts are based on TRS star level as of 12/1/2023, CCS enrollments, TECPDS registration, and reporting on Availability Portal.

- Projected amount of providers- 200
- Projected investment- \$400,000

This incentive is for TRS providers to maintain Texas Rising Star measures.

### **TRS Providers-Staff Bonuses**

**\$1,600,000**

Quarterly bonuses for TRS certified providers that sustain higher levels of quality by decreasing staff turnover and increasing staff retention.

- Projected amount of providers- 50
- Projected staff- 800

Projected investment: \$1,600,000

### **TRS Initial Certification Incentives**

**\$600,000**

Incentives for staff at Texas Rising Star (TRS) newly certified providers that achieve higher levels of quality through an assessment and childcare staff paid after assessment results are determined.

- Projected providers- 357
- Approximate staff- 3000
- Projected Investment: \$600,000

### **WSA Quality Cohort**

**\$600,000**

Recruitment and participation in the WSA Quality Cohort where providers learn the fundamentals of Texas Rising Star in a group setting. Providers earn materials and supplies for successful participation in the six-month cohort.

- Frog Street Press Curriculum for centers that are identified as not having a curriculum for their program.
- Teaching Strategies Creative Curriculum for family homes for home providers that are identified as not having a curriculum for program.
- ASQ SE & ASQ 3 for programs that are identified as not having children's assessments.
- Indoor & Outdoor learning material

- Parent Involvement Kit
  1. Projected investment for curriculum- \$200,000
  2. Projected investment for assessments- \$25,000
  3. Projected investment for indoor & outdoor kits- \$300,000
  4. Projected investment for parent kits- \$25,000

### **Professional Development**

**\$250,000**

To provide professional development opportunities for over 500 CCS providers through a virtual or in-person setting that aligns with Core Competencies for Practitioners and Administrators.

- WSA solicited \$250,000 for professional development through an RFP process and awarded 18 vendors to deliver training to the Alamo area with an active CCS agreement.
- WSA scheduled 47 trainings from March to August
- CDA to Transcript opportunity for 20 Early Learning Professionals to receive their CDA.
  - Early Learning Professionals are in the process of scheduling their observation.
- Over 2000 professionals have registered for training opportunities.

### **Teacher Appreciation Grant Survey (all CCS providers)**

- Survey request was sent to the 479 providers that submitted their documentation, 430 responded to the survey (1 per location)
- **Survey questions**
  - Child Care Program/CCR #
  - Person filling out the form/Email address.
  - Zip code/County
  - How many children enrolled at your program?
  - How many slots do you have for CCS?
  - How many CCS slots are filled?
  - CCRF- How did TWC's CCRF support your program?
    - Rent/mortgage
    - Insurance
    - Utilities
    - Payroll and personnel
    - Personal protective equipment
    - Cleaning supplies
    - Maintenance

- Supplies
- Tuition assistance
- Hiring or retention bonuses, paid time off or wage supplement
- Other
- Please provide a brief summary of the long-lasting impacts on your program when TWC's CCRF comes to an end.
- How can WSA support your program with future initiatives when funding comes to an end?
  - Higher wages/bonus opportunities
  - Replenishing indoor and outdoor material (excluding consumables)
  - Curriculum
  - Professional Development
  - Other
- Is your program aware of the TWC's Texas Rising Star requirement for CCS programs to attain Texas Rising Star certification?
- Please provide the following information about your Texas Rising Star status.
  - 2 Star
  - 3 Star
  - 4 Star
  - Entry Level Designation
  - Not Sure
- Please provide the support needed for your program to become Texas Rising Star (certified).
- Is your program participating in a Workforce Solutions Alamo Cohort to achieve TRS?
  - Yes
  - Yes, but not with WSA.
  - No
  - No, but I am interested in participating.
  - Our program is already TRS.
  - Other
- Our program is working towards TRS and will submit an application for certification.
  - Next 1-3 months
  - Next 3-6 months
  - Next 6-12 months
  - Will be ending CCS agreement before required date.



- Will be closing program.
- Our program is already TRS.
- Other
- If your program will be ending CCS agreement or closing, please provide the reason.
  - Funding (12)
  - Staffing (2)
  - Texas Rising Star Requirement (9)
  - NA
  - Other (7)

**Recommendation:**

WSA continues to follow TWC guidance and is providing TRS mentoring and cohort opportunities to Early Learning Programs designated as Entry Level. In addition, WSA continues to explore opportunities to reach this community goal and are collaborating with other partners/organizations to expand our efforts.

**Next Steps:**

- WSA continues to monitor that all CCS providers located within the Board's local workforce development area (workforce area) meet the minimum qualifications and basic requirements for Entry Level Designation described in §809.131(b), specifically, that the provider:
  - is not on a corrective or adverse action plan with Child Care Regulation (CCR); and
  - does not exceed the minimum points threshold for high- and medium-high weighted CCR deficiencies, per the Texas Rising Star Guidelines.
- WSA continues to ensure that all CCS providers located within the Board's workforce area designated as Entry Level are screened for initial Texas Rising Star certification.
- CCR compliance, per the Texas Rising Star Guidelines, by the end of the first 12 months in order to determine eligibility to begin the initial Texas Rising Star certification assessment process.
- WSA will ensure that any CCS provider designated as Entry Level that did not meet the initial certification screening requirements for Texas Rising Star, per the Texas Rising Star Guidelines, by the 18th month of the 24-month designation time frame does **not** continue to receive new CCS family referrals during this period, unless the provider is located in a childcare desert or serves an underserved population and is approved by TWC to accept new family referrals.
- WSA will note: Referrals may be made for siblings of children who are currently enrolled in the program during this period.
- WSA is providing all Entry Level Designated CCS providers located within the Board's workforce area with mentoring services, per the Texas Rising Star Guidelines.

- WSA continues to ensure TWC compliance with the following deadlines and timeline for new CCS providers designated as Entry Level.
- WSA has been aware that CCS providers, who held an active agreement as of October 3, 2022, were administratively designated as Entry Level, effective October 3, 2022, and were eligible to continue to serve as a CCS provider.

WSA will continue to partner and collaborate with agencies and organizations to provide support and resources to Early Learning Programs and families throughout the Alamo Board and will continue to explore additional ways, that through partnerships, we can support Early Learning Programs on the path towards quality and reduce duplication of services.

WSA continues to work on aligning the quality budget with both the quality cohort and certification process to ensure that centers receive the necessary support, resources, and materials that will help to elevate and maintain the quality of their centers.

# Texas Rising Star Entry Level Designation

[Texas Government Code, §2308.3155](#) requires all CCS child care and early learning programs be included in the Texas Rising Star program at an Entry Level designation and requires TWC to establish a maximum length of time (24-months) that a child care and early learning program can participate at Entry Level designation.

To qualify for Entry Level designation, a child care and early learning program must meet the minimum quality standards outlined below and will receive technical assistance and support under the Texas Rising Star program.

- licensed or registered with CCR (may have an initial permit) or regulated by the United States Military;
- not on Corrective or Adverse Action with CCR; and
- meets the points threshold of 75 for high- and medium-high-weighted CCR deficiencies (based on a review of CCR licensing history within the most recent 12 months)



Texas  
Rising Star

Entry Level Designation Timeline  
for Child Care Programs

Child care programs that provide Child Care Services (CCS) will be required to participate in the Texas Workforce Commission Texas Rising Star certification program via an Entry Level Designation. This timeline is for providers that have a current CCS agreement with their Workforce Solutions Board (Board) as of 10.03.22. Timeframes for new CCS providers are the same but deadlines will shift accordingly. CCS programs can be screened as needed or warranted for Texas Rising Star initial certification eligibility at any time between 10.03.22 – 09.30.24.

## By October 3, 2022 Determine Entry Level Designation Eligibility

- Your Board will evaluate your program to determine eligibility for Entry Level Designation and assign a mentor to support your program.
- Eligible > Begin working toward your Texas Rising Star certification. Certification Deadline: 09.30.24.
- Not eligible > You will receive an allowance to provide CCS for an interim timeframe. Re-evaluation Deadline: 03.31.23.

## By March 31, 2023 Re-Evaluate Entry Level Designation Eligibility (as applicable)

- Your Board will re-evaluate your program for Entry Level Designation eligibility.
- Eligible > Begin working toward your Texas Rising Star certification. Certification Deadline: 09.30.24.
- Not Eligible > Your CCS provider agreement will be terminated. Children in care will be transferred to an eligible provider.

## By September 30, 2023 Evaluate Texas Rising Star Certification Eligibility

- Your Board will evaluate your program for Texas Rising Star certification eligibility.
- Eligible > The Board will acknowledge certification eligibility and schedule an assessment prior to 09.30.24.
- Not Eligible > Your program will have six months to meet eligibility. Re-evaluation Deadline: 03.31.24.

## By March 31, 2024 Re-Evaluate Texas Rising Star Certification Eligibility

- Your Board will re-evaluate your program for Texas Rising Star certification eligibility.
- Eligible > The Board will conduct a Texas Rising Star assessment to award certification prior to 09.30.24.
- Not Eligible > Your program will have six months to meet eligibility. You may NOT receive new family referrals during this time. Re-evaluation Deadline: 09.30.24.

## By September 30, 2024 Establish Texas Rising Star Certification

- Your Board will re-evaluate your program for Texas Rising Star certification eligibility.
- Eligible > The Board will conduct a Texas Rising Star assessment to award certification. Certification Deadline: within three months, by 12.30.24.
- Not Eligible > Your CCS provider agreement will be terminated. Children in care will be transferred to an eligible provider.

# Entry Level Designated (ELD) Board Status

| Board | Total CCS # (as of 10/2022) | Subset of Column B Reduced CCS | Total CCS # (as of 10/2022) | Subset of Column D # ELD as of 8/2022 | Subset of Column E #ELD Eligible | Subset of Column F #ELD Not in Cohort or External Organization | Subset of Column F #ELD WSA Cohort | Subset of Column F #ELD in WSA Cohort or working with External Organization | Subset of Column E #ELD Ineligible | Subset of Column J #ELD Not in Cohort or External Organization | Subset of Column J #ELD in WSA Cohort or working with External Organization | Subset of Column D # certified as of 10/2022 | % of Total CCS Certified as of 10/2022 | CCPS Created (ELDs) | # of Members (as of 6/2022) | # of Members (as of 10/2022) |
|-------|-----------------------------|--------------------------------|-----------------------------|---------------------------------------|----------------------------------|--|------------------------------------|---|------------------------------------|--|---|--|--|---------------------|-----------------------------|------------------------------|
| Alamo | 555                         | 531                            | 557                         | 357                                   | 228                              | 139  | 53                                 | 29  | 129                                | 75   | 54  | 174  | 38.00%                                 | 202                 | 7                           | 12                           |

Data reflects CCS Providers as of 10/1/2022, these providers have until 8/30/24 to be Texas Rising Star certified.  
Data does not include new CCS providers added after 10/1/2022.

## Projections for Centers Prepared for TRS Certification

|  | N/A: alt. plan | Corrective Action | Over Threshold | Jul-23 | Aug-23 | CLI becomes Assessment Entity | Sep-23                     | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Jul-24 | Aug-24 | TOTAL |
|--|----------------|-------------------|----------------|--------|--------|-------------------------------|----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|
| Projected Number of Centers prepared for Certification | 4              | 1                 | 2              | 3      | 3      |                               | 25                         | 42     | 21     | 43     | 44     | 31     | 33     | 47     | 18     | 39     | 15     | 2      | 373   |
| Actual Number of Centers Assessed                      |                |                   |                | 5      | 8      |                               | Temp. Pause in Assessments | 1      |        |        |        |        |        |        |        |        |        |        |       |
| # of Applications Submitted                            |                |                   |                | 4      | 4      |                               | 10                         | 8      |        |        |        |        |        |        |        |        |        |        |       |

