



### **COMMITTEE OF SIX MEETING (Co6)**

**2700 NE Loop 410, Board Room, Suite 101  
San Antonio, TX, 78217  
July 26, 2023  
12:00 PM**

Citizens may appear before the Committee to speak for or against any item on the Agenda in accordance with procedural rules governing meetings. For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of meeting. For additional information, please call Linda G. Martinez, (210) 272-3250

**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.**

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

- I. CALL TO ORDER  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair
- IV. PUBLIC COMMENT  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair
- V. MEETING MINUTES OF FEBRUARY 22, 2023 (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- VI. APPOINTMENT TO FILL THE FOLLOWING PLACE ON WORKFORCE SOLUTIONS ALAMO BOARD OF DIRECTORS DISCUSSION AND POSSIBLE ACTION TO CONSIDER AND SELECT  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair
- a. Board of Directors Attendance and Demographics
  - b. Economic Development, Place 20 - For Term Beginning May 15, 2023, and Ending December 31, 2024
- VII. WSA BOARD OF DIRECTORS CHAIR REPORT  
Presenter: Leslie Cantu, Chair, Workforce Solutions Alamo Board of Directors
- a. Update on Interlocal and Partnership Agreement Operational Plan
  - b. Update on Selection of the Adult Contractor
- VIII. UPDATE ON LEGAL ACTIONS INVOLVING WSA  
Presenter: Jon D. Lowe, WSA Legal Counsel
- IX. EXECUTIVE SESSION  
Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee of Six 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.
- X. ADJOURNMENT  
Presenter: Councilwoman Dr. Adriana Rocha Garcia, Chair

Attachments:

- a. WSA Financials
- b. Annual Audit FY22
- c. TWC Annual Monitoring Report – Update on Resolution



### **COMMITTEE OF SIX MEETING (Co6) - MINUTES**

**2700 NE Loop 410, Boardroom, Suite 101  
San Antonio, TX 78217  
February 22, 2023  
12:00 PM**

**COMMITTEE OF SIX:** Councilwoman Dr. Adriana Rocha Garcia (Chair), Councilman Manny Pelaez, Commissioner Grant Moody, Commissioner Rebeca Clay-Flores, Judge Richard Evans, Judge Richard Teal

**PARTNERS:** Diane Rath, Jordana Matthews, Mike Ramsey, Amy Contreras (City of San Antonio), Marcus Primm (Assistant to Commissioner Clay-Flores)

**WSA BOARD OF DIRECTORS:** Leslie Cantu (WSA Board Chair)

**WSA STAFF:** Adrian Lopez, Katherine Pipoly, Linda Martinez, Penny Benavidez, Giovanna Escalante-Vela, Angela Bush, Dr. Federico Ghirimoldi, Miriam Barksdale-Botello

**LEGAL COUNSEL:** Frank Burney

**GUEST:** None

Citizens may appear before the Committee to speak for or against any item on the Agenda in accordance with procedural rules governing meetings. For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of meeting. For additional information, please call Linda G. Martinez, (210) 272-3250

**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.**

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

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- I. CALL TO ORDER AND QUORUM DETERMINATION  
Presenter: Councilwoman Dr. Adriana Rocha-Garcia, Chair  
**At 12:00 pm, Councilwoman Dr. Adriana Rocha-Garcia called the meeting to order.**
- II. ROLL CALL  
Presenter: Linda G. Martinez, Executive Assistant II/Board Liaison  
**The roll was called, and a quorum was declared present.**
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Councilwoman Dr. Adriana Rocha-Garcia, Chair  
**None.**
- IV. PUBLIC COMMENT  
Presenter: Councilwoman Dr. Adriana Rocha-Garcia, Chair  
**None.**
- V. MEETING MINUTES OF JANUARY 25, 2023 (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Councilwoman Dr. Adriana Rocha-Garcia, Chair  
**Upon motion by Judge Richard Evans and second by Councilman Manny Pelaez, the Committee of Six unanimously approved the meeting minutes of January 25, 2023, with Judge Richard Evans noting that the Committee of Six meeting adjourned before the presentations listed in items VIII., IX., and X. due to a lack of quorum.**
- VI. WSA FINANCIALS (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Giovanna Escalante-Vela, CFO
  - a. Budget Amendment #1  
Presenter: Angela Bush, Contractor, CFO Augmentation Services
    - Corporate Facilities increased \$5,000, Corporate General Office increased \$5,000, Corporate Professional Services increased \$475,000, Facilities increased \$300,000, Child Care Reserve decreased approximately \$1.4M, Projects increased approximately \$60,000, and Service Delivery increased approximately \$8.3M. Total budget increase is 4.75% from \$163,915,863.22 to \$171,694,541.65.
    - Storage Fees increase includes \$5,000 for Corporate Office Storage and \$5,000 for Offsite Archive Storage.
    - Professional Services increase includes \$50,000 for Human Resources Legal Services, \$200,000 for Temporary Services utilized for additional support and to fill gaps due to attrition, and \$225,000 for Other Professional Services for consulting related to Finance, Procurement, RFP Evaluators, and Web Site.
    - Mobile Unit increase of \$50,000 includes a change in vendor and increase equipment pricing, and a contingency for additional costs related to the Mobile Unit.
    - Judge Richard Evans and Dr. Adriana Rocha-Garcia requested further explanation on the proposed increase in the Mobile Unit costs and compliance with bidding requirements. For this reason, WSA agreed to pull the Mobile Unit increase from Budget Amendment #1.
    - The Committee of Six requested to have the final agenda packet delivered directly to them to allow more time to review before the meeting.
    - Port San Antonio increase of \$250,000 includes a delay due to price increases, Bibliotech may join as a partner and may off set some cost, and contingency for moving from Marbach, month to month lease there may be hidden move out cost.
    - Child Care Reserve has been decreased by \$1,414,254. The reserve is typically utilized to first quarter. FY22 projected reserve is \$13,508,924.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- Projects is increased by \$59,561 for the San Antonio Foundation and the Aspen Institute.

**Upon motion by Commissioner Rebeca Clay-Flores and second by Commissioner Grant Moody, the Committee of Six unanimously approved Budget Amendment #1 with deleting the proposed budget increase for the Mobile Unit.**

b. WSA Financials

— December 2022 Budget to Actual Variance Analysis:

- Personnel has a 19.83% variance and WSA is currently working to fill vacant positions.
- Facilities has a -1.66% variance due to an increase in storage costs.
- Equipment has a 45.72% variance due to equipment reserved for vacant positions.
- General Office has a 43.98% variance. The most significant under expenditure in this category is insurance.
- Professional Services has a 21.67% variance due to the timing of audits and monitoring.
- Board of Directors has a 47.20% variance due to the timing of upgrading the boardroom.

— Key Variances:

- TANF grant is currently at 12%. This year's allocation is \$2M more than the average allocation. Board and contractor staff are working on intensive strategies, including a TANF initiative to utilize 10% of funds towards STEM summer youth program.
- NCP program assists non-custodial parents who are behind on their child support payments. Board staff are working diligently on new strategies, such as stand-alone orders, to outreach and assist clients retaining long term employment.
- Child Care CCF – Board staff prioritized spending the carryover from FY22 to fully expend, before utilizing the current allocation.
- Trade Act grant is currently at 0% due to it sunseting. Clients may be referred to Dislocated Worker or National Dislocated Worker.
- Child Care CCQ – The Board is approximately 17% under spent for this program. WSA is processing provider incentives on a quarterly basis. The contractor is currently utilizing temporary staff to assist with attrition.
- Child Care CSL – End date was extended to 12/31/23. WSA has \$450,000 obligated as of 12/31/22.
- Pilot Navigator Program was extended for another year through 10/31/23 with an increase of \$96,928. This TWC initiative supports sex trafficking victims and WSA is one of four Boards operating this initiative.
- Commissioner Rebeca Clay-Flores requested to have more details on the Pilot Navigator Program and tracking the participant's progress.
- SEAL program kicks off in spring. A significant amount of the expenditures occur during the summer.
- Skills Development grant with Lone Star was granted a no-cost extension through 3/31/23.
- For Ready to Work, TAMUSA contract was finalized in October 2022. Board staff continue to provide technical support to partners. As of 12/31/22, \$494,583 has been paid in tuition.

— Financial Monitoring Update:

- For Serco of Texas, FY21 and FY22 has been finalized and closed. Reimbursement was received on 1/4/23.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- For the City of San Antonio, FY22 reimbursement was received on 2/2/23. There is a follow up date of 2/24/23 for their close-out report.
  - For C2GPS, FY21 and FY22 expected completion is in February with a follow up date of 3/3/23.
- c. FY21 TWC Audit Acceptance Letter
  - Presenter: Angela Bush, Contractor, CFO Augmentation Services
  - FY21 Audit has been accepted by TWC.
  - The Financial Report from July 2022 has been received today. There are some findings that need to be addressed regarding Procurement, TANF/Choices, and SNAP E&T.
  - FY22 Audit will begin in March 2023.
- d. Mobile Unit Update
  - Discussed during line-item a. Budget Amendment #1.

## VII. 2021-2024 LOCAL PLAN (DISCUSSION AND POSSIBLE ACTION)

Presenter: Katherine Pipoly, COO

### a. Local Plan – 2-year Modification

- Feedback was received by hosting listening sessions, one on one data sessions, and strategic partner presentations. There were 23 unique target occupation requests from COSA, Alamo Colleges, Project Quest, and the hospitality industry. The data review included mean wage, reliable data sources, and percentage growth overtime. The research methods included an analysis of historical labor market trends and staffing patterns.
- Local Plan modifications for 2022-2024 include \$17.00 target average wage, 6 clusters, 8 industry sectors, 16 in-demand industries, and 73 target demand occupations.
- Aerospace & Manufacturing – Machinists is being added to the target occupations list.
- Healthcare – Medical Records Specialists, Health Technologists and Technicians, Respiratory Therapists, Clinical Laboratory Technologists and Technicians, Cardiovascular Technologists and Technicians, Surgical Technologists, and Occupational Therapy Assistants are being added to the target occupations list.
- Construction/Utilities – Solar Photovoltaic Installers are being added to the target occupations list.
- Education – Special Education Teachers, Kindergarten, Elementary, Middle School, and Secondary School, Community Health Workers, and Police and Sheriffs Patrol Officers are being added to the target occupations list.
- The Commissioners would like to know if Detention Officers are included in the Police and Sheriffs Patrol Officers SOC code. Katherine Pipoly will follow up.
- Other – Food Service Managers, Lodging Managers, Meeting, Convention, and Event Planners, and Paralegals and Legal Assistants are being added to the target occupations list.

**Upon motion by Commissioner Rebeca Clay-Flores and second by Judge Richard Evans, the Committee of Six unanimously approved the Local Plan 2-year Modification.**

## VIII. ADVISORY COUNCIL ASPEN INSTITUTE UPDATE

Presenter: Katherine Pipoly, COO

- WSA was selected by Aspen Institute Economic Opportunities Program for a Workforce Leadership Academy. Fellow applications will be reviewed and selected for the Leadership Academy. Final report will be presented at the Pitch in December 2023.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- IX. **Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Committee may move into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:**
- a. **Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;**
  - b. **Government Code §551.071 - All Matters Where Workforce Solutions Alamo or Committee of Six (Co6) Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:**
  - c. **Pending or Contemplated Litigation; and**
  - d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo and**
  - e. **Government Code Section 551.089—Discussions regarding Security Devices for Audits.**
- None.**
- X. **ADJOURNMENT**  
Presenter: Councilwoman Dr. Adriana Rocha-Garcia, Chair  
**There being no further business, the Committee of Six meeting adjourned at 1:28 pm.**

WORKFORCE SOLUTIONS ALAMO BOARD  
2023 DEMOGRAPHICS

Place Number	WSA BOARD MEMBER	CATEGORY	COMPANY	INDUSTRY	INITIAL CERTIFICATION	CURRENT TERM	Gender	Race	Hispanic	CC	Urban	Vet
1	Mary Batch (BOARD VICE CHAIR)	Private Sector	Catapillar ISPD	Manufacturing	11/16/2015	01/25/2023-12/31/2025	F	White	N	N	R	Y
2	Betty Munoz	Private Sector	JW Marriott San Antonio	Accomodation	10/4/2016	01/01/2022-12/31/2024	F	White	Y	N	U	N
3	Becky Butler Cap	Private Sector	GenCure/BioBridge Global	Private Sector	1/25/2023	01/25/2023-12/31/2025	F	White	N	N	U	N
4	Leslie Cantu (BOARD CHAIR)	Private Sector	Toyotetsu Texas, Inc.	Manufacturing	12/5/2017	01/01/2021-12/31/2023	F	White	N	N	U	N
5	Esmeralda Perez	Private Sector	CHRISTUS Santa Rosa	Health Care	12/8/2021	01/01/2022-12/31/2024	F	White	Y	N	U	N
6	Anthony Magaro	Private Sector	SWRi	Private Sector	2/1/2021	02/01/2021-12/31/2024	M	White	N	N	U	N
7	Yousef Kassim	Private Sector	E-Legal, Inc. EasyExpun	IT	12/5/2017	01/01/2021-12/31/2023	M	Other	N	N	U	N
8	Benjamin Peavy	Private Sector	Accenture Federal Services	IT	12/5/2017	01/01/2021-12/31/2023	M	Black	N	N	U	N
9	Jerry Graeber	Private Sector	Leonard Contracting	Construction	9/1/2022	09/01/2022-12/31/2024	M	White	N	N	U	Y
10	Lowell Keig	Public Employment	TWC	TWC	5/1/2022	05/01/2022-12/31/2024	M	White	N	N	U	N
11	Diana Kenny	Private Sector	Assesmentent Intervention	Health Care, Social Assis	10/8/2019	01/01/2021-12/31/2023	F	White	N	N	U	N
12	Robby Brown	Private Sector	DocuMation	Private Sector	6/21/2023	06/21/2023-12/31/2023	M	White	N	N	U	N
13	Lisa Navarro Gonzales	Private Sector	Forma Automotive, LLC	Manufacturing	1/1/2021	01/01/2021-12/31/2023	F	White	N	N	U	N
14	Eric Cooper	CBO	San Antonio Foodbank	Social Assist.	5/3/2016	01/01/2022-12/31/2024	M	White	N	N	U	N
15	Elizabeth Lutz	CBO	The Health Collaborative	Health Care	2/25/2014	01/25/2023-12/31/2025	F	White	Y	N	U	N
16	Ana DeHoyos O'Connor	CBO	Alamo College	Educational	1/1/2021	01/01/2022-12/31/2024	F	White	Y	Y	U	N
17	Dr. Burnie Roper	Education	Lackland ISD.	Educational	11/16/2015	01/01/2021-12/31/2023	M	Black	N	N	U	Y
18	Dr. Sammie Morrill	Education	Alamo College District	Educational	1/7/2020	01/25/2023-12/31/2025	F	White	N	N	U	N
19	Angelique De Oliveira	ABE	Goodwill Industries of SA	Educational	1/5/2021	01/05/2021-12/31/2023	F	White	N	N	U	N
20	VACANT	Econ. Dev.		Public Admin								
21	Mitchell Shane Denn	Labor	San Antonio Building Trade	Other Services	1/7/2020	01/01/2022-12/31/2024	M	White	N	N	U	N
22	Kelli Rhodes	Literacy	Restore Education	Public Admin	9/1/2020	01/01/2022-12/31/2024	F	White	N	N	U	N
23	Allison Greer Francis	Public Assist.	The Center for Health Cente	Health Care, Social Assis	2/1/2021	02/01/2021-12/32/2024	F	White	N	N	U	N
24	JR Trevino	Private Sector	Treco Enterprises Inc	Construction/Health Care	9/1/2022	09/01/2022-12/31/2024	M	White	Y	N	U	N
25	Dawn Dixon	Rehabilitation	Warm Springs Foundation	Health	1/1/2021	01/01/2021-12/31/2023	F	White	N	N	U	N

PRIVATE SECTOR	13	52%
COMMUNITY BASED ORGANIZATION (CBO)	3	12%
LABOR	1	4%
EDUCATION	2	8%
PUBLIC EMPLOYMENT	1	4%
ADULT BASIC, CONTINUING EDUCATION	1	4%
ECONOMIC DEVELOPMENT	1	4%
PUBLIC ASSISTANCE	1	4%
REHABILITATION	1	4%
LITERACY	1	4%

Female	14	56%
Male	10	40%

Child Care Reps. 1  
Vet. Reps. 3

Black	2	8%
White	21	84%
Other	1	4%

Hispanic	5	20%
----------	---	-----

		MALE				FEMALE				TOTAL	
RACE	#BOARD	BOARD %	WD AREA %		#BOARD	BOARD %	WD AREA %		#BOARD	BOARD %	WD AREA %
White	6	24%	21.54%		10	40%	18.64%		16	64%	40.18%
Black	2	8%	2.81%		0	0%	2.83%		2	8%	5.64%
Hispanic	1	4%	27.26%		4	16%	23.77%		5	20%	51.03%
Other	1	4%	1.63%		0	0%	1.52%		1	4%	3.15%
TOTAL	10	40%	53.24%		14	56%	46.76%		24	96%	100.00%

Note: This table represents the latest data recommended by TWC to evaluate Board representation. TWC informed WSA that information on the Score Card and this table is due for 2020 census update.



WORKFORCE SOLUTIONS ALAMO BOARD  
2023 ATTENDANCE

Place #	WSA BOARD MEMBER	CATEGORY	CURRENT TERM	JULY '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUNE '23	Number of Meetings	Meetings Attended/Excused	Number of Unexcused Absences	Total %
1	<b>Mary Batch (VICE CHAIR)</b>	Private Sect.	01/25/2023-12/31/2025													33	33	0	100%
	BOARD OF DIRECTORS				Y		E		Y		Y		Y		Y				
	EXECUTIVE COMMITTEE				Y	Y		Y			Y		Y		Y				
	AUDIT & FINANCE COMMITTEE (CHAIR)			Y		Y		E			Y		Y	Y	Y				
	HR COMMITTEE																		
2	<b>Betty Munoz</b>	Private Sect.	01/01/2022 - 12/31/2024													23	23	1	100%
	BOARD OF DIRECTORS				Y		Y		Y		E		Y		Y				
	HR COMMITTEE																		
	NOMINATITONS COMMITTEE							U											
	EARLY CARE & EDUCATION COMMITTEE							Y		Y		Y		Y					
3	<b>Becky Butler Cap</b>	Private Sect.	01/25/2023-12/31/2025													3	3	0	100%
	BOARD OF DIRECTORS										Y		E		Y				
4	<b>Leslie Cantu (BOARD CHAIR)</b>	Private Sect.	01/01/2021-12/31/2023													61	61	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		E		Y				
	AUDIT & FINANCE COMMITTEE			Y		Y		Y			Y		E	Y	Y				
	STRATEGIC COMMITTEE				Y			Y		Y		Y		Y					
	OVERSIGHT COMMITTEE			Y		Y		Y			Y		Y	Y					
	EXECUTIVE COMMITTEE				Y		Y	Y			Y		Y		Y				
	YOUTH COMMITTEE													Y					
	EARLY CARE & EDUCATION COMMITTEE							Y						Y					
	HR COMMITTEE (CHAIR)																		
5	<b>Esmeralda Perez</b>	Private Sect.	01/01/2022 - 12/31/2024													17	17		100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	OVERSIGHT COMMITTEE			Y		Y		Y			Y		Y	E					
	CHILD CARE COMMITTEE																		
6	<b>Anthony Magaro</b>	Private Sect.	02/01/2021-12/31/2024													24	24	1	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	YOUTH COMMITTEE													Y					
	EXECUTIVE COMMITTEE							Y			E		U		Y				
	STRATEGIC COMMITTEE					E		E		Y		Y		Y					
	NOMINATIONS COMMITTEE (CHAIR)							Y											
7	<b>Yousef Kassim (SECRETARY)</b>	Private Sect.	01/01/2021-12/31/2023													42	40	2	95%
	BOARD OF DIRECTORS				Y		E		Y		Y		E		Y				
	AUDIT & FINANCE COMMITTEE			Y		Y		U			E		Y	Y	Y				
	EARLY CARE & EDUCATION COMMITTEE							Y		Y		Y		Y					
	STRATEGIC COMMITTEE							U											
	EXECUTVIE COMMITTEE										Y		Y		Y				
	OVERSIGHT COMMITTEE																		
8	<b>Ben Peavy</b>	Private Sect.	01/01/2021-12/31/2023													29	27	2	93%
	BOARD OF DIRECTORS				Y		E		Y				Y		Y				
	EXECUTIVE COMMITTEE																		
	YOUTH COMMITTEE													E					
	STRATEGIC COMMITTEE				Y	Y		Y		Y		E		Y					
9	<b>Jerry Graeber</b>	Private Sect.	09/01/2022 - 12/31/2024													5	5	0	100%
	BOARD OF DIRECTORS						Y		E		Y		Y		Y				

WORKFORCE SOLUTIONS ALAMO BOARD  
2023 ATTENDANCE

Place #	WSA BOARD MEMBER	CATEGORY	CURRENT TERM	JULY '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUNE '23	Number of Meetings	Meetings Attended/Excused	Number of Unexcused Absences	Total %
10	<b>Lowell Keig</b>	Public Empl.	06/01/2022 - 12/31/2024													11	11	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	STRATEGIC COMMITTEE					Y		Y		Y		Y		Y					
11	<b>Diana Kenny</b>	Private Sect.	12/18/18-12/31/2022													12	12	0	100%
	BOARD OF DIRECTORS				E		Y		Y		Y		Y		Y				
	HR COMMITTEE																		
12	<b>Robby Brown</b>	Private Sect.	06/21/2023-12/31/2023													1	1		100%
	BOARD OF DIRECTORS														Y				
13	<b>Lisa Navarro Gonzales</b>	Private Sect.	01/01/2021-12/31/2023													22	19	3	86%
	BOARD OF DIRECTORS				Y		Y		E		Y		Y		Y				
	AUDIT & FINANCE COMMITTEE			E		Y		Y			Y		U	U	U				
14	<b>Eric Cooper</b>	CBO	1/01/2022 - 12/31/2024													35	35	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y			Y	Y				
	STRATEGIC COMMITTEE (CHAIR)				Y	Y		Y		Y		Y	Y	Y					
	EXECUTIVE COMMITTEE				Y		Y	Y			Y				E				
15	<b>Elizabeth Lutz</b>	CBO	01/25/2023-12/31/2025													29	24	6	83%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	EARLY CARE & EDUCATION COMMITTEE							U		Y		U		Y					
	STRATEGIC COMMITTEE				Y	U		U		U									
16	<b>Ana DeHoyos O'Conner</b>	CBO	1/01/2022 - 12/31/2024													25	25	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	EARLY CARE & EDUCATION COMMITTEE (CHAIR)							Y		Y		Y		Y					
	NOMINATIONS COMMITTEE							Y											
	EXECUTIVE COMMITTEE				Y			Y			Y		Y		Y				
17	<b>Dr. Burnie Roper</b>	Education	01/01/2021-12/31/2023													12	12	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y				E				
	YOUTH COMMITTEE													Y					
	MARKETING & COMMUNICATIONS																		
18	<b>Dr. Sammie Morrill</b>	Education	01/25/2023-12/31/2025													30	29	1	97%
	BOARD OF DIRECTORS				Y		Y		Y		Y		E		Y				
	EXECUTIVE COMMITTEE				U		Y	Y					Y		Y				
	OVERSIGHT COMMITTEE (CHAIR)			Y		Y		Y			Y		Y	Y					
19	<b>Angelique De Oliveira</b>	ABE	01/05/21-12/31/2023													24	19	5	79%
	BOARD OF DIRECTORS				U		Y		Y		Y		Y		U				
	STRATEGIC COMMITTEE				Y	U		Y		U		Y		Y					

WORKFORCE SOLUTIONS ALAMO BOARD  
2023 ATTENDANCE

Place #	WSA BOARD MEMBER	CATEGORY	CURRENT TERM	JULY '22	AUG '22	SEPT '22	OCT '22	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUNE '23	Number of Meetings	Meetings Attended/Excused	Number of Unexcused Absences	Total %
20	VACANT	Econ. Dev.	01/01/2022 - 12/31/2024																0%
																	.		
21	Mitchell Shane Denn	Labor	01/01/2022 - 12/31/2024													37	33	6	89%
	BOARD OF DIRECTORS				Y		E		Y		Y		E		Y				
	STRATEGIC COMMITTEE				Y	Y		Y		Y		Y		Y					
	AUDIT & FINANCE COMMITTEE			Y		Y		Y			Y		Y	E	U				
22	Kelli Rhodes	Literacy	1/01/2022 - 12/31/2024													15	15	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		Y				
	YOUTH COMMITTEE													Y					
	MARKETING & COMMUNICATIONS																		
23	Allison Greer Francis	Public Assist.	02/01/2021-12/32/2024													18	17	1	94%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y		E				
	OVERSIGHT COMMITTEE				U			Y			Y		E	E					
24	JR Trevino	Private Sect.	09/01/2022 - 12/31/2024													6	6		100%
	BOARD OF DIRECTORS						Y		Y		E		E		Y				
	NOMINATIONS COMMITTEE							Y											
25	Dawn Dixon	Rehabilitation	01/01/2021-12/31/2023													19	19	0	100%
	BOARD OF DIRECTORS				Y		Y		E		Y		E		Y				
	EARLY CARE & EDUCATION COMMITTEE							Y		E		Y		Y					

Last Date Updated: 05/26/2023

Average: 88.68%

## Local Workforce Development Board Nomination Slate

PLEASE TYPE OR PRINT

ALAMO

1. Workforce Area: Cimarron / Guadalupe / Bexar Counties
2. Name of Nominee: Holly Malush
3. Organization Representing: Schertz EDC / City of Schertz
4. Position/Title: Deputy Director
5. Address: 1400 Schertz Parkway City/ZIP Code: Schertz, TX 78154
6. Phone Number: 210-619-1070
7. E-mail: hmalush@schertz.com
8. Gender: ☐ Male ☒ Female
9. Race: What is the nominee's race? Mark one or more races to indicate what the nominee considers himself/herself to be.
 

<input checked="" type="checkbox"/> White	<input type="checkbox"/> Black/African American/Negro	<input type="checkbox"/> Chinese	<input type="checkbox"/> Korean
<input type="checkbox"/> Asian Indian	<input type="checkbox"/> American Indian/Alaska Native	<input type="checkbox"/> Samoan	<input type="checkbox"/> Japanese
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Guamanian or Chamorro	<input type="checkbox"/> Filipino	
<input type="checkbox"/> Native Hawaiian	<input type="checkbox"/> Some Other Race _____		
10. Hispanic Origin: Is the nominee Spanish/Hispanic/Latino?
 

<input checked="" type="checkbox"/> No, not Spanish/Hispanic/Latino	
<input type="checkbox"/> Yes, Mexican, Mexican American, Chicano	<input type="checkbox"/> Yes, Puerto Rican
<input type="checkbox"/> Yes, other Spanish/Hispanic/Latino, specify: _____	<input type="checkbox"/> Yes, Cuban
11. Reference Item 3. Please list any applicable **Employer TWC Tax Account Number(s)**:
 

1.) <u>999926193</u>	2.) _____	3.) _____
----------------------	-----------	-----------
12. **Total Number of Employees** associated with Employer TWC Tax Account Numbers listed in Item 11: 420


13. Please indicate the Workforce Board category the nominee represents (**Check Only One**):

- |   |  |
|---|--|
| Private Sector Large/For-Profit Business (large 500 employees or more)..... | <input type="checkbox"/>   |
| Private Sector Small/For-Profit Business (fewer than 500 employees).....    | <input type="checkbox"/>   |
| Other Private Sector.....   | <input type="checkbox"/>   |
| Education.....  | <input type="checkbox"/> Adult Basic and Continuing Education.....       |
| Literacy Council.....   | <input type="checkbox"/> Organized Labor [20 C.F.R. §628.410(a)(3)]..... |
| Economic Development.....   | <input checked="" type="checkbox"/> Community-Based Organization (CBO)   |
| Vocational Rehabilitation.....  | <input type="checkbox"/> Public Assistance.....                          |
| Public Employment Service (TWC).....  | <input type="checkbox"/>   |

**Special Board Requirements** - Indicate, if applicable:

14. Nominee has **expertise in child care or early childhood education** ..... ☐
15. Nominee is a **veteran AND is actively engaged** in the field of veterans affairs or services ..... ☐

June 2022

16. City of Schertz  
Name of Nominating Organization
17. 1400 Schertz Parkway, Bldg #2 Schertz TX 78154  
Street Address or PO Box of Nominating Organization City State ZIP Code
18. 210-619-1000  
Phone Number
19.  6/13/22  
Signature, Nominating Organization - President, Director, or other official Date of Signature
20. \_\_\_\_\_ **Steve Williams**  
Print or Type Name Print or Type Title **City Manager**  
**Schertz, Texas**

Individuals may receive, review and correct information that TWC collects about the individual by emailing [open.records@twc.texas.gov](mailto:open.records@twc.texas.gov) or writing to TWC Open Records, Rm 266, 101 East 15th St., Austin, TX 78778-0001.

**CONFLICT OF INTEREST STATEMENT  
FOR LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERS**

**Board Nominee:** Holly MAUSH

**Category Representing:** Economic Development

1. Does board nominee, any entity or business he/she is involved with, or the organization for which he/she is being nominated to represent have a contract with the Board?

Yes ☐ No ☒ If yes, please explain.

If yes, nominee will need to make appropriate disclosures to the Board.

DocuSigned by:

Adrian Lopez

A8660FAA8A94453...

6/29/2023

Executive Director  
Adrian Lopez

Date

June 2022

# HOLLY MALISH

110 Cactus Breeze, New Braunfels TX 78132 · 210-379-8106  
hmcovinton@yahoo.com · linkedin.com/in/hollycovingtonmalish/

## EXPERIENCE

### Feb 2022-Current

#### DEPUTY DIRECTOR, SCHERTZ EDC

- Served as Interim for the months of February -April, 2023.
- Prepared Agendas and agenda packets for monthly SEDC meetings, presented information for dissemination to the SEDC board.
- Negotiated incentive terms with projects and provided an economic development agreement that resulted in jobs and new capital investment to the city.
- Recruited primary jobs by responding to State RFP's and other incoming leads.
- Developed relationships with commercial real estate brokers and landowners and prepared marketing material to support their efforts.
- Traveled on behalf of SEDC to various industry tradeshow and meetings.
- Assembled demographic and economic statistical information, provided analytical support.
- Assisted with the preparation of the annual SEDC budget and associated processes.
- Enhanced the BRE program with local stakeholders, increased meeting metrics for analysis.
- Provided support to the CMO and City Council objectives and goals.
- Managed, trained, and motivated SEDC staff members.

### 2007-Feb 2022

#### DIRECTOR, NEW BRAUNFELS EDC

- Prepared responses to RFP's by site selectors and company representatives.
- Created and implemented marketing pieces for public dissemination including logos, brochures, flyers, social media and website.
- Collected and analyzed data and research initiatives and package for public distribution, including pieces such as benchmark study, demographic profile, labor study, retail study and other various requests.
- Traveled to tradeshow/marketing missions with team Texas and Texas One to promote New Braunfels.
- Fostered relationships with developers, commercial brokers, site selectors, spark, alamo work source and government officials on a local, regional, and state-wide basis.
- Organized quarterly luncheons with 200+ attendees and an annual golf tournament as part of duties for the economic development foundation.
- Directed a marketing and travel budget over \$500,000.
- Served as administrator for the commercial property database.
- Introduced new programs for New Braunfels EDC such as the Nepris workforce program, CEO roundtable series and Das Spiel, that were accepted and implemented by leadership.
- Expanded the business, retention and expansion (BRE) program with new marketing materials, data collection and surveys.
- Provided quarterly reports to the board with goal accomplishments and analytics.
- Enhanced the 10/35 economic development alliance partnership with Seguin.

**2001-2007****MARKETING ASSISTANT**, ENGINE COMPONENTS, INC.

- Organized and planned 15-20 industry tradeshows, including marketing strategies for each show and logistics.
- Managed production and printing of all ECi publications using in-house production equipment; outsourced big projects with selected vendors.
- Responsible for company newsletter, including art direction, feature article contributions; published to website for employee dissemination.
- Created monthly e-mail broadcasts of new products for public dissemination, analyzed click through rates; wrote news releases and copy for marketing pieces.

**EDUCATION****DEC. 1998****BACHELOR OF ARTS**, TEXAS STATE UNIVERSITY

Major: Public Relations | Minor: Spanish

**DEC. 2016****ECONOMIC DEVELOPMENT INSTITUTE**

Attended a 3-year program and gained enough credits to sit for the CECD exam

**SKILLS**

- Knowledge of Geographic Information Systems (GIS) and other advanced mapping/data tools
- Proficient in Microsoft, Adobe, WordPress and most other computer programs
- Knowledge and experience in building and maintaining effective working relationships
- Ability to organize, and communicate effectively
- Organized
- Creative
- Analytical
- Customer-centric demeanor
- Comfortable with Public Speaking
- Ability to manages multiple projects/programs
- Effective Team Member

**ACTIVITIES**

Currently, I am an active member of:

- Industrial Asset Management Council (IAMC)
- Texas Economic Development Council (TEDC)
- International Economic Development Council (IEDC)
- New Braunfels Leadership Alumni Association

Additionally, I am a 3<sup>rd</sup> Degree Black Belt in Karate and hold a Texas LTC.



## Local Workforce Development Board Nomination Slate

PLEASE TYPE OR PRINT

ALAMO

1. Workforce Area: Pleasanton, Texas, Atascosa County
2. Name of Nominee: Clinton Powell
3. Organization Representing City of Pleasanton, Texas
4. Position/Title: Mayor
5. Address: 82 Crestline Drive City/ZIP Code: 78064
6. Phone Number 830-399-3028
7. E-mail: mayor@pleasantontx.gov
8. Gender: ☒ Male ☐ Female
9. Race: What is the nominee's race? Mark one or more races to indicate what the nominee considers himself/herself to be.
 

<input checked="" type="checkbox"/> White	<input type="checkbox"/> Black/African American/Negro	<input type="checkbox"/> Chinese	<input type="checkbox"/> Korean
<input type="checkbox"/> Asian Indian	<input type="checkbox"/> American Indian/Alaska Native	<input type="checkbox"/> Samoan	<input type="checkbox"/> Japanese
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Guamanian or Chamorro	<input type="checkbox"/> Filipino	
<input type="checkbox"/> Native Hawaiian	<input type="checkbox"/> Some Other Race _____		
10. Hispanic Origin: Is the nominee Spanish/Hispanic/Latino?
 


<input checked="" type="checkbox"/> No, not Spanish/Hispanic/Latino	
<input type="checkbox"/> Yes, Mexican, Mexican American, Chicano	<input type="checkbox"/> Yes, Puerto Rican
<input type="checkbox"/> Yes, other Spanish/Hispanic/Latino, specify: _____	<input type="checkbox"/> Yes, Cuban
11. Reference Item 3. Please list any applicable **Employer TWC Tax Account Number(s)**:  
 1.) \_\_\_\_\_ 2.) \_\_\_\_\_ 3.) \_\_\_\_\_
12. **Total Number of Employees** associated with Employer TWC Tax Account Numbers listed in Item 11: \_\_\_\_\_

13. Please indicate the Workforce Board category the nominee represents (**Check Only One**):

Private Sector Large/For-Profit Business (large 500 employees or more).....	<input type="checkbox"/>
Private Sector Small/For-Profit Business (fewer than 500 employees) .....	<input type="checkbox"/>
Other Private Sector.....	<input type="checkbox"/>
Education .....	<input type="checkbox"/>
Literacy Council .....	<input type="checkbox"/>
Economic Development .....	<input checked="" type="checkbox"/>
Vocational Rehabilitation.....	<input type="checkbox"/>
Public Employment Service (TWC) .....	<input type="checkbox"/>
Adult Basic and Continuing Education.....	<input type="checkbox"/>
Organized Labor [20 C.F.R. §628.410(a)(3)].....	<input type="checkbox"/>
Community-Based Organization (CBO)	<input checked="" type="checkbox"/>
Public Assistance.....	<input type="checkbox"/>

**Special Board Requirements** - Indicate, if applicable:

14. Nominee has **expertise in child care or early childhood education** ..... ☐
15. Nominee is a **veteran AND is actively engaged** in the field of veterans affairs or services ..... ☒

16.	<b><i>City of Pleasanton, Texas</i></b>			
	Name of Nominating Organization			
17.	<b><i>108 2nd Street</i></b>	<b><i>Pleasanton</i></b>	<b><i>TX</i></b>	<b><i>78064</i></b>
	Street Address or PO Box of Nominating Organization	City	State	ZIP Code
18.	<b><i>830-569-3867, ext. 217</i></b>			
	Phone Number			
19.			<b><i>06/20/2023</i></b>	
	Signature, Nominating Organization - President, Director, or other official		Date of Signature	
20.	<b><i>Johnny Huizar</i></b>	<b><i>City Manager</i></b>		
	Print or Type Name	Print or Type Title		

Individuals may receive, review and correct information that TWC collects about the individual by emailing [open.records@twc.texas.gov](mailto:open.records@twc.texas.gov) or writing to TWC Open Records, Rm 266, 101 East 15th St., Austin, TX 78778-0001.

**CONFLICT OF INTEREST STATEMENT  
FOR LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERS**

---

**Board Nominee:** Clinton Powell

**Category Representing:** Economic Development

1. Does board nominee, any entity or business he/she is involved with, or the organization for which he/she is being nominated to represent have a contract with the Board?

Yes ☐ No ☒ If yes, please explain.

If yes, nominee will need to make appropriate disclosures to the Board.

DocuSigned by:

*Adrian Lopez*

A8660FAA8A04453...

Executive Director

**06/20/2023**

Date

## CLINTON J. POWELL

82 Crestline Drive | Pleasanton, TX 78064 | 830-570-9790 | clintpowell@hotmail.com

My goal is a position as an air ambulance pilot.

## EDUCATION

- Master of Business Administration 2005  
*University of Texas, San Antonio*
- Bachelor of Applied Arts & Sciences 1997  
*Southwest Texas State University*

## CERTIFICATES/RATINGS

- *Air Transport Pilot/Multi Engine, Commercial Pilot/Single Engine, Certified Flight Instructor/instrument/multiengine*
- Type Ratings
- *A-320, CE-650, ERJ-170;ERJ-190, LR45, LR-JET(SIC)*

## SKILLS &amp; ABILITIES

- Developed budget for two quick service restaurants and City of Pleasanton
- Managed a schedule for up 40 employees
- Negotiate contracts with vendors and financial institutions
- Maintain property and equipment to local, state, and federal codes/laws
- Developed employee training and handbooks
- Presided over manager meetings, city council meetings, and weekly discussions with corporate office and vendors.
- Served as Mayor/Councilmember, City of Pleasanton, TX (Current) 2008-2018,
- Rotary Club, Young Farmers, Lions Club, Leadership Atascosa, Lambda Chi 2021-PRESENT  
Alpha, Pleasanton Rotary Club, Pleasanton Chamber of Commerce Director

## EXPERIENCE

- Owner/Operator 2001-2019
  - *Powell Havins Financial Services, Powell Cattle Co, Powell Havins, LLC, HayMor Enterprises, Powell Equipment.*
- Frontier Airlines, Pilot/First Officer 2018-2022
- Eagle Aviation/Contract pilot 2015-PRESENT
- Mesa Airlines, Pilot/First Officer 2016-2017
- Merlin One, Pilot 2015-2016, 2023
- USAF Reserve, SSgt/Loadmaster 1990-2002

## Local Workforce Development Board Nomination Slate

PLEASE TYPE OR PRINT

1. Workforce Area: Alamo
2. Name of Nominee: Josh Schneuker
3. Organization Representing Seguin Economic Development Corporation
4. Position/Title: Executive Director
5. Address: 205 N. River Street City/ZIP Code: Seguin, TX 78155
6. Phone Number 830-401-2476 Cell: 210-818-4769
7. E-mail: jschneuker@seguintexas.gov
8. Gender: ☒ Male ☐ Female
9. Race: What is the nominee's race? Mark one or more races to indicate what the nominee considers himself/herself to be.
- ☒ White ☐ Black/African American/Negro ☐ Chinese ☐ Korean
- ☐ Asian Indian ☐ American Indian/Alaska Native ☐ Samoan ☐ Japanese
- ☐ Vietnamese ☐ Guamanian or Chamorro ☐ Filipino
- ☐ Native Hawaiian ☐ Some Other Race \_\_\_\_\_
10. Hispanic Origin: Is the nominee Spanish/Hispanic/Latino?
- ☐ No, not Spanish/Hispanic/Latino
- ☒ Yes, Mexican, Mexican American, Chicano ☐ Yes, Puerto Rican
- ☐ Yes, other Spanish/Hispanic/Latino, specify: \_\_\_\_\_ ☐ Yes, Cuban
11. Reference Item 3. Please list any applicable **Employer TWC Tax Account Number(s)**:
- 1.) 99-991597-3 (City of Seguin) 2.) \_\_\_\_\_ 3.) \_\_\_\_\_
12. **Total Number of Employees** associated with Employer TWC Tax Account Numbers listed in Item 11: 477


13. Please indicate the Workforce Board category the nominee represents (**Check Only One**):

Private Sector Large/For-Profit Business (large 500 employees or more).....	<input type="checkbox"/>
Private Sector Small/For-Profit Business (fewer than 500 employees) .....	<input type="checkbox"/>
Other Private Sector.....	<input type="checkbox"/>
Education .....	<input type="checkbox"/>
Literacy Council .....	<input type="checkbox"/>
Economic Development .....	<input checked="" type="checkbox"/>
Vocational Rehabilitation.....	<input type="checkbox"/>
Public Employment Service (TWC) .....	<input type="checkbox"/>
Adult Basic and Continuing Education.....	<input type="checkbox"/>
Organized Labor [20 C.F.R. §628.410(a)(3)].....	<input type="checkbox"/>
Community-Based Organization (CBO)	<input type="checkbox"/>
Public Assistance.....	<input type="checkbox"/>

**Special Board Requirements** - Indicate, if applicable:

14. Nominee has **expertise in child care or early childhood education** ..... ☐
15. Nominee is a **veteran AND is actively engaged** in the field of veterans affairs or services ..... ☐

**City of Seguin**

16. Name of Nominating Organization
17. 205 N. River Street Seguin TX 78155  
Street Address or PO Box of Nominating Organization City State ZIP Code
18. 830-379-3212  
Phone Number
19.  5-10-22  
Signature, Nominating Organization - President, Director, or other official Date of Signature
20. Steve Parker City Manager  
Print or Type Name Print or Type Title

Individuals may receive, review and correct information that TWC collects about the individual by emailing [open.records@twc.texas.gov](mailto:open.records@twc.texas.gov) or writing to TWC Open Records, Rm 266, 101 East 15th St., Austin, TX 78778-0001.

**CONFLICT OF INTEREST STATEMENT  
FOR LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERS**

---

**Board Nominee:** Josh Schneuker

**Category Representing:** Economic Development

---

1. Does board nominee, any entity or business he/she is involved with, or the organization for which he/she is being nominated to represent have a contract with the Board?

Yes ☒ No ☐ If yes, please explain.

If yes, nominee will need to make appropriate disclosures to the Board.

***The Seguin Economic Development Corporation has an active TWC High Demand Job Training Grant contract with WSA.***

DocuSigned by:

*Adrian Lopez*

Adrian Lopez

5/22/2023

A0660FAA0A94453...

Executive Director

Date

# Josh Schneuker

10911 Auldine Dr. San Antonio, Texas 78230  
Phone: 210-818-4769 | Email: JDSchneuker@gmail.com

## Work Experience

<b>City of Seguin</b> <b>Seguin Economic Development Corporation (SEDC)</b> <i>Seguin, Texas</i>   <a href="http://SeguinEDC.com">SeguinEDC.com</a>	Director of Economic Development (October 2016-Present) SEDC Executive Director (October 2016-Present) Interim Director of Economic Development (June 2016-October 2016) Assistant Director (September 2015-June 2016)
<ul style="list-style-type: none"><li>• Manages all economic development activities related to our Type A Economic Development Corporation (EDC).</li><li>• Leads recruitment efforts for industrial and commercial business prospects within primary industry sectors.</li><li>• Develops and leads business retention efforts and workforce development initiatives for primary industries within the City of Seguin.</li><li>• Responds to Requests for Information and Requests for Proposals from commercial real estate brokers, developers, site location consultants and prospective businesses within primary industry sectors.</li><li>• Serves as project coordinator on economic development projects requiring planning, follow-up and/or coordination with other City departments and stakeholders.</li><li>• Evaluates and recommends local economic incentive packages for business prospects to EDC Board, City Council and County Commissioners.</li><li>• Markets and evaluates development potential of commercial properties within the City of Seguin.</li><li>• Works with property owners and developers to ensure sites are “shovel ready” for future business and development prospects.</li><li>• Coordinates preparation of meeting agendas and agenda packets for monthly EDC board meetings.</li><li>• Presents various economic development related items and projects to EDC Board, City Council and County Commissioners.</li><li>• Represents the Seguin Economic Development Corporation and City of Seguin at meetings, business functions, conferences, trade shows and recruitment trips.</li><li>• Coordinates and manages planning, scheduling, marketing, follow-up, etc. for economic development related events and projects.</li><li>• Conducts regular meetings and presentations with existing industries, businesses, and developers.</li><li>• Coordinates the development and production of marketing tools to promote the City and our economic development initiatives.</li><li>• Develops and manages Corporation’s \$1.5 million annual operating budget.</li><li>• Supervises all economic development staff members.</li></ul>	

<b>City of Cibolo</b> <i>Cibolo, Texas</i>   <a href="http://CiboloTX.gov">CiboloTX.gov</a>	<b>Business Development Coordinator</b> (March 2014-September 2015)
<ul style="list-style-type: none"><li>• Provided support for all economic development activities related to our Type B Economic Development Organization.</li><li>• Developed and administered Business Retention &amp; Expansion program.</li><li>• Created and managed Cibolo EDC Small Business Development Program, which included quarterly business education workshops.</li><li>• Managed <a href="http://www.cibolotx.gov">www.cibolotx.gov</a> website and social media pages for the EDC.</li><li>• Created and distributed all marketing material to prospects and stakeholders.</li><li>• Analyzed and conducted research on business prospects.</li><li>• Gathered and prepared demographic, economic, and labor market data.</li><li>• Developed and maintained ArcGIS Internal Geodatabases and ArcGIS online web applications.</li><li>• Maintained databases on active ED agreements, prospects, available commercial properties, and existing businesses.</li><li>• Prepared and delivered memorandums, reports, and presentations at public meetings.</li><li>• Represented the City and EDC at local and regional events and tradeshow.</li><li>• Assisted business prospects with permitting, zoning and other regulatory issues.</li><li>• Participated (assisted, represented EDC) in mid-range strategic plan and corridor studies for the City of Cibolo.</li></ul>	



**City of Schertz***Schertz, Texas* | [Schertz.com](http://Schertz.com)**Economic Development Specialist** (January 2013-March 2014)**PT Economic Development Specialist** (February 2012-January 2013)

- Performed analytical and research duties for relocation and expansion prospects.
- Updated and maintained [www.schertzedc.com](http://www.schertzedc.com) website.
- Developed, updated, and distributed community profile, industry profiles, and fast-facts promotional materials.
- Developed and maintained RFI materials.
- Prepared and conducted presentations at Economic Development Board Meetings.
- Reviewed legal agreements and contracts as part of annual compliance survey.
- Re-developed department website in collaboration with City's IT Department.
- Created and maintained social media pages for EDC.
- Designed and constructed maps utilizing ArcGIS.
- Captured and catalogued photographs of active projects throughout the City.

**CPS Energy***San Antonio, Texas* | [CPSEnergy.com](http://CPSEnergy.com)**Intern – GIS Analyst** (May 2011-January 2012)

- Processed data from CPS Energy customer information database to ArcGIS.
- Located service points for residential and commercial land parcels on Designer Electric ArcGIS Program.
- Utilized various GIS spatial tools to locate and identify service points.
- Maintained and validated essential customer data.

## Education and Professional Development

**University of Texas at San Antonio***San Antonio, Texas*

Bachelor of Arts, Geography, May 2011

**Texas Economic Development Council***Austin, Texas*

Basic Economic Development Course, November 2013

**University of Oklahoma Economic Development Institute**

San Antonio and Fort Worth, Texas

Economic Development Institute, May 2016 – May 2018

## Skills

**Microsoft Office Suite****Skill Level: (4/5)***Word**Excel**PowerPoint Access***ESRI ArcGIS****Skill Level: (3/5)***ArcMap**ArcCatalog**ArcGIS Online**WebApp Builder***Adobe Creative Suite****Skill Level: (3/5)***InDesign**Photoshop**Illustrator***Customer Relationship Management Software****Skill Level: (3/5)***HubSpot*

## MEMORANDUM

To: Committee of Six  
From: Adrian Lopez, CEO  
Presented by: Adrian Perez, CIO  
Date: July 26, 2023  
Regarding: Update on Interlocal and Partnership Agreement Operational Plan

---

**SUMMARY:** WSA is working with the Partners to define operational standards to ensure the Interlocal/Partnership Agreement is translated into Standard Operating Procedures related to communication, budget management, and performance design/monitoring in order to enhance and maintain rural service delivery in response to concerns raised by the Area Judges and in the interest of addressing the concerns in perpetuity.

**BACKGROUND:** In response to concerns raised by Area Judges WSA staff and the Partners engaged in two work sessions on May 22 & 25, 2023, to discuss how each of these items could be addressed through and Interlocal/Partnership Operational Agreement that specified mutually agreeable operational standards that could be enhanced to work through these issues.

WSA staff developed recommendations to demonstrate responsiveness to each of the attached points provided by the Area Judges Liaison at the May 22<sup>nd</sup> work session. WSA staff has briefed representatives from the Texas Workforce Commission, WSA Board Program Managers, Quality Assurance, MIS Division, Fiscal staff, as well as the Adult, Youth, and Childcare contractor on recommendations. On Monday, July 17, 2023, WSA staff briefed Partner staff on the following recommendations corresponding to the document provided on May 22<sup>nd</sup> which included:

- 1.) Adoption of an Operational Agreement to address any items in Interlocal and Partnership Agreement that do not explicitly indicate when, how, and to what degree in relation to Board responsibility. The Agreement will be updated annually to ensure consistency of interpretation across turnover in Partner and Agency staff. This will set out clear expectations for WSA Board of Directors to hold WSA staff accountable to conformity to laws and agreements.
- 2.) Development of the County Allocation and Service Delivery (CASD) Report to enhance transparency regarding how dollars are coming in and out in relation to the full spectrum of service delivery in each county. Additionally, Local Workforce Councils will be established in each county to enhance co-planning of outreach and partnerships. The result will be local wisdom injected into annual outreach plans, special initiatives, and clear communication of full spectrum of service being provided in each county and associated cost.
- 3.) WSA staff is in negotiation with contractors to propose an annual budget with direct services segmented by rural and urban that will require amendment for movement of dollars between the two. The budget will be based on specific fund allocations derived by State of Texas allocations rather than the average of an 80% Urban and 20% Rural split. Additionally, WSA staff will pursue phased enhancements to the accounting systems, piloting of allocation practices, and development of protocols to support a county-by-county and fund-by-fund cost allocation related

to individuals served and to include encumbrances. This work will form the basis for the quarterly CASD report initially and then evolve with input from Partners in relation to the cost-benefit of such changes relative to the advice of TWC. WSA will continue to work with TWC to secure opinions on whether further segmentation of the agency budget and disaggregation of performance measures integrated into each contractor agreement represents additional exposure for findings that may impact the overall regional competitiveness to secure additional program dollars or compliance.

Items 4-6 of the document are currently being negotiated with the Adult, Youth and Childcare Contractors.

TWC advised caution and indicated that material changes in service approach could warrant an update to the Local Plan and potentially create additional exposure in performance findings as this practice is uncommon across the state. WSA staff is characterizing these modifications as a pilot in FY 2024 that will result in finalizing of the scope to update systems and contracts that will be implemented and tested in FY 2025 and added to the 2026-2030 Local Plan submission. WSA staff are scheduling additional briefing with TWC Performance, legal, and other staff to ensure visibility and compliance with all State and Federal regulations in the implementation of the points provided on May 22<sup>nd</sup> and recommendations made by the Area Judges Liaison in the Partner work sessions.

**NEXT STEPS:** A draft of the Operational Plan will be shared with the Partners shortly after the July 26, 2023, meeting. Feedback will be requested and finalized for August 23, 2023, Committee of Six meeting.

1. Conform to federal and state law and to the Interlocal and Partnership agreements. If any doubt as to intent, ask the Co6.
2. Ensure Services that conform to the allocations budgeted are delivered in each county.
3. Report quarterly on Allocation/Expenditure/# served. If there is a variance of more than 10%, include a variance explanation. Update the allocation per county as additional funds/grants are received.
4. Have a workforce center in each county (except McMullen) with the ability to do outreach and intake for all programs. Evaluate the need for additional services offered in each county regularly.  
Bandera is larger than Frio and Karnes and has minimal staff only present Monday 9-4. Confirm Staff is present when scheduled in area centers. Using the combined allocation percentage, Bandera is .58%, Fredericksburg and Kenedy .65%, Kenedy and Fredericksburg have centers opened full time Mon-Fri.
5. Ensure each center has the capacity to do childcare outreach, explain the program, and submit forms. Maintain waiting lists in all counties if funding is not available for enrollment.
6. Ensure the contractors' contract conforms to the Partnership agreement.

## MEMORANDUM

**To:** Committee of Six  
**From:** Adrian Lopez, CEO  
**Presented by:** Jeremy Taub, Director of Procurement and Contracts  
**Date:** July 26, 2023  
**Subject:** Update on Selection of the Adult Contractor

**Summary:** Workforce Solutions Alamo (WSA) – Board of Directors previously approved a contract renewal for the Adult and American Job Services contract from 10/01/2022 – 09/30/2023. This was the third of three one-year renewal options in the procurement cycle of this contract and will need to be procured for the contract cycle pursuant to TWC regulations for continued services. The original contract with C2 Global Professional Services Inc. (C2 GPS, Inc.) for Adult Services was initiated on 10/01/2019.

### Timeline:

Action Item	Date - Tentative
Issue/Post/Advertise Solicitation	February 8, 2023
Pre-Submittal Conference	February 22, 2023
Final Date for Questions By	February 24, 2023
Issue Final Addendum By	March 1, 2023
Solicitation Submittal Deadline	April 11, 2023
Proposal Distribution Meeting for Evaluators	April 13, 2023
Proposal Evaluation Committee Meeting	May 3, 2023
Finalists Presentations	May 8, 2023
Fiscal Integrity Review By	May 15, 2023
Lead Evaluator Recommendation Briefing to Board	May 16, 2023
Audit & Finance / Oversight Committee	May 26, 2023
Executive Committee	June 9, 2023
Regular Board Meeting	June 23, 2023

## Procure Process Summary:

- One WSA staff member, Jeremy Taub, was involved throughout the procurement process without external influences.
- A notice soliciting a Request for Proposals (RFP) was posted online and in the Texas Electronic State Business Daily (ESBD) on February 8, 2023, for a sixty (60) day period as per the RFP schedule.
  - Procurement and Contracts issued an email to invite over 40 potential respondents, including Career Centers to the RFP, and was also posted on the eBid portal, Bonfire.
  - 12 organizations downloaded the RFP requirements.
- Pres-Submittal Conference took place on February 22, 2023. 16 individuals from 7 organizations attended this conference.
- The final submittal date for Frequently Asked Questions (FAQs) was February 24, 2023.
- The Final Addendum with FAQs was issued on March 1, 2023.
- Proposals submission deadline was on April 11, 2023, 4:00 pm CST.
  - Two (2) proposals were received.
- As a result of a Request for Qualifications (RFQ), WSA contracted with 3 external evaluators, one as the lead evaluator, that were individually screened to ensure no Conflict of Interest and confirm that each had the required experience in evaluating proposals.
  - The two proposals received by the RFP deadline were evaluated in accordance with the TWC requirements and RFP specifications as well as requirements by independent evaluators.
  - On May 8, 2023, the two Offerors presented oral presentations to the evaluation committee.
- Fiscal Integrity Reviews completed by an external fiscal monitor received on May 20, 2023.
- The Proposals were scored on various criteria from Organizational Capacity, Overall Experience and Effectiveness, Continuous Improvement, etc.
- Lead evaluator presented scores and evaluations:
- May 26, 2023, during Executive Session at the Audit and Finance Committee.
- June 9, 2023, during Executive Session at the Executive Committee.
- Recommendation to be presented at the Board of Directors meeting during Executive Session on June 23, 2023.

**Analysis:** The Contractor will provide the Statement of Work for the management and operations of the American Job Centers in the greater San Antonio Area. The selected Contractor will be required to work collaboratively with partner agencies to provide the seamless delivery of employment and training services throughout the 13-county area, as directed and approved by the Board of Directors. The selected Contractor will coordinate services with the City of San Antonio, the Youth Contractor, partners, vendors, and service providers as contracted by WSA.

The Contractor will be required to meet compliance with deliverables outlined in the RFP, specifically having adequate operating and management systems to provide services in the 13-county region effectively, maintaining adequate staffing to provide services, and actively participating in the collaboration and development of local partnerships.

The awarded Contractor will be required to meet or exceed the following criteria:

- Meet or exceed all TWC-contracted and local performance measures.
- Maintain fiscal integrity with a history of a clean audit to include monitoring reports with no or minimal disallowed costs.
- Meet expenditure benchmarks tied to the provision of direct services.
- Adhere to quality assurance and compliance requirements.
- Abide by all local, state, and federal regulations.

- Provide innovation and efficiency, expanding the delivery of services that aligns with the Board's local plan, including subsequent plan modifications.
- The contract is expected to consistently maintain a professional attitude toward customers, contractors, and Board staff.

The proposals received by the RFP deadline were reviewed for responsiveness and evaluated by the contracted evaluators, other Workforce Boards, non-profits, and qualified individuals.

Upon written mutual consent of Workforce Solutions Alamo and the selected Contractor, the anticipated contract term will be effective October 1, 2023, through September 30, 2024, with the option to renew for up to four (4) one-year periods, which does not exceed the maximum five (5) years total as per TWC's FMGC Supplement on Procurement.

**Alternatives:** None.

**Fiscal Impact:** The estimated annual budget for this contract is \$19,538,000.

**Staff Recommendation:** To proceed with awarding the Adult services contract to C2 Global Professional Services, Inc. as recommended by the evaluators to the highest ranked Contractor to operate and manage the American Job Centers located throughout the Alamo Workforce Development Area in accordance with the proposed timelines:

#### **RFP 2023-002 Proposal Tabulation**

##### *Purchase of Management and Operations Services of WSA American Job Centers for Adults*

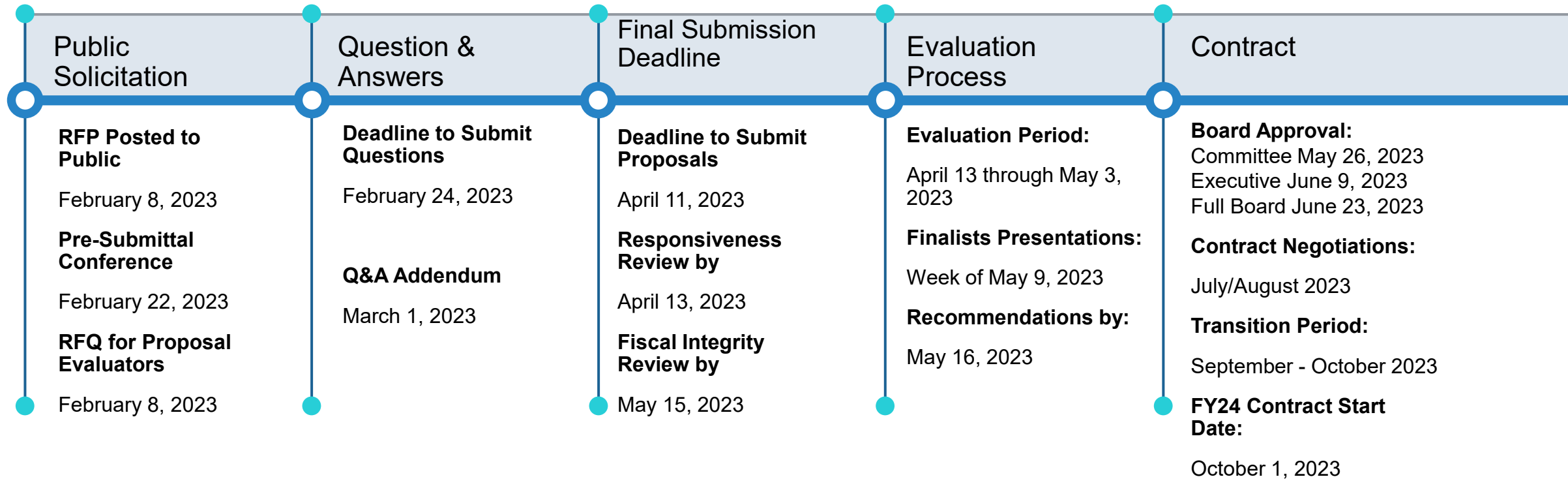
Item #	Item Description	C2 Global Professional Services	Serco
1	Organizational Capacity	17.82	14.98
2	Experience/Effectiveness	8.43	7.81
3	Continuous Improvement	8.667	7.36
4	Rural Design & Approach	11.67	11.67
5	Urban Design & Approach	12.97	10.73
6	Innovation	12.67	11.12
7	Budget Narrative	4	3
8	Forms	9.86	9.55
9	Hub	0	0
Total		86.08	76.23
Overall Ranking		1	2

**Next Steps:** Pending approval by the Workforce Solutions Alamo – Board of Directors, Procurement staff will work to negotiate and execute a contract with the awarded Offeror by August 31, 2023.

**Attachments:** None

# ADULT SERVICES RFP TIMELINE

## *Management and Operations of Adult Programs*





# ADULT SERVICES RFP RECOMMENDATION

## *Management and Operations of Adult Programs*

Item #	Item Description	C2 Global Professional Services	Serco
1	Organizational Capacity	17.82	14.98
2	Experience/Effectiveness	8.43	7.81
3	Continuous Improvement	8.667	7.36
4	Rural Design & Approach	11.67	11.67
5	Urban Design & Approach	12.97	10.73
6	Innovation	12.67	11.12
7	Budget Narrative	4	3
8	Forms	9.86	9.55
9	Hub	0	0
<b>Total</b>		<b>86.08</b>	<b>76.23</b>
<b>Overall Ranking</b>		<b>1</b>	<b>2</b>

- Recommend awarding to C2 Global Professional Services as reflected in scoring tabulation.



# ATTACHMENTS

## SUPPLEMENTAL INFORMATION



## MEMORANDUM

To: Committee of Six  
From: Adrian Lopez, CEO  
Presented by: Giovanna Escalante-Vela, CFO  
Date: July 26, 2023  
Regarding: Financial Report – May 31, 2023

**SUMMARY:** Financial reports through May 31, 2023, have been prepared for the fiscal year October 1, 2022, through September 30, 2023; the straight-line expenditure benchmark is 66.67% of the budget. The board regularly analyzes Corporate and Facility Budgets in addition to the Grant Summary Report to monitor budgets against actual expenditures. When significant variances occur, the board submits a budget amendment.

### CORPORATE BUDGET:

Department	% Expensed	Comments
Personnel	57.39%	The board is currently working to fill all vacant positions timely. The FY23 budget includes a 5% performance-based incentive, which has yet to be paid out. Low training expenditures are a function of timing and will be fully utilized.
Board Facility	66.92%	Board facility expenditures are on target.
Equipment	57.87%	Software Maintenance & Support is under budget; these are expensed as needed.
General Office Expense	44.45%	The insurance budget includes a contingency for high deductible plans related to employee matters and Cyber Security. We are expecting a \$100,000 surplus if no unforeseen events occur. Marketing has several pending projects and will fully utilize this budget.
Professional Services	48.19%	This variance is primarily a timing difference as these expenditures occur throughout the year as services are rendered: <ul style="list-style-type: none"> <li>The Legal Budget is utilized for employee matters expensed as incurred and pending an update to the employee handbook.</li> <li>Monitoring Expenditures occurs as services are performed.</li> <li>Professional Services for temporary staffing are under budget by approximately 12%.</li> </ul>
Board Training & Development	81.21%	The board retreat, which included travel and training, occurred in February.
<b>Total Expense</b>	<b>55.03%</b>	

Corporate expenditures represent 55.03% of the annual budget, demonstrating a budget surplus of approximately 11.64% of the approved budget. The most significant budget surplus is in staffing and professional services related to monitoring and other legal costs related to human resources.

**FACILITIES AND INFRASTRUCTURE BUDGET:**

Department	% Expensed	Comments
Overall	56.47%	The facility expenditures represent 56.47% of the approved budget, reflecting a 10.20% straight-line budget surplus. Pending equipment approval from TWC for the Port of San Antonio of approximately \$250,000 and operational cost being slightly under budget, a function of timing.

**ACTIVE GRANTS ONLY (TWC):**

Grant	End date	Budget	% Expense	Comments
23TAF	10/31/2023	\$8,011,037	46.43%	Expenditures reflect a 20.24% straight-line budget surplus due to the low participation and reduced HHSC referrals. The board's FY23 allocation is \$2 million higher than average.
22WA2	6/30/2024	\$3,456,318	96.21%	Overspent by 29.54%. Board staff are working with the contractor to co-enroll and diversify funding. The Dislocated Worker designation to adult will realign expenditures.
22WD2	6/30/2024	\$3,996,897	50.64%	Board staff are working with the contractor to increase enrollment. The board continues to monitor expenditures. The board has received a designation of \$500,000 that will realign expenditures.
23CCF	12/31/2023	\$87,130,697	55.71%	CCF expenditures increase in the summer due to how long children are in care. The board is currently exceeding the TWC target number. The board expects to expend 100%.
23TRA	12/31/2023	\$50,400	31.98%	This program is currently in the sunset phase, and new petitions will not be accepted. Funding will be available through 12/31/24 for client completion. As of 5/31/23, the contractor has \$30,000 of training invoices pending.
23CCQ	10/31/2023	\$5,820,249	26.98%	Current quality initiatives will continue to increase expenditures by issuing program supplies, incentives, and bonuses to childcare providers.

22CSL	12/31/2023	\$746,230	15.44%	This grant was extended from 3/31/23 to 12/31/23. The board has \$488,774 obligated.
23WOS	12/31/2023	\$221,896	29.60%	This grant supports Military Spouses. Staff continue to increase outreach efforts in and around the military bases. This will increase participation and training-related expenditures.
22WPB	10/31/2023	\$192,946	62.36%	WSA is one of four workforce boards operating this new TWC initiative that supports sex trafficking victims.
23WS2	11/30/2023	\$116,439.00	0.00%	In March 2023, TWC awarded the board the Middle Skills Employment Supplies Pilot Program; a program designed to support Texans preparing to join the workforce by helping clients purchase specific items required by the employer as a condition of employment.
23EXT	2/29/2024	\$200,000	1.81%	Teacher Externship activities occur during the summer months. The 100 teachers that completed enrollment are expected to complete the program.
23EX2	2/29/2024	\$106,726	0.00%	Early in May 2023, TWC awarded the board additional funding for Teacher Externship. An additional 60 teachers will be able to participate.
22VR1	9/30/2023	\$900,000	5.81%	124 Summer Earn and Learn participants have been placed and are working.

**ACTIVE GRANTS ONLY (NON-TWC):**

Grant	End date	Budget	% Expense	Comments
SAF22 Workforce Academy	11/30/2023	\$100,000	33.18%	This grant is used exclusively for the Workforce Ambassador Program. The Board expects to spend 100% of the award.
CAP22 Capacity Building	11/30/2023	\$37,500	0.00%	This grant is used for Capacity Building, focusing on Staff Performance, managing technology, and strategic planning. The board expects to spend 100% of the award.
TOY23 Toyotetsu	09/30/2023	\$100,000	1.56%	This is a work-based learning pilot program where Toyotetsu offers specialized training in manufacturing to help residents gain access & knowledge, leading to high-paying job opportunities. Currently, Toyotesu is processing a list

				of applicants.
22RTW	3/31/2025	\$10,041,073	39.06%	This variance is primarily a timing difference. Expenditures will continue to be realized in the following months as invoices are received and enrollments and activities continue to increase.

**ATTACHMENTS:**

Financial Statement – May 31, 2023

**Workforce Solutions Alamo**  
**Corporate Expenditure Report**  
**Board Fiscal Year October 01, 2022-September 30, 2023**  
**Report Period: 10/01/22 - 5/31/2023**

Straight-Line Target: 66.67%

	Annual Budget	Amendment # 1	Amendment # 2	Amended Budget #1&2	YTD Expenses	% Expensed	Balance
<b>PERSONNEL</b>							
Salaries/Wages	\$ 4,331,451	\$ -	\$ (350,000)	\$ 3,981,451	\$ 2,352,200	59.08%	\$ 1,629,251
Fringe Benefits	1,316,021	-	(200,000)	1,116,021	602,385	53.98%	513,636
Staff Travel	62,000	-	-	62,000	42,982	69.33%	19,018
Staff Training & Development	162,000	-	-	162,000	56,435	34.84%	105,565
<i>PERSONNEL SUBTOTAL:</i>	<b>\$ 5,871,472</b>	<b>\$ -</b>	<b>\$ (550,000)</b>	<b>\$ 5,321,472</b>	<b>\$ 3,054,003</b>	<b>57.39%</b>	<b>\$ 2,267,469</b>
<b>BOARD FACILITY</b>							
Rent	\$ 417,817	5,000	25,000	\$ 447,817	\$ 299,681	66.92%	\$ 148,136
Building Out/Moving Expenses	0			0	0	0.00%	0
<i>FACILITY SUBTOTAL:</i>	<b>\$ 417,817</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>	<b>\$ 447,817</b>	<b>\$ 299,681</b>	<b>66.92%</b>	<b>\$ 148,136</b>
<b>EQUIPMENT/RELATED COSTS</b>							
Equipment Purchases	\$ 50,000	-	27,500	\$ 77,500	\$ 48,287	62.31%	\$ 29,213
Equipment Rental	15,000	-	-	15,000	10,151	67.67%	4,849
Repair & Maintenance	-			-	-	0.00%	-
Software Licenses	61,819	-	35,000	96,819	63,998	66.10%	32,821
Software Maintenance & Support	100,000	-	(35,000)	65,000	24,735	38.05%	40,265
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	<b>\$ 226,819</b>	<b>\$ -</b>	<b>\$ 27,500</b>	<b>\$ 254,319</b>	<b>\$ 147,171</b>	<b>57.87%</b>	<b>\$ 107,148</b>
<b>GENERAL OFFICE EXPENSES</b>							
Communications	\$ 50,000			\$ 50,000	\$ 31,053	62.11%	\$ 18,947
Advertising	35,000		(25,000)	10,000	468	4.68%	9,532
Insurances	300,000	-	-	300,000	149,193	49.73%	150,807
Office Supplies	50,000	-	(20,000)	30,000	7,357	24.52%	22,643
Postage/Shipping/Other	7,500			7,500	2,483	33.11%	5,017
Printing, Binding & Reproduction	20,000			20,000	10,692	53.46%	9,308
Publications & Subscriptions	7,500			7,500	3,700	49.34%	3,800
Dues	25,000			25,000	8,075	32.30%	16,925
Storage	15,000	5,000	-	20,000	10,772	53.86%	9,228
Marketing (External)	120,000	-	-	120,000	36,258	30.21%	83,742
Miscellaneous Costs	25,000	-	-	25,000	1,161	4.64%	23,840
Non Federal	50,000	-	-	50,000	34,373	68.75%	15,627
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	<b>\$ 705,000</b>	<b>\$ 5,000</b>	<b>\$ (45,000)</b>	<b>\$ 665,000</b>	<b>\$ 295,585</b>	<b>44.45%</b>	<b>\$ 369,415</b>
<b>PROFESSIONAL SERVICES</b>							
Legal Services-Corporate	\$ 100,000	-	-	\$ 100,000	\$ 65,188	65.19%	\$ 34,812
Legal Services-Other	75,000	50,000	-	125,000	29,041	23.23%	95,959
Audit	75,000	-	-	75,000	62,453	83.27%	12,548
Monitoring (Contractor)	500,000	-	-	500,000	156,987	31.40%	343,014
Professional Services	600,000	425,000	-	1,025,000	561,017	54.73%	463,983
Payroll Fees	35,000	-	-	35,000	21,701	62.00%	13,299
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	<b>\$ 1,385,000</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ 1,860,000</b>	<b>\$ 896,386</b>	<b>48.19%</b>	<b>\$ 963,614</b>
<b>BOARD EXPENSES</b>							
Board Member Travel	\$ 5,000	-	-	\$ 5,000	\$ 4,598	91.96%	\$ 402
Board Member Training/Development	25,000	-	8,000.00	33,000	25,761	78.06%	7,239
Board Meetings & Misc. Costs	15,000		(8,000.00)	7,000	6,185	88.36%	815
<i>BOARD EXPENSES SUBTOTAL:</i>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 36,544</b>	<b>81.21%</b>	<b>\$ 8,456</b>
<b>TOTAL EXPENSES</b>	<b>\$ 8,651,108</b>	<b>\$ 485,000</b>	<b>\$ (542,500)</b>	<b>\$ 8,593,608</b>	<b>\$ 4,729,371</b>	<b>55.03%</b>	<b>\$ 3,864,237</b>
<b>SUMMARY:</b>							
Personnel	\$ 5,871,472	-	(550,000)	\$ 5,321,472	\$ 3,054,003	57.39%	\$ 2,267,469
Board Facility	417,817	5,000	25,000	447,817	299,681	66.92%	148,136
Equipment/Related Costs	226,819	-	27,500	254,319	147,171	57.87%	107,148
General Office Expenses	705,000	5,000	(45,000)	665,000	295,585	44.45%	369,415
Professional Services	1,385,000	475,000	-	1,860,000	896,386	48.19%	963,614
Board Expenses	45,000	-	-	45,000	36,544	81.21%	8,456
<b>TOTAL CORPORATE EXPENSES</b>	<b>\$ 8,651,108</b>	<b>\$ 485,000</b>	<b>\$ (542,500)</b>	<b>\$ 8,593,608</b>	<b>\$ 4,729,371</b>	<b>55.03%</b>	<b>\$ 3,864,237</b>

**WORKFORCE SOLUTIONS ALAMO**  
**Board Fiscal Year October 01, 2022 - September 30, 2023**

Report Period: 10/01/22-5/31/23

**Facilities & Infrastructure Report**

<b>Facilities &amp; Infrastructure</b>	<b>Budgeted Amt.</b>	<b>Amendment #1</b>	<b>Amendment #2</b>	<b>Revised Budgeted Amt.</b>	<b>YTD Expenses</b>	<b>% Expensed</b>	<b>% Straightline Benchmark</b>	<b>Balance</b>
Workforce Facilities	\$ 5,816,232.00	\$ -	\$ 25,000.00	\$ 5,841,232.00	\$ 3,339,744.64	57.18%	66.67%	\$ 2,501,487
Port SA	500,000.00	250,000.00	-	750,000.00	444,271.08	59.24%	66.67%	305,729
Mobile RV Unit	510,000.00	-	(400,000.00)	110,000.00	-	0.00%	66.67%	110,000
	<b>\$ 6,826,232</b>	<b>\$ 250,000.00</b>	<b>\$ (375,000.00)</b>	<b>\$ 6,701,232.00</b>	<b>\$ 3,784,015.72</b>	<b>56.47%</b>	<b>66.67%</b>	<b>\$ 2,917,216.28</b>

Facilities:                      End of Lease  
Walzem                              12/31/2023  
Datapoint                            3/31/2030  
Datapoint - Child Care        3/31/2030  
Marbach                              Month to Month  
S. Flores                              7/31/2028  
E. Houston                        8/16/2030  
New Braunfels                  1/31/2032  
Hondo                                12/31/2024  
Seguin                                1/15/2027  
Kenedy                               1/30/2025  
Floresville                        7/31/2026  
Kerrville                            4/30/2024  
Boerne                                11/30/2026  
Pleasanton                        1/31/2025  
Pearsall                              10/31/2024  
SA Foodbank                    12/31/2023  
Fredericksburg                No Expiration  
Bandera                              No Expiration

General Expense Item\*

Rent  
Utilities  
Janitorial  
Repair & Maintenance  
Security  
Copiers / Printers  
Phones  
Computer Equipment  
Misc.

\*Not all general expenses items are applicable to each location



**Workforce Solutions Alamo**  
**October 1, 2022 to September 30, 2023**  
**Grant Summary Report**

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/22	Balance as 9/30/22	FY23 Budget (WSA)	Exp from 10/1/22 to 5/31/23	YTD Exp 5/31/23	Balance
WIOA ADULT SERVICES	21WA1	2021WOA001	\$ 849,798.00	\$ 844,108.82	\$ 5,689.18	\$ 5,689.18	\$ 5,836.89	\$ 849,945.71	\$ (147.71)
WIOA ADULT SERVICES	21WA2	2021WOA001	\$ 3,276,946.00	\$ 3,243,181.02	\$ 33,764.98	\$ 33,764.98	\$ 33,777.31	\$ 3,276,958.33	\$ (12.33)
WIOA ADULT SERVICES	22WA1	2022WOA001	\$ 947,323.00	\$ 401,623.23	\$ 545,699.77	\$ 545,699.77	\$ 533,555.42	\$ 935,178.65	\$ 12,144.35
WIOA ADULT SERVICES	22WA2	2022WOA001	\$ 3,456,318.00	0	\$ 3,456,318.00	\$ 3,456,318.00	\$ 3,325,253.12	\$ 3,325,253.12	\$ 131,064.88
<b>WIOA ADULT Total</b>			<b>\$ 8,530,385.00</b>	<b>\$ 4,488,913.07</b>	<b>\$ 4,041,471.93</b>	<b>\$ 4,041,471.93</b>	<b>\$ 3,898,422.74</b>	<b>\$ 8,387,335.81</b>	<b>\$ 143,049.19</b>
WIOA DISLOCATED WORKER	21WD1	2021WOD001	\$ 901,481.00	\$ 859,702.50	\$ 41,778.50	\$ 41,778.50	\$ 41,893.21	\$ 901,595.71	\$ (114.71)
WIOA DISLOCATED WORKER	21WD2	2021WOD001	\$ 3,597,920.00	\$ 3,315,191.96	\$ 282,728.04	\$ 282,728.04	\$ 282,740.00	\$ 3,597,931.96	\$ (11.96)
WIOA DISLOCATED WORKER	22WD1	2022WOD001	\$ 1,184,451.00	\$ 153,168.80	\$ 1,031,282.20	\$ 1,031,282.20	\$ 143,273.77	\$ 296,442.57	\$ 888,008.43
WIOA DISLOCATED WORKER	22WD2	2022WOD001	\$ 3,996,897.00	0	\$ 3,996,897.00	\$ 3,996,897.00	\$ 2,024,031.80	\$ 2,024,031.80	\$ 1,972,865.20
<b>WIOA DISLOCATED Total</b>			<b>\$ 9,680,749.00</b>	<b>\$ 4,328,063.26</b>	<b>\$ 5,352,685.74</b>	<b>\$ 5,352,685.74</b>	<b>\$ 2,491,938.78</b>	<b>\$ 6,820,002.04</b>	<b>\$ 2,860,746.96</b>
WIOA YOUTH SERVICES	21WOY	2021WOY001	\$ 4,430,155.00	\$ 4,011,756.56	\$ 418,398.44	\$ 418,398.44	\$ 199,567.13	\$ 4,211,323.69	\$ 218,831.31
WIOA YOUTH SERVICES	22WOY	2021WOY001	\$ 4,732,035.00	\$ 531,164.73	\$ 4,200,870.27	\$ 4,200,870.27	\$ 2,329,497.65	\$ 2,860,662.38	\$ 1,871,372.62
<b>WIOA YOUTH Total</b>			<b>\$ 9,162,190.00</b>	<b>\$ 4,542,921.29</b>	<b>\$ 4,619,268.71</b>	<b>\$ 4,619,268.71</b>	<b>\$ 2,529,064.78</b>	<b>\$ 7,071,986.07</b>	<b>\$ 2,090,203.93</b>
WIOA RAPID RESPONSE	22WOR	2022WOR001	\$ 64,742.00	\$ 25,571.22	\$ 39,170.78	\$ 39,170.78	\$ 21,544.75	\$ 47,115.97	\$ 17,626.03
<b>WIOA RAPID RESPONSE Total</b>			<b>\$ 64,742.00</b>	<b>\$ 25,571.22</b>	<b>\$ 39,170.78</b>	<b>\$ 39,170.78</b>	<b>\$ 21,544.75</b>	<b>\$ 47,115.97</b>	<b>\$ 17,626.03</b>
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	22TAF	2022TAF001	\$ 7,483,591.00	\$ 5,543,582.79	\$ 1,940,008.21	\$ 1,940,008.21	\$ 354,129.69	\$ 5,897,712.48	\$ 1,585,878.52
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	23TAF	2023TAF001	\$ 8,011,037.00	0	\$ 8,011,037.00	\$ 8,011,037.00	\$ 3,719,594.87	\$ 3,719,594.87	\$ 4,291,442.13
<b>TANF Total</b>			<b>\$ 15,494,628.00</b>	<b>\$ 5,543,582.79</b>	<b>\$ 9,951,045.21</b>	<b>\$ 9,951,045.21</b>	<b>\$ 4,073,724.56</b>	<b>\$ 9,617,307.35</b>	<b>\$ 5,877,320.65</b>
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	23SNE	2023SNE001	\$ 1,499,502.00	0	\$ 1,499,502.00	\$ 1,499,502.00	\$ 1,114,250.58	\$ 1,114,250.58	\$ 385,251.42
<b>SNAP E&amp;T Total</b>			<b>\$ 1,499,502.00</b>	<b>\$ -</b>	<b>\$ 1,499,502.00</b>	<b>\$ 1,499,502.00</b>	<b>\$ 1,114,250.58</b>	<b>\$ 1,114,250.58</b>	<b>\$ 385,251.42</b>
NON CUSTODIAL PARENT	23NCP	2023NCP001	\$ 437,578.00	\$ 7,504.63	\$ 430,073.37	\$ 430,073.37	\$ 311,095.05	\$ 318,599.68	\$ 118,978.32
<b>NON CUSTODIAL PARENT Total</b>			<b>\$ 437,578.00</b>	<b>\$ 7,504.63</b>	<b>\$ 430,073.37</b>	<b>\$ 430,073.37</b>	<b>\$ 311,095.05</b>	<b>\$ 318,599.68</b>	<b>\$ 118,978.32</b>
CC SRVCS FORMULA ALLOCATION-CCF	22CCF	2022CCF001	\$ 98,063,720.00	\$ 85,538,265.49	\$ 12,525,454.51	\$ 12,525,454.51	\$ 5,779,247.15	\$ 91,317,512.64	\$ 6,746,207.36
CC SRVCS FORMULA ALLOCATION-CCF	23CCF	2023CCF001	\$ 87,130,697.00	\$ -	\$ 87,130,697.00	\$ 87,130,697.00	\$ 48,542,371.80	\$ 48,542,371.80	\$ 38,588,325.20
<b>CHILD CARE CCF Total</b>			<b>\$ 185,194,417.00</b>	<b>\$ 85,538,265.49</b>	<b>\$ 99,656,151.51</b>	<b>\$ 99,656,151.51</b>	<b>\$ 54,321,618.95</b>	<b>\$ 139,859,884.44</b>	<b>\$ 45,334,532.56</b>
CC DVLPMNT FUND LOCAL MATCH - CCM	22CCM	2022CCM001	\$ 7,372,742.00	\$ -	\$ 7,372,742.00	\$ 7,372,742.00	\$ 7,372,742.00	\$ 7,372,742.00	\$ -
CC DVLPMNT FUND LOCAL MATCH - CCM	23CCM	2023CCM001	\$ 7,539,884.00	\$ -	\$ 7,539,884.00	\$ 7,539,884.00	\$ -	\$ -	\$ 7,539,884.00
<b>CHILD CARE CCM Total</b>			<b>\$ 14,912,626.00</b>	<b>\$ -</b>	<b>\$ 14,912,626.00</b>	<b>\$ 14,912,626.00</b>	<b>\$ 7,372,742.00</b>	<b>\$ 7,372,742.00</b>	<b>\$ 7,539,884.00</b>
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	22CCP	2022CCP001	\$ 6,953,000.00	\$ 5,507,082.11	\$ 1,445,917.89	\$ 1,445,917.89	\$ (532.48)	\$ 5,506,549.63	\$ 1,446,450.37
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	23CCP	2023CCP001	\$ 8,115,000.00	\$ 443,514.58	\$ 7,671,485.42	\$ 7,671,485.42	\$ 3,946,731.38	\$ 4,390,245.96	\$ 3,724,754.04
<b>CHILD CARE CCP Total</b>			<b>\$ 15,068,000.00</b>	<b>\$ 5,950,596.69</b>	<b>\$ 9,117,403.31</b>	<b>\$ 9,117,403.31</b>	<b>\$ 3,946,198.90</b>	<b>\$ 9,896,795.59</b>	<b>\$ 5,171,204.41</b>
TRADE ACT SERVICES	22TRA	2022TRA001	\$ 533,816.00	\$ 31,528.98	\$ 502,287.02	\$ 502,287.02	\$ 5,159.64	\$ 36,688.62	\$ 497,127.38
TRADE ACT SERVICES	23TRA	2023TRA001	\$ 50,400.00	0	\$ 50,400.00	\$ 50,400.00	\$ 16,120.11	\$ 16,120.11	\$ 34,279.89
<b>TRADE ACT SERVICES Total</b>			<b>\$ 584,216.00</b>	<b>\$ 31,528.98</b>	<b>\$ 552,687.02</b>	<b>\$ 552,687.02</b>	<b>\$ 21,279.75</b>	<b>\$ 52,808.73</b>	<b>\$ 531,407.27</b>
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	22WPA	2022WPA001	\$ 948,613.00	\$ 665,913.72	\$ 282,699.28	\$ 282,699.28	\$ 154,068.65	\$ 819,982.37	\$ 128,630.63
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	23WPA	2023WPA001	\$ 701,715.00	0	\$ 701,715.00	\$ 701,715.00	\$ 285,112.70	\$ 285,112.70	\$ 416,602.30
<b>EMPLOYMENT SERVICES Total</b>			<b>\$ 1,650,328.00</b>	<b>\$ 665,913.72</b>	<b>\$ 984,414.28</b>	<b>\$ 984,414.28</b>	<b>\$ 439,181.35</b>	<b>\$ 1,105,095.07</b>	<b>\$ 545,232.93</b>
RESOURCE ADMIN GRANT	23RAG	2023RAG001	\$ 11,857.00	0	\$ 11,857.00	\$ 11,857.00	\$ 7,652.10	\$ 7,652.10	\$ 4,204.90
<b>RESOURCE ADMIN GRANT Total</b>			<b>\$ 11,857.00</b>	<b>\$ -</b>	<b>\$ 11,857.00</b>	<b>\$ 11,857.00</b>	<b>\$ 7,652.10</b>	<b>\$ 7,652.10</b>	<b>\$ 4,204.90</b>

**Workforce Solutions Alamo**  
**October 1, 2022 to September 30, 2023**  
**Grant Summary Report**

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/22	Balance as 9/30/22	FY23 Budget (WSA)	Exp from 10/1/22 to 5/31/23	YTD Exp 5/31/23	Balance
TEXAS VETERANS COMMISSION	23TVC	2023TVC001	\$ 284,084.00	0	\$ 284,084.00	\$ 284,084.00	\$ 203,062.83	\$ 203,062.83	\$ 81,021.17
<b>VETERANS EMPLOYMENT SERVICE Total</b>			<b>\$ 284,084.00</b>	<b>\$ -</b>	<b>\$ 284,084.00</b>	<b>\$ 284,084.00</b>	<b>\$ 203,062.83</b>	<b>\$ 203,062.83</b>	<b>\$ 81,021.17</b>
CC QUALITY - CCQ	22CCQ	2022CCQ001	\$ 5,384,152.00	\$ 3,009,880.22	\$ 2,374,271.78	\$ 2,374,271.78	\$ 2,229,805.51	\$ 5,239,685.73	\$ 144,466.27
CC QUALITY - CCQ	23CCQ	2023CCQ001	\$ 5,820,249.00	0	\$ 5,820,249.00	\$ 5,820,249.00	\$ 1,570,413.28	\$ 1,570,413.28	\$ 4,249,835.72
<b>CCQ QUALITY Total</b>			<b>\$ 11,204,401.00</b>	<b>\$ 3,009,880.22</b>	<b>\$ 8,194,520.78</b>	<b>\$ 8,194,520.78</b>	<b>\$ 3,800,218.79</b>	<b>\$ 6,810,099.01</b>	<b>\$ 4,394,301.99</b>
SERVICE INDUSTRY RECOVERY CHILD CARE	22CCX	2022CCX001	\$ 19,417,468.00	\$ 14,466,724.28	\$ 4,950,743.72	\$ 4,950,743.72	\$ 3,375,446.48	\$ 17,842,170.76	\$ 1,575,297.24
<b>SERVICE INDUSTRY RECOVERY CHILD CARE Total</b>			<b>\$ 19,417,468.00</b>	<b>\$ 14,466,724.28</b>	<b>\$ 4,950,743.72</b>	<b>\$ 4,950,743.72</b>	<b>\$ 3,375,446.48</b>	<b>\$ 17,842,170.76</b>	<b>\$ 1,575,297.24</b>
CHILD CARE - TRS CONTRACTED SLOTS	22CSL	2022SCSL001	\$ 746,230.00	\$ -	\$ 746,230.00	\$ 746,230.00	\$ 115,210.14	\$ 115,210.14	\$ 631,019.86
<b>CHILD CARE - TRS CONTRACTED SLOTS - Total</b>			<b>\$ 746,230.00</b>	<b>\$ -</b>	<b>\$ 746,230.00</b>	<b>\$ 746,230.00</b>	<b>\$ 115,210.14</b>	<b>\$ 115,210.14</b>	<b>\$ 631,019.86</b>
WORKFORCE COMMISSION INITIATIVES	22WCI	2022WCI001	\$ 354,845.00	\$ 213,396.91	\$ 141,448.09	\$ 141,448.09	\$ (817.16)	\$ 212,579.75	\$ 142,265.25
WORKFORCE COMMISSION INITIATIVES	23WCI	2023WCI001	\$ 94,250.00	0	\$ 94,250.00	\$ 94,250.00	\$ 63,490.10	\$ 63,490.10	\$ 30,759.90
<b>WORKFORCE COMMISSION INITIATIVES Total</b>			<b>\$ 449,095.00</b>	<b>\$ 213,396.91</b>	<b>\$ 235,698.09</b>	<b>\$ 235,698.09</b>	<b>\$ 62,672.94</b>	<b>\$ 276,069.85</b>	<b>\$ 173,025.15</b>
REEMPLOYMENT SERVICES - REA	23REA	2023REA001	\$ 850,280.00	0	\$ 850,280.00	\$ 850,280.00	\$ 620,552.20	\$ 620,552.20	\$ 229,727.80
<b>REEMPLOYMENT Total</b>			<b>\$ 850,280.00</b>	<b>\$ -</b>	<b>\$ 850,280.00</b>	<b>\$ 850,280.00</b>	<b>\$ 620,552.20</b>	<b>\$ 620,552.20</b>	<b>\$ 229,727.80</b>
MILITARY FAMILY SUPPORT PROGRAM	22WOS	2022WOS001	\$ 221,896.00	\$ 101,620.77	\$ 120,275.23	\$ 120,275.23	\$ 43,108.12	\$ 144,728.89	\$ 77,167.11
MILITARY FAMILY SUPPORT PROGRAM	23WOS	2023WOS001	\$ 221,896.00	0	\$ -	\$ 221,896.00	\$ 65,673.51	\$ 65,673.51	\$ 156,222.49
<b>MILITARY FAMILY SUPPORT Total</b>			<b>\$ 443,792.00</b>	<b>\$ 101,620.77</b>	<b>\$ 120,275.23</b>	<b>\$ 342,171.23</b>	<b>\$ 108,781.63</b>	<b>\$ 210,402.40</b>	<b>\$ 233,389.60</b>
STUDENT HIREABILITY NAVIGATOR	18HN4	3018VRS130	\$ 210,000.00	\$ 15,358.63	\$ 194,641.37	\$ 194,641.37	\$ 111,699.42	\$ 127,058.05	\$ 82,941.95
<b>STUDENT HIREABILITY NAVIGATOR Total</b>			<b>\$ 210,000.00</b>	<b>\$ 15,358.63</b>	<b>\$ 194,641.37</b>	<b>\$ 194,641.37</b>	<b>\$ 111,699.42</b>	<b>\$ 127,058.05</b>	<b>\$ 82,941.95</b>
VOCATIONAL REHABILITATION-VR INFRA SPRT	23COL	2023COL001	\$ 497,371.44	\$ 37,688.14	\$ 459,683.30	\$ 459,683.30	\$ 332,382.96	\$ 370,071.10	\$ 127,300.34
<b>VR-INFRA SUPPORT Total</b>			<b>\$ 497,371.44</b>	<b>\$ 37,688.14</b>	<b>\$ 459,683.30</b>	<b>\$ 459,683.30</b>	<b>\$ 332,382.96</b>	<b>\$ 370,071.10</b>	<b>\$ 127,300.34</b>
TRAINING & EMPLOYMENT NAVIGATOR PILOT	22WPB	2022WPB002	\$ 192,946.00	\$ 59,530.74	\$ 133,415.26	\$ 133,415.26	\$ 60,791.69	\$ 120,322.43	\$ 72,623.57
<b>TRAINING &amp; EMPLOYMENT NAVIGATOR PILOT Total</b>			<b>\$ 192,946.00</b>	<b>\$ 59,530.74</b>	<b>\$ 133,415.26</b>	<b>\$ 133,415.26</b>	<b>\$ 60,791.69</b>	<b>\$ 120,322.43</b>	<b>\$ 72,623.57</b>
MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT	23WS2	2023WOS002	\$ 116,439.00	0	\$ -	\$ 116,439.00	0	0	\$ 116,439.00
<b>MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT Total</b>			<b>\$ 116,439.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,439.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,439.00</b>
TEACHER EXTERNSHIP	22EXT	2022EXT001	\$ 200,000.00	\$ 188,634.22	\$ 11,365.78	\$ 11,365.78	\$ 5,878.69	\$ 194,512.91	\$ 5,487.09
TEACHER EXTERNSHIP	23EXT	2023EXT001	\$ 200,000.00	0	\$ 200,000.00	\$ 200,000.00	\$ 3,626.18	\$ 3,626.18	\$ 196,373.82
TEACHER EXTERNSHIP	23EX2	2023EXT002	\$ 106,726.00	0	\$ -	\$ 106,726.00	\$ -	\$ -	\$ 106,726.00
<b>TEACHER EXTERNSHIP Total</b>			<b>\$ 506,726.00</b>	<b>\$ 188,634.22</b>	<b>\$ 211,365.78</b>	<b>\$ 318,091.78</b>	<b>\$ 9,504.87</b>	<b>\$ 198,139.09</b>	<b>\$ 308,586.91</b>
SUMMER EARN & LEARN (SEAL)	22VRS	3022VRS045	\$ 900,000.00	\$ 561,124.94	\$ 338,875.06	\$ 338,875.06	\$ 3,281.58	\$ 564,406.52	\$ 335,593.48
SUMMER EARN & LEARN (SEAL)	22VR1	3022VRS045	\$ 900,000.00	0	\$ 900,000.00	\$ 900,000.00	\$ 52,303.06	\$ 52,303.06	\$ 847,696.94
<b>SEAL Total</b>			<b>\$ 1,800,000.00</b>	<b>\$ 561,124.94</b>	<b>\$ 1,238,875.06</b>	<b>\$ 1,238,875.06</b>	<b>\$ 55,584.64</b>	<b>\$ 616,709.58</b>	<b>\$ 1,183,290.42</b>
SKILLS DEVELOPMENT FUND-LONESTAR	21SD3	2021SDF003	\$ 510,967.00	\$ 265,921.03	\$ 245,045.97	\$ 245,045.97	\$ 219,959.39	\$ 485,880.42	\$ 25,086.58
<b>SKILLS DEVELOPMENT FUND Total</b>			<b>\$ 510,967.00</b>	<b>\$ 265,921.03</b>	<b>\$ 245,045.97</b>	<b>\$ 245,045.97</b>	<b>\$ 219,959.39</b>	<b>\$ 485,880.42</b>	<b>\$ 25,086.58</b>
SAN ANTONIO AREA FOUNDATION-WORKFORCE ACADEMY	SAF22		\$ 100,000.00	\$ 3,462.50	\$ 96,537.50	\$ 96,537.50	\$ 29,716.23	\$ 33,178.73	\$ 66,821.27
SAN ANTONIO AREA FOUNDATION-CAPACITY BUILDING	CAP22		\$ 37,500.00	0	\$ 37,500.00	\$ 37,500.00	\$ 799.00	\$ 799.00	\$ 36,701.00
<b>SAN ANTONIO AREA FOUNDATION TOTAL</b>			<b>\$ 137,500.00</b>	<b>\$ 3,462.50</b>	<b>\$ 134,037.50</b>	<b>\$ 134,037.50</b>	<b>\$ 30,515.23</b>	<b>\$ 33,977.73</b>	<b>\$ 103,522.27</b>
ASPEN INSTITUTE	ASP23		\$ 50,000.00	0	\$ 50,000.00	\$ 50,000.00	\$ 26,720.38	\$ 26,720.38	\$ 23,279.62
<b>ASPEN INSTITUTE TOTAL</b>			<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 26,720.38</b>	<b>\$ 26,720.38</b>	<b>\$ 23,279.62</b>

**Workforce Solutions Alamo**  
**October 1, 2022 to September 30, 2023**  
**Grant Summary Report**

GRANT	FUND GRANT NO.	Grant Budget	Estimate YTD as 9/30/22	Balance as 9/30/22	FY23 Budget (WSA)	Exp from 10/1/22 to 5/31/23	YTD Exp 5/31/23	Balance
TOYOTETSU PILOT PROGRAM TOTAL	TOY23	\$ 100,000.00	0	\$ 100,000.00	\$ 100,000.00	\$ 1,562.38	\$ 1,562.38	\$ 98,437.62
<b>TOYOTETSU PILOT PROGRAM TOTAL</b>		<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ 100,000.00</b>	<b>\$ 100,000.00</b>	<b>\$ 1,562.38</b>	<b>\$ 1,562.38</b>	<b>\$ 98,437.62</b>
DISASTER RECOVERY DISLOCATED WORKER	20NDW 2020NDW001	\$ 6,452,066.00	\$ 4,516,754.86	\$ 1,935,311.14	\$ 1,935,311.14	\$ 1,876,670.82	\$ 6,393,425.68	\$ 58,640.32
WINTER STORMS NDWG	21NDW 2021NDW001	\$ 300,952.00	\$ 238,159.74	\$ 62,792.26	\$ 62,792.26	\$ 59,555.80	\$ 297,715.54	\$ 3,236.46
HELPING OFFICES MANAGE ELECTRONICALLY (HOME)	21DON 2021DON001	\$ 51,222.00	\$ 42,985.56	\$ 8,236.44	\$ 8,236.44	\$ 1,400.00	\$ 44,385.56	\$ 6,836.44
<b>COVID GRANTS Total</b>		<b>\$ 6,804,240.00</b>	<b>\$ 4,797,900.16</b>	<b>\$ 2,006,339.84</b>	<b>\$ 2,006,339.84</b>	<b>\$ 1,937,626.62</b>	<b>\$ 6,735,526.78</b>	<b>\$ 68,713.22</b>
READY TO WORK-COSA	22RTW	\$ 10,041,073.00	\$ 235,725.02	\$ 9,805,347.98	\$ 9,805,347.98	\$ 3,686,723.81	\$ 3,922,448.83	\$ 6,118,624.17
<b>READY TO WORK-COSA TOTAL</b>		<b>\$ 10,041,073.00</b>	<b>\$ 235,725.02</b>	<b>\$ 9,805,347.98</b>	<b>\$ 9,805,347.98</b>	<b>\$ 3,686,723.81</b>	<b>\$ 3,922,448.83</b>	<b>\$ 6,118,624.17</b>
<b>GRAND TOTAL</b>		<b>\$ 316,653,830.44</b>	<b>\$ 135,079,828.70</b>	<b>\$ 181,128,940.74</b>	<b>\$ 181,574,001.74</b>	<b>\$ 95,307,730.69</b>	<b>\$ 230,387,559.39</b>	<b>\$ 86,266,271.05</b>

**Workforce Solutions Alamo**  
**October 1, 2022 to September 30, 2023**  
**Grant Summary Report**

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 5/31/23	Balance	Grant Expended 5/31/23	Months Remaining
WIOA ADULT SERVICES	21WA1	6/30/2023	2021WOA001	\$ 849,798.00	\$ 849,945.71	\$ (147.71)	100.02%	1
WIOA ADULT SERVICES	21WA2	6/30/2023	2021WOA001	\$ 3,276,946.00	\$ 3,276,958.33	\$ (12.33)	100.00%	1
WIOA ADULT SERVICES	22WA1	6/30/2024	2021WOA001	\$ 947,323.00	\$ 935,178.65	\$ 12,144.35	98.72%	13
WIOA ADULT SERVICES	22WA2	6/30/2024	2021WOA001	\$ 3,456,318.00	\$ 3,325,253.12	\$ 131,064.88	96.21%	13
<b>WIOA ADULT Total</b>				<b>\$ 8,530,385.00</b>	<b>\$ 8,387,335.81</b>	<b>\$ 143,049.19</b>		
WIOA DISLOCATED WORKER	21WD1	6/30/2023	2021WOD001	\$ 901,481.00	\$ 901,595.71	\$ (114.71)	100.01%	1
WIOA DISLOCATED WORKER	21WD2	6/30/2023	2021WOD001	\$ 3,597,920.00	\$ 3,597,931.96	\$ (11.96)	100.00%	1
WIOA DISLOCATED WORKER	22WD1	6/30/2024	2021WOD001	\$ 1,184,451.00	\$ 296,442.57	\$ 888,008.43	25.03%	13
WIOA DISLOCATED WORKER	22WD2	6/30/2024	2021WOD001	\$ 3,996,897.00	\$ 2,024,031.80	\$ 1,972,865.20	50.64%	13
<b>WIOA DISLOCATED Total</b>				<b>\$ 9,680,749.00</b>	<b>\$ 6,820,002.04</b>	<b>\$ 2,860,746.96</b>		
WIOA YOUTH SERVICES	21WOY	6/30/2023	2021WOY001	\$ 4,430,155.00	\$ 4,211,323.69	\$ 218,831.31	95.06%	1
WIOA YOUTH SERVICES	22WOY	6/30/2024	2021WOY001	\$ 4,732,035.00	\$ 2,860,662.38	\$ 1,871,372.62	60.45%	13
<b>WIOA YOUTH Total</b>				<b>\$ 9,162,190.00</b>	<b>\$ 7,071,986.07</b>	<b>\$ 2,090,203.93</b>		
WIOA RAPID RESPONSE	22WOR	6/30/2024	2022WOR001	\$ 64,742.00	\$ 47,115.97	\$ 17,626.03	72.77%	13
<b>WIOA RAPID RESPONSE Total</b>				<b>\$ 64,742.00</b>	<b>\$ 47,115.97</b>	<b>\$ 17,626.03</b>		
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	23TAF	10/31/2023	2023TAF001	\$ 8,011,037.00	\$ 3,719,594.87	\$ 4,291,442.13	46.43%	5
<b>TANF Total</b>				<b>\$ 8,011,037.00</b>	<b>\$ 3,719,594.87</b>	<b>\$ 4,291,442.13</b>		
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	23SNE	9/30/2023	2023SNE001	\$ 1,499,502.00	\$ 1,114,250.58	\$ 385,251.42	74.31%	4
<b>SNAP E&amp;T Total</b>				<b>\$ 1,499,502.00</b>	<b>\$ 1,114,250.58</b>	<b>\$ 385,251.42</b>		
NON CUSTODIAL PARENT	23NCP	9/30/2023	2023NCP001	\$ 437,578.00	\$ 318,599.68	\$ 118,978.32	72.81%	4
<b>NON CUSTODIAL PARENT Total</b>				<b>\$ 437,578.00</b>	<b>\$ 318,599.68</b>	<b>\$ 118,978.32</b>		
CC SRVCS FORMULA ALLOCATION-CCF	23CCF	12/31/2023	2023CCF001	\$ 87,130,697.00	\$ 48,542,371.80	\$ 38,588,325.20	55.71%	7
<b>CHILD CARE CCF Total</b>				<b>\$ 87,130,697.00</b>	<b>\$ 48,542,371.80</b>	<b>\$ 38,588,325.20</b>		
CC DVLPMNT FUND LOCAL MATCH - CCM	23CCM	12/31/2023	2023CCM001	\$ 7,539,884.00	\$ -	\$ 7,539,884.00	0.00%	7
<b>CHILD CARE CCM Total</b>				<b>\$ 7,539,884.00</b>	<b>\$ -</b>	<b>\$ 7,539,884.00</b>		
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	23CCP	12/31/2023	2023CCP001	\$ 8,115,000.00	\$ 4,390,245.96	\$ 3,724,754.04	54.10%	7
<b>CHILD CARE CCP Total</b>				<b>\$ 8,115,000.00</b>	<b>\$ 4,390,245.96</b>	<b>\$ 3,724,754.04</b>		
TRADE ACT SERVICES	23TRA	12/31/2023	2023TRA001	\$ 50,400.00	\$ 16,120.11	\$ 34,279.89	31.98%	7
<b>TRADE ACT SERVICES Total</b>				<b>\$ 50,400.00</b>	<b>\$ 16,120.11</b>	<b>\$ 34,279.89</b>		
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	23WPA	12/31/2023	2023WPA001	\$ 701,715.00	\$ 285,112.70	\$ 416,602.30	40.63%	7
<b>EMPLOYMENT SERVICES Total</b>				<b>\$ 701,715.00</b>	<b>\$ 285,112.70</b>	<b>\$ 416,602.30</b>		
RESOURCE ADMIN GRANT	23RAG	9/30/2023	2023RAG001	\$ 11,857.00	\$ 7,652.10	\$ 4,204.90	64.54%	4
<b>RESOURCE ADMIN GRANT Total</b>				<b>\$ 11,857.00</b>	<b>\$ 7,652.10</b>	<b>\$ 4,204.90</b>		
TEXAS VETERANS COMMISSION	23TVC	9/30/2023	2023TVC001	\$ 284,084.00	\$ 203,062.83	\$ 81,021.17	71.48%	4
<b>TEXAS VETERANS COMMISSION Total</b>				<b>\$ 284,084.00</b>	<b>\$ 203,062.83</b>	<b>\$ 81,021.17</b>		
CC QUALITY - CCQ	23CCQ	10/31/2023	2023CCQ001	\$ 5,820,249.00	\$ 1,570,413.28	\$ 4,249,835.72	26.98%	5
<b>CCQ QUALITY Total</b>				<b>\$ 5,820,249.00</b>	<b>\$ 1,570,413.28</b>	<b>\$ 4,249,835.72</b>		
CHILD CARE - TRS CONTRACTED SLOTS	22CSL	12/31/2023	2022CSL001	\$ 746,230.00	\$ 115,210.14	\$ 631,019.86	15.44%	7
<b>CHILD CARE - TRS CONTRACTED SLOTS Total</b>				<b>\$ 746,230.00</b>	<b>\$ 115,210.14</b>	<b>\$ 631,019.86</b>		

**Workforce Solutions Alamo**  
**October 1, 2022 to September 30, 2023**  
**Grant Summary Report**

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 5/31/23	Balance	Grant Expended 5/31/23	Months Remaining
WORKFORCE COMMISSION INITIATIVES	22WCI	5/31/2023	2022WCI001	\$ 354,845.00	\$ 212,579.75	\$ 142,265.25	59.91%	
WORKFORCE COMMISSION INITIATIVES	23WCI	9/30/2023	2023WCI001	\$ 94,250.00	\$ 63,490.10	\$ 30,759.90	67.36%	4
<b>WORKFORCE COMMISSION INITIATIVES Total</b>				<b>\$ 354,845.00</b>	<b>\$ 212,579.75</b>	<b>\$ 142,265.25</b>		
REEMPLOYMENT SERVICES - REA	23REA	9/30/2023	2023REA001	\$ 850,280.00	\$ 620,552.20	\$ 229,727.80	72.98%	4
<b>REEMPLOYMENT Total</b>				<b>\$ 850,280.00</b>	<b>\$ 620,552.20</b>	<b>\$ 229,727.80</b>		
MILITARY FAMILY SUPPORT PROGRAM	23WOS	12/31/2023	2023WOS1	\$ 221,896.00	\$ 65,673.51	\$ 156,222.49	29.60%	7
<b>MILITARY FAMILY SUPPORT Total</b>				<b>\$ 221,896.00</b>	<b>\$ 65,673.51</b>	<b>\$ 156,222.49</b>		
STUDENT HIREABILITY NAVIGATOR	18HN4	8/31/2023	3018VRS130	\$ 210,000.00	\$ 127,058.05	\$ 82,941.95	60.50%	3
<b>STUDENT HIREABILITY NAVIGATOR Total</b>				<b>\$ 210,000.00</b>	<b>\$ 127,058.05</b>	<b>\$ 82,941.95</b>		
VOCATIONAL REHABILITATION-VR INFRA SPRT	23COL	8/31/2023	2023COL001	\$ 497,371.44	\$ 370,071.10	\$ 127,300.34	74.41%	3
<b>VR-INFRA SUPPORT Total</b>				<b>\$ 497,371.44</b>	<b>\$ 370,071.10</b>	<b>\$ 127,300.34</b>		
TRAINING & EMPLOYMENT NAVIGATOR	22WPB	10/31/2023	2022WPB002	\$ 192,946.00	\$ 120,322.43	\$ 72,623.57	62.36%	5
<b>TRAINING &amp; EMPLOYMENT NAVIGATOR Total</b>				<b>\$ 192,946.00</b>	<b>\$ 120,322.43</b>	<b>\$ 72,623.57</b>		
MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT		11/30/2023	2023WOS002	\$ 116,439.00	0	\$ 116,439.00	0.00%	6
<b>MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT</b>				<b>\$ 116,439.00</b>	<b>\$ -</b>	<b>\$ 116,439.00</b>		
TEACHER EXTERNSHIP	23EXT	2/28/2024	2023EXT001	\$ 200,000.00	\$ 3,626.18	\$ 196,373.82	1.81%	9
TEACHER EXTERNSHIP	23EX2	2/29/2024	2023EXT002	\$ 106,726.00	\$ -	\$ 106,726.00	0.00%	9
<b>TEACHER EXTERNSHIP Total</b>				<b>\$ 306,726.00</b>	<b>\$ 3,626.18</b>	<b>\$ 303,099.82</b>		
SUMMER EARN & LEARN (SEAL)	22VR1	9/30/2023	3021VRS073	\$ 900,000.00	\$ 52,303.06	\$ 847,696.94	5.81%	4
<b>SEAL Total</b>				<b>\$ 900,000.00</b>	<b>\$ 52,303.06</b>	<b>\$ 847,696.94</b>		
SAN ANTONIO AREA FOUNDATION-WORKFORCE AC/SAF22		11/30/2023		\$ 100,000.00	\$ 33,178.73	\$ 66,821.27	33.18%	6
SAN ANTONIO AREA FOUNDATION-CAPACITY BUILDII CAP22		11/30/2023		\$ 37,500.00	\$ -	\$ 37,500.00	0.00%	6
<b>SAN ANTONIO AREA FOUNDATION Total</b>				<b>\$ 137,500.00</b>	<b>\$ 33,178.73</b>	<b>\$ 104,321.27</b>		
ASPEN INSTITUTE	ASP23	12/31/2023		\$ 50,000.00	\$ 26,720.38	\$ 23,279.62	53.44%	7
<b>ASPEN INSTITUTE TOTAL</b>				<b>\$ 50,000.00</b>	<b>\$ 26,720.38</b>	<b>\$ 23,279.62</b>		
TOYOTETSU PILOT PROGRAM TOTAL	TOY23	9/30/2023		\$ 100,000.00	\$ 1,562.38	\$ 98,437.62	1.56%	4
<b>TOYOTETSU PILOT PROGRAM TOTAL</b>				<b>\$ 100,000.00</b>	<b>\$ 1,562.38</b>	<b>\$ 98,437.62</b>		
READY TO WORK-COSA	22RTW	3/31/2025		\$ 10,041,073.00	\$ 3,922,448.83	\$ 6,118,624.17	39.06%	22
<b>READY TO WORK-COSA TOTAL</b>				<b>\$ 10,041,073.00</b>	<b>\$ 3,922,448.83</b>	<b>\$ 6,118,624.17</b>		
<b>GRAND TOTAL</b>				<b>\$ 161,765,375.44</b>	<b>\$ 88,165,170.54</b>	<b>\$ 73,600,204.90</b>		

# Financial Reports and Analysis

July 26, 2023

Giovanna Escalante-Vela, CFO



AmericanJobCenter®

# Budget to Actual Expenditures

MAY 2023 BUDGET TO ACTUAL VARIANCE ANALYSIS					
Budget Category	FY23 Amended Budget	FY23 Actuals (MAY 2023 )	% Expensed	Straight-Line Target (66.67%)	YTD Variance %
Corporate -Personnel	\$ 5,321,472.00	\$ 3,054,003.32	57.39%	\$ 3,547,825.38	9.28%
Corporate -Facilities	\$ 447,817.00	\$ 299,680.83	66.92%	\$ 298,559.59	-0.25%
Corporate - Equipment Related	\$ 254,319.00	\$ 147,171.30	57.87%	\$ 169,554.48	8.80%
Corporate -General Office	\$ 665,000.00	\$ 295,585.34	44.45%	\$ 443,355.50	22.22%
Corporate - Professional Services	\$ 1,860,000.00	\$ 896,386.22	48.19%	\$ 1,240,062.00	18.48%
Corporate - Board of Directors	\$ 45,000.00	\$ 36,543.89	81.21%	\$ 30,001.50	-14.54%
<b>Corporate Total</b>	<b>\$ 8,593,608.00</b>	<b>\$ 4,729,370.90</b>	<b>55.03%</b>	<b>\$ 5,729,358.45</b>	<b>11.64%</b>
Facilities	6,701,232.00	3,784,015.72	56.47%	\$ 4,467,711.37	10.20%
Reserve	10,245,869.02	-	0.00%	\$ 6,830,920.88	66.67%
Projects	424,380.30	96,058.35	22.63%	\$ 282,934.35	44.04%
Service Delivery	148,219,325.06	84,369,213.76	56.92%	\$ 98,817,824.02	9.75%
<b>Total Budget</b>	<b>\$174,184,414.38</b>	<b>\$ 92,978,658.73</b>	<b>53.38%</b>	<b>\$ 116,128,749.07</b>	<b>13.29%</b>

# Budget Amendment #2 Summary

Budget Comparison - FY23 Budget Amendment #1 to FY23 Budget Amendment #2									
Budget Category	FY23 Budget Initial Budget	FY23 Proposed Budget Amendment #1	FY23 Actual (Apr'22)	Exp. (%)	FY23 Forecast	FY23 Projected Expenditures	FY23 Proposed Budget Amendment #2	Increase/ Decrease (\$)	Increase/ Decrease (%)
Corporate - Personnel Base Salaries	\$ 4,331,451.00	\$ 4,331,451.00	\$ 2,030,815.00	46.89%	\$ 1,950,636.00	\$ 3,981,451.00	\$ 3,981,451.00	\$ (350,000.00)	-8.08%
Fringe Benefits	1,316,021.00	1,316,021.00	523,294.00	39.76%	592,727.00	1,116,021.00	1,116,021.00	(200,000.00)	-15.20%
Staff Travel	62,000.00	62,000.00	29,856.00	48.15%	32,144.00	62,000.00	62,000.00	-	0.00%
Staff Development	162,000.00	162,000.00	55,779.00	34.43%	106,221.00	162,000.00	162,000.00	-	0.00%
<b>Total Personnel</b>	<b>\$ 5,871,472.00</b>	<b>\$ 5,871,472.00</b>	<b>\$ 2,639,744.00</b>	<b>44.96%</b>	<b>\$ 2,681,728.00</b>	<b>\$ 5,321,472.00</b>	<b>\$ 5,321,472.00</b>	<b>\$ (550,000.00)</b>	<b>-9.37%</b>
Corporate - Facilities	\$ 417,817.00	\$ 422,817.00	\$ 264,083.00	62.46%	\$ 183,734.00	\$ 447,817.00	\$ 447,817.00	\$ 25,000.00	5.91%
Corporate - Equipment Related	226,819.00	226,819.00	115,538.00	50.94%	138,781.00	254,319.00	254,319.00	27,500.00	12.12%
Corporate - General Office	705,000.00	710,000.00	301,360.00	42.45%	363,640.00	665,000.00	665,000.00	(45,000.00)	-6.34%
Corporate - Professional Services	1,385,000.00	1,860,000.00	792,359.00	42.60%	1,067,641.00	1,860,000.00	1,860,000.00	-	0.00%
Corporate - Board of Directors	45,000.00	45,000.00	35,794.00	79.54%	9,206.00	45,000.00	45,000.00	-	0.00%
<b>Corporate Total</b>	<b>\$ 8,651,108.00</b>	<b>\$ 9,136,108.00</b>	<b>\$ 4,148,878.00</b>	<b>45.41%</b>	<b>\$ 4,444,730.00</b>	<b>\$ 8,593,608.00</b>	<b>\$ 8,593,608.00</b>	<b>\$ (542,500.00)</b>	<b>-5.94%</b>
Facilities	\$ 6,826,232.43	\$ 7,126,232.43	\$ 837,379.00	11.75%	\$ 5,913,853.43	\$ 6,751,232.43	\$ 6,751,232.43	\$ (375,000.00)	-5.26%
Child Care Reserve	\$ 14,923,178.00	\$ 13,508,924.02	\$ 1,464,254.00	10.84%	\$ 8,781,615.02	\$ 10,245,869.02	\$ 10,245,869.02	\$ (3,263,055.00)	-24.15%
Projects	\$ 364,820.00	\$ 424,380.30	\$ 54,214.02	12.77%	\$ 370,166.28	\$ 424,380.30	\$ 424,380.30	\$ -	0.00%
Service Delivery	\$ 133,150,524.79	\$ 141,498,896.90	\$ 75,720,288.02	53.51%	\$ 72,499,037.04	\$ 148,219,325.06	\$ 148,219,325.06	\$ 6,720,428.16	4.75%
Facilities & Service Delivery	\$ 155,264,755.22	\$ 162,558,433.65	\$ 78,076,135.04	50.29%	\$ 87,564,671.77	\$ 165,640,806.81	\$ 165,640,806.81	\$ 3,082,373.16	1.90%
<b>Total Budget</b>	<b>\$ 163,915,863.22</b>	<b>\$ 171,694,541.65</b>	<b>\$ 82,225,013.04</b>	<b>50.16%</b>	<b>\$ 92,009,401.77</b>	<b>\$ 174,234,414.81</b>	<b>\$ 174,234,414.81</b>	<b>\$ 2,539,873.16</b>	<b>1.48%</b>





## MEMORANDUM

To: Committee of Six  
From: Adrian Lopez, CEO  
Presented by: Giovanna Escalante-Vela, CFO  
Date: July 26, 2023  
Regarding: Annual Audit FY22

---

### SUMMARY:

The audit for Alamo Workforce Development, Inc. DBA Workforce Solutions Alamo (WSA) for the fiscal year ended September 30, 2022, has been performed and completed by ABIP, P.C. ABIP has performed its audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the Uniform Guidance. In performing the audit, they interviewed staff. They observed processes to develop a risk assessment over the internal controls and develop audit procedures they felt necessary to provide evidence for their audit opinions.

ABIP reports provided:

- Financial Audit – Opinion – Unmodified (clean opinion)
- Compliance Audits – Child Care Development Funds (CCDF) Cluster and Temporary Assistance for Needy Families (TANF) – Unmodified (clean opinion)

### STRATEGIC OBJECTIVE:

ABIP performed the following activity during their audit:

#### Financial Audit

- Established an audit approach based on risk assessment and tailored programs to guide the audit process for efficiency and completeness.
- Performed analytical reviews on account balances to aid in the extent of audit procedures needed to provide reasonable assurance of overactivity and account balances.
- Reviewed and mailed AWS-prepared confirmations to related parties, legal counsel, and financial institutions.
- Reviewed approval processes over individual transactions and tested allowability for grants and contracts.
- Performed substantive procedures for the various financial statement account balances as of year-end, including cash, accounts receivable, prepaid expenses, fixed assets, accounts payable, accrued liabilities, and deferred revenues.
- Worked with management to assist in preparing the financial statement and ensure up-to-date disclosures were included.

Compliance Audit – Child Care Development Funds Cluster and Temporary Assistance for Needy Families (TANF)

- Established an audit approach based on risk assessment and tailored programs to guide the audit process for efficiency and completeness.
- Interviewed staff from Child Care Development Funds Cluster and TANF Funds to understand processes over disbursements, payroll, and cash reimbursement processes.
- Performed a risk assessment of the compliance requirements over the CCDF, CCPS, and TANF Grants and planned a test of controls and compliance for each.
- Sampled individual transactions for allowability with CCDF, CCPS, and TANF Grants award and staff approvals before vendors' payments.
- Sampled reimbursement draws (cash receipts) over allowable costs charged to the grants for proper approvals from staff and recording into the general ledger.
- Reviewed completeness and accuracy of Texas Workforce Commission reporting compliance requirements over CCDF, CCPS, and TANF Grants.

To the Board of Directors  
Alamo Workforce Development, Inc.  
dba Workforce Solutions–Alamo  
San Antonio, Texas

We have audited the financial statements of the Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo as of and for the year ended September 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated September 30, 2022. Professional standards also require that we communicate to you the following information related to our audit.

#### Qualitative Aspects of Accounting Practices

##### *Significant Accounting Policies*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo are described in note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2022. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

##### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was depreciation expense. Management's estimate for depreciation is based on the estimated useful life of the assets. We evaluated the key factors and assumptions used to develop the depreciation in determining that it is reasonable in relation to the financial statements taken as a whole.

##### *Financial Statement Disclosures*

The financial statement disclosures are neutral, consistent, and clear.

#### Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. As a result of our audit we did not identify any such misstatements.

### Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 23, 2023.

### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### Other Audit Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Audit and Finance Committee, the Board of Directors and management of the Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Handwritten signature in blue ink that reads "ABIP, PC".

San Antonio, Texas  
June 23, 2023

# ALAMO WORKFORCE DEVELOPMENT, INC. DBA WORKFORCE SOLUTIONS - ALAMO

FINANCIAL STATEMENTS AND  
FEDERAL AND STATE AWARDS REPORTS

FOR THE YEAR ENDED SEPTEMBER 30, 2022



CLIENT **FOCUSED.** RELATIONSHIP **DRIVEN.**

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**TABLE OF CONTENTS**

**September 30, 2022**

	<u>PAGE</u>
INDEPENDENT AUDITOR’S REPORT	1-3
FINANCIAL SECTION	
Statement of Financial Position	7
Statement of Activities	8
Statement of Functional Expenses	9
Statement of Cash Flows	10
Notes to Financial Statements	11-22
FEDERAL AND STATE AWARDS SECTION	
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	25-26
Independent Auditor’s Report on Compliance for Each Major Federal and State Program and on Internal Control Over Compliance Required By the Uniform Guidance and the State of Texas Single Audit Circular	27-29
Schedule of Expenditures of Federal and State Awards	31-33
Notes to Schedule of Expenditures of Federal and State Awards	34
Schedule of Findings and Questioned Costs	35-36
Summary Schedule of Prior Audit Findings	37

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Alamo Workforce Development, Inc.  
dba Workforce Solutions - Alamo  
San Antonio, Texas

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the accompanying financial statements of Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo (the Corporation) (a nonprofit organization), which comprise the statement of financial position as of September 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Corporation, as of September 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal and state awards, as required by Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and the *State of Texas Single Audit Circular*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal and state awards is fairly stated, in all material respects, in relation to the financial statements as a whole.



### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 23, 2023, on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control over financial reporting and compliance.

ABIP, PC

San Antonio, Texas  
June 23, 2023

## **FINANCIAL SECTION**

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**STATEMENT OF FINANCIAL POSITION**

**September 30, 2022**

ASSETS

CURRENT ASSETS

Cash	\$ 2,733,195
Grants receivable	12,937,316
Account receivable - other	643,429
Prepaid expenses and deposits	<u>1,475,838</u>
Total current assets	<u>17,789,778</u>

PROPERTY AND EQUIPMENT

Property and equipment	3,584,918
Less accumulated depreciation	<u>(3,106,520)</u>
Net property and equipment	<u>478,398</u>

Total assets	<u><u>\$ 18,268,176</u></u>
--------------	-----------------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$ 4,888,536
Accrued liabilities	8,599,584
Deferred revenue	<u>3,671,913</u>
Total current liabilities	<u>17,160,033</u>

Total liabilities	<u>17,160,033</u>
-------------------	-------------------

NET ASSETS

Without donor restrictions	
Undesignated	629,745
Investment in property and equipment, net	<u>478,398</u>
Total net assets	<u>1,108,143</u>

Total liabilities and net assets	<u><u>\$ 18,268,176</u></u>
----------------------------------	-----------------------------

The accompanying notes are an integral part of the financial statements.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**STATEMENT OF ACTIVITIES**

**For the year ended September 30, 2022**

	WITHOUT DONOR RESTRICTIONS		
	UNDESIGNATED	INVESTMENT IN PROPERTY AND EQUIPMENT	TOTAL
REVENUE			
Grant contracts - federal	\$ 131,314,433	\$ -	\$ 131,314,433
Grant contracts - state	9,568,004	-	9,568,004
Other income - non-federal sources:			
Bexar County general funding	294,155	-	294,155
City of San Antonio - Ready to Work	235,725	-	235,725
City of San Antonio - general funding	4,540,494	-	4,540,494
Student Hireability Navigator	96,435	-	96,435
Texas Mutual Child Care Initiative	5,715	-	5,715
Summer Earn and Learn Program (SEAL)	568,524	-	568,524
Vocational Rehabilitation Infrastructure Cost Reimbursement	458,784	-	458,784
Other	12,083	-	12,083
Service fees	119,470	-	119,470
Program income	<u>1,219</u>	<u>-</u>	<u>1,219</u>
Total revenue	<u>147,215,041</u>	<u>-</u>	<u>147,215,041</u>
EXPENSES			
Program services	143,904,665	-	143,904,665
Supporting services	<u>3,233,772</u>	<u>-</u>	<u>3,233,772</u>
Total expenses	<u>147,138,437</u>	<u>-</u>	<u>147,138,437</u>
Increase in net assets	76,604	-	76,604
OTHER REVENUES AND (EXPENSES)			
Depreciation	-	(191,272)	(191,272)
Loss on disposal of asset	<u>-</u>	<u>(5,192)</u>	<u>(5,192)</u>
Change in net assets	76,604	(196,464)	(119,860)
NET ASSETS AT BEGINNING OF YEAR	<u>553,141</u>	<u>674,862</u>	<u>1,228,003</u>
NET ASSETS AT END OF YEAR	<u>\$ 629,745</u>	<u>\$ 478,398</u>	<u>\$ 1,108,143</u>

The accompanying notes are an integral part of the financial statements.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**STATEMENT OF FUNCTIONAL EXPENSES**

**For the year ended September 30, 2022**

	PROGRAM SERVICES	SUPPORTING SERVICES	
	ALL PROGRAMS	MANAGEMENT AND GENERAL	TOTAL
EXPENSES			
Salaries and related expenses			
Salaries	\$ 1,651,555	\$ 1,784,841	\$ 3,436,396
Payroll taxes	118,761	125,401	244,162
Employee benefits	<u>289,240</u>	<u>290,138</u>	<u>579,378</u>
Total salaries and related expenses	2,059,556	2,200,380	4,259,936
Advertising/outreach	28,971	22,831	51,802
Client services	19,433,966	-	19,433,966
Professional fees	416,925	464,638	881,563
Supplies and equipment	1,176,728	86,288	1,263,016
Facility rental	3,574,984	208,161	3,783,145
Insurance	120,841	71,619	192,460
Training/support services	9,372,939	-	9,372,939
Child care	106,168,357	-	106,168,357
Travel	18,799	8,204	27,003
Staff development	39,796	104,535	144,331
Communication	413,759	23,841	437,600
Software related	539,062	43,275	582,337
Profit	<u>539,982</u>	<u>-</u>	<u>539,982</u>
Total expenses before depreciation	143,904,665	3,233,772	147,138,437
Depreciation	<u>191,272</u>	<u>-</u>	<u>191,272</u>
Total expenses	<u><u>\$ 144,095,937</u></u>	<u><u>\$ 3,233,772</u></u>	<u><u>\$ 147,329,709</u></u>

The accompanying notes are an integral part of the financial statements.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**STATEMENT OF CASH FLOWS**

**For the year ended September 30, 2022**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets	\$ (119,860)
Adjustments to reconcile change in net assets to cash provided by (used in) operating activities	
Depreciation expense	191,272
(Increase) decrease in operating assets	
Grants receivable	(5,507,774)
Other receivables	255,914
Prepaid and deposits	(531,524)
Increase (decrease) in operating liabilities	
Accounts payable	1,260,420
Accrued liabilities	1,051,754
Deferred revenue	<u>2,068,280</u>
Net cash provided (used) by operating activities	<u>(1,326,326)</u>
Net increase (decrease) in cash	(1,326,326)

CASH AT BEGINNING OF YEAR	<u>4,059,521</u>
---------------------------	------------------

CASH AT END OF YEAR	<u><u>\$ 2,733,195</u></u>
---------------------	----------------------------

The accompanying notes are an integral part of the financial statements.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

**(1) Summary of significant accounting policies**

A summary of the significant accounting policies applied in the preparation of the accompanying financial statements is as follows:

**Reporting entity**

Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo (the Corporation) is a nonprofit corporation organized to provide guidance, exercise oversight duties, manage workforce development activities, and promote social welfare and other charitable purposes in the Alamo service delivery area comprised of the thirteen (13) counties of Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, McMullen, and Wilson.

The agency has been designated a local workforce development board to plan and implement employment and training programs. Most of the entity’s funding is derived from contracts awarded by the Texas Workforce Commission (TWC), a state agency receiving pass-through funds from the U.S. Department of Labor, the U.S. Department of Health and Human Services, and the U.S. Department of Agriculture. The following is a description of the programs the Corporation administered during the year.

“Programs” can be classified in different ways based on the way that they come about. These include “*Formula-Funded Grants*,” “*Workforce Initiatives*,” “*Special Grants/Projects*,” “*Fee-for-Service Grants*,” and “*Other TWC Grants*.”

**Formula-Funded Grants**

Funds for services are allocated to state and local areas based on a formula. These grants are the Board’s ‘bread and butter’ and are part of our primary or core programs.

**CHILD CARE FORMULA FUNDED GRANTS**

**Child Care Services (CCS).** Funds come from multiple streams and have different goals, as follows:

**Child Care Subsidized Direct Funding.** Funds are used to provide childcare subsidies:

**Mandatory Children In-Care**

For children formerly receiving general child protective services (CPS) to provide continuity of care for children and stability for the family. For children of parents who are mandated to participate in the TANF/Choices and SNAP E&T programs (see below). Children are referred by Texas Health & Human Services (HHS), and services must be provided to these families (they do not go through the wait list). Available funds are used to serve these families first.

**Discretionary Children In-Care**

To support low-income parents/caregivers so they participate in initial job search, eligible work activities, and/or attend school or training to help them become economically self-sufficient while providing stability for the children through continuity of care. Depending on the availability of funding, children are enrolled on a waitlist, and the Board has the discretion to prioritize enrollment into services.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**COVID Related Funds**

Provider 20% Growth Support

Enhancement reimbursement of 20% increase to provider reimbursement rates from October 2021 to September 2022. This increased reimbursement rate helps sustain childcare providers during the COVID-19 economic recovery.

Service Industry Recovery Child Care

Childcare program aimed at assisting low-wage workers in TWC-specified service industries, who generally operate in close quarters with their customers, and whose jobs could not be accomplished remotely from October 2021 to September 2022.

**Texas Department of Family & Protective Services (DFPS) Child Care.** Funds purchase childcare services for children deemed eligible (e.g., due to abuse and/or neglect) by DFPS. DFPS refers the children to CCS for services.

**Child Care Local Match.** Provide subsidized childcare to low-income families.

**Child Care Quality Improvement Activities (QIA).** Child Care Development funds for initiatives that help promote the quality of childcare, including training, professional development, and technical assistance primarily geared to benefit childcare facilities that are working toward Texas Rising Star (TRS) certification or are TRS providers working toward a higher certification level.

**Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA).** Funds for initiatives that help promote the quality of child care, including training, professional development, and technical assistance, are primarily geared to benefit child care facilities working toward Texas Rising Star (TRS) certification or are TRS providers working toward a higher certification level.

**Contracted Slots Pilot Program.** To build the supply of quality slots reserved for infants and toddlers by high-quality childcare providers.

**FORMULA-FUNDED WORKFORCE DEVELOPMENT GRANTS**

**Supplemental Nutrition & Assistance Program Employment & Training (SNAP).** The program helps ‘food stamp’ recipients gain skills, training, or work experience and increase their ability to obtain regular employment.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**TANF/Choices.** The program offers job preparation and educational services required for parents' dependent on public assistance (Temporary Assistance for Needy Families/TANF) to transition into economic self-sufficiency through employment.

**Non-Custodial Parent Choices (NCP).** The program targets low-income, unemployed, or underemployed noncustodial parents who are behind on their child support payments and whose children are current or former public assistance recipients. The goal is to help NCP participants become economically self-sufficient while making consistent child support payments. The project collaborates with TWC, the Office of the Attorney General (OAG), WSA, and the Bexar County court system. The court system refers NCP clients and will either willingly participate in the project or be subject to court orders.

**Trade Adjustment Assistance (TAA).** The program provides job training and employment services to workers who lost jobs due to international trade. This program is currently sunseting, and eligible participants will continue to be served through Dislocated Worker funds.

**Veterans Services.** Contract with the Texas Veterans Commission (TVC) to provide space, technical and administrative support to TVC staff co-located at WSA Career Centers. TVC provides enhanced services to veterans and can only work with veterans. Additional services may be provided using WIOA funds.

**Wagner-Peyser / Employment Services.** As amended, federal legislation established the 'Employment Service' and ancillary functions in 1935. Employer, job matching, and other related services offered at the Centers are partly funded using Wagner-Peyser grant funds. The funds cover the salaries of state staff and supplies.

**Reemployment Services and Eligibility Assessment (RESEA).** Grant programs funded by Title I of WIOA and the federal-state Unemployment Insurance (UI) program are required partners in a comprehensive, integrated workforce system. This program targets claimants who are most likely to exhaust benefits and be in need of reemployment services.

**Training and Employment Navigator Pilot (PAB)-** This program outreaches to victims of sex trafficking to assist them with training and employment support systems, providing employment, wrap-around support services, and work experience opportunities.

**Workforce Investment & Opportunity Act (WIOA).** WIOA has three central "formula-funded" grants serving Adults, Dislocated Workers, and Youth. However, other smaller grants are funded through WIOA, such as Rapid Response and Trade Adjustment Assistance (TAA). WIOA funds can also be used for Incumbent Workers and Customized Training, which only require 'basic' WIOA eligibility (e.g., being eligible to work in the U.S., being employed, and, for males, being registered in Selective Service). The following three grants have additional eligibility requirements that individuals must meet for funding.

**WIOA Adult.** The program serves economically disadvantaged adults assisting them in obtaining the skills needed to obtain, retain, and/or advance in employment.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**WIOA DW.** The program serves individuals who have lost their jobs due to a layoff or closure (e.g., at no fault of their own). The program assists dislocated workers in returning to the workforce as quickly as possible.

**Rapid Response.** Rapid Response is a proactive, business-focused strategy designed to help growing companies access a pool of skilled workers. Workers generally result from downsizing companies; the agency supports jobseekers during layoffs and plant closings. Services provided during this transitional period include immediate on-site assistance to transition workers to their subsequent employment as soon as possible.

**WIOA Youth.** The program serves in-school and out-of-school youth ages 16-24, supporting them so they may enter or complete educational/training opportunities and gain the skills and credentials needed to obtain and retain employment.

**Disaster Recovery Dislocated Worker – COVID-19. The grant end date was March 31, 2023.** Disaster grant funds to assist individuals residing in the Alamo 13 County region affected by COVID-19 to find temporary employment in response to major economic dislocations. TWC increased the grant award to \$6.5 million.

**Military Family Support Pilot Program.** A program designed to meet better the needs of military spouses entering the job market at military installations. This program assists displaced military spouses in finding employment, education, and training.

**Workforce Commission Initiatives (WCI)**

WCIs are grant awards issued to Boards by TWC to fund specific project initiatives. The focus and timeframes of these grants vary. These initiatives support the delivery of services to workers and employers and help fund projects that strengthen and add value to the delivery system. The following are some examples.

**Hiring, Red, White, and You! Job Fair.** Employment Service (ES) funds to support the annual job fair event (virtual or in person) for Transitioning Service Members, Veterans, Military Spouses, and the Public.

**Youth Career Fair Events.** TANF funds support TWC's Jobs Y'all events for middle, high, and postsecondary students. These events will invite employers to participate in a relevant way to help students explore career opportunities in their industries. Student participation will encourage the exploration of career opportunities, including understanding pathways to in-demand careers, networking, internships, and other applied learning opportunities. Parents will also be invited to attend with their children to discuss their unique role in career exploration.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**Texas Veterans Leadership Program (TVLP).** Utilizes Wagner-Peyser Employment Service funds to support TWC's Texas Veterans Leadership Program (TVLP) staff. The Board shall ensure Agency TVLP staff is provided access to and use of common equipment, software or hardware platforms, consumables, and telecommunications networks in shared facilities. The Board may acquire goods or services to support the Agency's TVLP staff.

**Foster Care Youth Conference.** Utilize TANF funds to cover travel costs to the Foster Care Youth Conference.

**Excellence In Rural Service Delivery.** Utilize funding to focus on innovative strategies to expand accessibility and services in the Alamo region's most rural and remote areas.

**Fee-for-Service Grants**

TWC has begun issuing funding for Vocational Rehabilitation Services (VRS). These funds ensure that Texas effectively prepares students with disabilities to obtain competitive and integrated employment through participation in employability skills and work readiness training, career exploration activities, work experience, postsecondary education, and other activities.

**Summer Earn & Learn (SEAL).** This program provided summer work readiness training and paid work experience for students with disabilities.

**Student Hire Ability Navigator Project.** Funding for two positions to serve as resources in the WDA to support, expand, and enhance pre-employment transition services to students with disabilities in the early phases of preparing for the transition to postsecondary education, employment, and life skills opportunities.

**Vocational Rehabilitation – Co-location.** Funding for co-location of Vocational Rehabilitation TWC team members into WSA's American Job Centers to offer a wide variety of pre-vocational and vocational services for individuals with disabilities.

**Other TWC Grants**

TWC Special Initiatives are typically issued by RFA, which a board or community board applies for.

**Skills Development Fund COVID-19 Special Initiative. The grant end date was March 31, 2023.** Skills Development Funds to respond to industry and workforce training needs. Partner with public community, technical colleges, or community-based organizations to provide customized training in a timely and efficient manner to jobseekers impacted by COVID-19.

**High Demand Job Training (HDJT).** Funds will be used for capacity building to help fill the large number of highly skilled job openings in the Information Technology (IT) Industry in the Seguin area for Navarro and Seguin ISDs. The funds will address occupational needs in the IT Industry. The TWC grant funds will be matched with leveraged funds from the Seguin Economic Development Corporation (SEDC)] on a dollar-for-dollar basis.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**Externship for Teachers.** Grant available by TWC to outreach/collaborate with employers and Independent School Districts (ISDs) to provide externships for middle school and/or high school teachers, schools, counselors, and school administrators. WSA assists in developing and submitting a proposal in partnership with the Alliance for Technology Education in Applied Math and Science (ATEAMS). The project requires matching funds (e.g., non-federal funds from partners and/or private donors).

**Texas Industry Partnership.** Grant available by TWC to support South Texas Electrical JATC to facilitate the development of a Certified Building Industry Consulting Service International (BICSI) Lab that will allow South Texas Electrical to conduct Information and Communication Technology (ICT) courses for apprentices/students in an Authorized Training Facility (ATF).

**Texas Industry Partnership.** Grant available by TWC to support and increase training capacity in the Aerospace, Aviation & Defense, and the Information and Computer Technology industries. This project will purchase aviation equipment and Information Technology (IT) supplies for the Hallmark University (HU) College of Aeronautics. Equipment and supplies purchased through this Grant Award will be used to train HU college students and increase the University's capacity to accommodate better dual-credit programs for high school students who choose to pursue a career in aviation through the HU College of Aeronautics.

**OTHER LOCAL PROGRAMS**

Programs that are funded by non-TWC funds that support local general funding.

**Train for Jobs San Antonio. This grant ends on September 30, 2022.** is funded by the City of San Antonio's Economic Development Department. These funds assist residents and businesses affected by the COVID-19 public health crisis. The program provides workforce upskill opportunities through education and training to residents negatively impacted by job loss due to COVID-19. This program is funded through the City of San Antonio's Workforce Development Recovery Strategy. These efforts are intended to increase residents' chances of employment as businesses affected by COVID-19 begin to rehire.

**Bexar County Strong (BCS). This grant ends on December 31, 2021.** Grant program funded by County of Bexar through Bexar County Commissioners Court. This program targets Bexar County Residents affected by the COVID-19 pandemic by helping displaced workers identify available training and educational programs and employment opportunities to better able these individuals to succeed in finding employment.

**Ready to Work San Antonio** is funded by the City of San Antonio's Economic Development Department. These funds are to assist residents residing within city limits. The program consists of providing workforce upskill opportunities through education and training. This program is funded through the City of San Antonio's Workforce Development Department. These efforts are intended to increase residents' chances of employment.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Basis of accounting

The financial statements of the Corporation have been prepared on the accrual basis of accounting. The accompanying statements of financial position and activities focus on the Corporation as a whole and report the amounts of total assets, liabilities, net assets, and changes in net assets.

The Corporation classifies its financial statements to present two (2) classes of net assets:

- *Net assets without donor restrictions* include those net assets whose use is not restricted by donor-imposed stipulations. Restricted grant proceeds or contributions whose restrictions are met in the same reporting period are reported as revenue without donor restrictions.
- *Net assets with donor restrictions* include net assets subject to donor-imposed restrictions that may or will be satisfied by the actions of the Corporation or the passage of time. The Corporation had no net assets with donor restrictions at September 30, 2022.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Income tax

The Corporation is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The Corporation had no unrelated business income during the year ended September 30, 2022. Accordingly, no provision for income taxes were made in the accompanying financial statements.

Pension plan

The Corporation has adopted an employee retirement plan, which is a money purchase pension plan. It covers all employees who have met certain service requirements.

The Corporation may contribute to the plan. During the fiscal year, the Corporation matched up to 6.0% for employees who elected to participate in the plan. Plan expense for the year ended September 30, 2022 was \$110,076.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Compensated absences

Employees of the Corporation earn annual leave on a bi-weekly basis. The maximum amount that will be paid upon separation of employment varies based upon years of employment. The Corporation had an accrued liability at September 30, 2022 of \$226,445.

Receivables

The allowance for doubtful accounts is established as losses are estimated to have occurred through a provision for bad debts charged to earnings. Losses are charged against the allowance when management believes the uncollectability of a receivable is confirmed. Subsequent recoveries, if any, are credited to the allowance. The allowance for doubtful accounts is evaluated on a regular basis by management and is based on historical experience and specifically identified questionable receivables. The evaluation is inherently subjective as it requires estimates that are susceptible to significant revision as more information becomes available.

At September 30, 2022, no allowance for future bad debts had been established as it is management's opinion that losses, if incurred, would not materially affect the financial statements.

Grants receivable primarily represent balances due from grantees for funds billed under the terms of the contract. The Corporation does not record an allowance for uncollectibles against the grants receivable because management believes the receivables are considered to be 100% collectible.

Revenue recognition and deferred revenue

Contracts that are entered into by the Corporation are recognized as grant revenue when expenditures are incurred in accordance with the terms of the contract. Amounts received but not yet earned on continuing contracts are recorded as deferred revenue.

In-kind contributions and donated services

Donated services are valued at their estimated fair market value at the time of donation and are included in the statements of activities. During the year ended September 30, 2022, there were none noted to be significant to the financial statements.

Property and equipment

Fixed assets are valued at historical cost or estimated cost if historical cost is not available. Contributed fixed assets are valued at their estimated fair market value at the time of donation. Depreciation of property and equipment is provided over the estimated useful lives of the respective assets using the straight-line method. Expenses for betterments that materially extend the useful life of an asset are capitalized at cost.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(1) Summary of significant accounting policies (continued)

Property and equipment (continued)

The useful lives by type of asset are as follows:

<u>ASSET CLASS</u>	<u>USEFUL LIFE</u>
Information and technology	3- 5 years
Furniture and fixtures	5 years
Leasehold improvements	4-10 years

Title to equipment is vested with the Corporation; however, TWC reserves the right to transfer title or issue disposition instructions for property with a unit cost of \$5,000 or greater.

Cost allocation plan

The Corporation uses an administrative cost pool to allocate administrative costs which cannot be identified by a workforce funding title. These costs are allocated based on some acceptable measure of benefits received. Only actual, not budgeted, unassignable direct costs are pooled and distributed to the various titles. The Corporation has the following cost pools to be used to distribute costs: Bexar County Workforce Center, Rural Workforce Center, Workforce Center Cost Pool Program, and Administrative. Administrative costs which benefit all programs are allocated to each grant using the administrative cost pool. The cost allocation plan is prepared by the Chief Financial Officer (CFO) and submitted to the Executive Director (ED) for approval. The plan may be modified as necessary by the CFO to ensure compliance with the TWC regulations.

The plan is reviewed for modification for addition/deletion of funding sources, significant changes in programs or cost pool expenditures, or other events which could affect the reliability of the cost allocation plan.

Functional allocation of expenses

Certain salaries, employee benefits, and other expenses benefiting programs and administrative activities are allocated on a functional basis in the statements of activities and the schedule of functional expenses.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

**(2) Cash and cash equivalents**

The Corporation's funds are required to be deposited and invested under the terms of a depository contract. The depository bank deposit for safekeeping and trust with the Corporation's agent bank approved pledged securities in an amount sufficient to protect the Corporation's funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation (FDIC) Insurance.

The Corporation's cash deposits at September 30, 2022, were entirely covered by FDIC insurance or by pledged collateral held by the Corporation's agent bank. The deposits were collateralized in accordance with Texas law.

For purposes of the statements of cash flows, all highly liquid instruments with a maturity of approximately 90 days or less are considered to be cash equivalents.

**(3) Property and equipment**

Property and equipment held by the Corporation at September 30, 2022, consist of the following:

	COST OR BASIS OF PROPERTY			
	BALANCE	ADDITIONS	DELETIONS AND	BALANCE
	SEPTEMBER 30, 2021		RETIREMENTS	SEPTEMBER 30, 2022
Information and technology	\$ 1,032,201	\$ -	\$ -	\$ 1,032,201
Furniture and fixtures	367,949	-	-	367,949
Vehicle	22,327	-	-	22,327
Leasehold improvements	<u>2,201,195</u>	<u>-</u>	<u>38,754</u>	<u>2,162,441</u>
Total	<u>\$ 3,623,672</u>	<u>\$ -</u>	<u>\$ 38,754</u>	<u>\$ 3,584,918</u>

	ACCUMULATED DEPRECIATION			
	BALANCE	ADDITIONS	DELETIONS AND	BALANCE
	SEPTEMBER 30, 2021		RETIREMENTS	SEPTEMBER 30, 2022
Information and technology	\$ 863,653	\$ 69,559	\$ -	\$ 933,212
Furniture and fixtures	249,294	49,250	-	298,544
Vehicle	22,327	-	-	22,327
Leasehold improvements	<u>1,813,536</u>	<u>72,463</u>	<u>33,562</u>	<u>1,852,437</u>
Total	<u>\$ 2,948,810</u>	<u>\$ 191,272</u>	<u>\$ 33,562</u>	<u>\$ 3,106,520</u>

Depreciation expense for the year ended September 30, 2022, amounted to \$191,272.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

**(4) Leases**

The Corporation leases office facilities and equipment under operating leases expiring in various years through 2030. Minimum future rental payments under operating leases, which have remaining terms beyond September 30, 2022, are in the aggregate, as follows:

<u>YEAR ENDED SEPTEMBER 30,</u>	<u>AMOUNT</u>
2023	\$ 3,484,269
2024	2,942,504
2025	2,713,800
2026	2,673,248
2027	2,221,533
Thereafter	<u>4,712,083</u>
Total	<u>\$ 18,747,437</u>

The leases have a right of cancellation clause in the event the Corporation does not receive funding. Total operating lease expense for the year ended September 30, 2022, amounted to \$3,237,717.

**(5) Concentration of credit risk**

Management believes concentrations of credit risk in grants receivable are limited due to contracts with state governmental agencies which management believes are credit-quality. Also, management believes the receivables from these contracts are collectible.

**(6) Contingent liabilities**

The Corporation receives a majority of its funding from federally assisted, pass-through grants from the U.S. Department of Labor, Health and Human Services, and Agriculture through TWC. Program expenditures are subject to program compliance audits by the grantor. Any liability reimbursement, which may arise as a result of these audits, would require reimbursement from nonfederal sources. It is the position of the Corporation that all costs incurred and charged against these funds for the year ended September 30, 2022, are considered eligible under the terms of the contracts and grants.

The Corporation could potentially be a defendant in legal actions from transactions and activities conducted in the ordinary course of business. Management, after consultation with legal counsel, believes the aggregate liabilities, if any, will not be material to the financial statements.

Risk related to grantor concentration – The Corporation’s funding is concentrated in government grants. If funding were discontinued, it would have a severe impact on operations. Services would be curtailed or discontinued, and uncertainty would exist in continuing operations.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2022**

(7) Risk management

The Corporation is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. For all such risks, the Corporation has purchased commercial insurance in varying amounts to mitigate the risk of loss.

(8) Evaluation of subsequent events

Management has evaluated subsequent events through June 23, 2023 the date which the financial statements were available to be issued. No significant subsequent events occurred.

## **FEDERAL AND STATE AWARDS SECTION**

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors  
Alamo Workforce Development, Inc.  
dba Workforce Solutions - Alamo  
San Antonio, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Alamo Workforce Development, Inc. dba Workforce Solutions–Alamo (the Corporation) (a nonprofit organization), which comprise the statement of financial position as of September 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 23, 2023.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Corporation's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

ABIP, PC

San Antonio, Texas

June 23, 2023

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL AND STATE PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE AND THE STATE OF TEXAS SINGLE AUDIT CIRCULAR

To the Board of Directors  
Alamo Workforce Development, Inc.  
dba Workforce Solutions - Alamo  
San Antonio, Texas

**Report on Compliance for Each Major Federal and State Program**

***Opinion on Each Major Federal and State Program***

We have audited Alamo Workforce Development, Inc. dba Workforce Solutions—Alamo's (the Corporation) (a nonprofit organization) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* and the *State of Texas Single Audit Circular* that could have a direct and material effect on each of the Corporation's major federal and state programs for the year ended September 30, 2022. The Corporation's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Corporation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2022.

***Basis for Opinion on Each Major Federal and State Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and the *State of Texas Single Audit Circular*. Our responsibilities under those standards, the Uniform Guidance and the *State of Texas Single Audit Circular*, are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Corporation and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal and state program. Our audit does not provide a legal determination of the Corporation's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Corporations' federal and state programs.

## ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Corporation's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance, and the *State of Texas Single Audit Circular*, will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Corporation's compliance with the requirements of each major federal and state program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance, and the *State of Texas Single Audit Circular*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Corporation's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Corporation's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and the *State of Texas Single Audit Circular*, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the *State of Texas Single Audit Circular*. Accordingly, this report is not suitable for any other purpose.

ABIP, PC

San Antonio, Texas  
June 23, 2023



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2022**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL ALN NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>FEDERAL PROGRAMS</u></b>				
<b><u>U.S. Department of Labor</u></b>				
Passed Through Texas Workforce Commission and Texas Veteran's Commission:				
<b>Employment Service Cluster</b>				
Wagner Peyser-Employment Services	17.207	2021WPA001	\$ 286,044	\$ -
Wagner Peyser-Employment Services	17.207	2022WPA001	618,478	-
Training and Employment Navigator	17.207	2022WPB002	59,531	59,531
RAG - Employment Services	17.207	2021RAG001	(84)	-
RAG - Employment Services	17.207	2022RAG001	8,893	-
Wagner Peyser-Workforce Commission Initiatives	17.207	2022WCI001	57,176	-
Veteran's Services - DVOP	17.801	2021TVC001	(371)	-
Veteran's Services - DVOP	17.801	2022TVC001	283,805	-
<b>Total Employment Service Cluster</b>			<u>1,313,472</u>	<u>59,531</u>
Trade Adjustment Assistance Training Program	17.245	2021TRA001	27,252	25,872
Trade Adjustment Assistance Training Program	17.245	2022TRA001	31,525	25,786
<b>Total ALN #17.245</b>			<u>58,777</u>	<u>51,658</u>
<b>WIOA Cluster</b>				
Adult Services	17.258	2020WOA001	2,698	-
Adult Services	17.258	2020WOA001	3,732	11,983
Adult Services	17.258	2021WOA001	674,709	(15,317)
Adult Services	17.258	2021WOA001	3,243,169	2,980,564
Adult Services	17.258	2022WOA001	401,623	-
Military Family Support	17.258	2021WOS001	42,079	41,945
Military Family Support	17.258	2022WOS001	101,621	101,323
Workforce Community Initiatives	17.258	2022WCI001	129,269	121,827
Adult - High Demand Job Training	17.258	2020HJT001	12,024	-
Adult - Texas Industry Partner	17.258	2021TIP002	35,709	-
Adult - Texas Industry Partner	17.258	2022TIP001	117,177	-
Youth Services	17.259	2020WOY001	179,702	168,949
Youth Services	17.259	2021WOY001	3,068,161	2,156,180
Youth Services	17.259	2022WOY001	531,165	228,487
Dislocated Services	17.278	2020WOD001	21,720	-
Dislocated Services	17.278	2020WOD001	64,968	(12,145)
Dislocated Services	17.278	2021WOD001	598,650	(21,175)
Dislocated Services	17.278	2021WOD001	3,315,180	3,179,196
Dislocated Services	17.278	2022WOD001	153,169	-
Externship for Teachers	17.278	2022EXT001	188,633	180,768
Dislocated Services - WIOA - Statewide Activities	17.278	2019WAF001	(5,483)	(5,483)
Rapid Response	17.278	2021WOR001	47,451	38,378
Rapid Response	17.278	2022WOR001	25,571	23,433
<b>Total WIOA Cluster</b>			<u>12,952,697</u>	<u>9,178,913</u>
UI-Administration Reemployment Services and Eligibility Assessment	17.225	2021REA001	66,689	33,208
UI-Administration Reemployment Services and Eligibility Assessment	17.225	2022REA001	717,244	602,824
<b>Total ALN #17.225</b>			<u>783,933</u>	<u>636,032</u>
UI-Administration Reemployment Services and Eligibility Assessment	17.273	2021RAG001	830	-
<b>Total ALN #17.273</b>			<u>830</u>	<u>-</u>
WIOA NDW/WIA National Emergency Grants	17.277	2020NDW001	2,376,324	1,774,160
WIOA NDW/WIA National Emergency Grants	17.277	2021NDW001	238,108	191,122
<b>Total ALN #17.277</b>			<u>2,614,432</u>	<u>1,965,282</u>
H-1B Job Training Grant - Alamo Colleges	17.268	Alamo College HG- 30124-17-60-A-48	6,913	6,913
<b>Total U.S. Department of Labor</b>			<u>17,731,054</u>	<u>11,898,329</u>

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2022**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL ALN NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>FEDERAL PROGRAMS (CONTINUED)</u></b>				
<b><u>U.S. Department of Agriculture</u></b>				
Passed Through Texas Workforce Commission:				
SNAP - E&T	10.561	2022SNE001	\$ 1,906,448	\$ 1,663,840
<b>Total U.S. Department of Agriculture</b>			<u>1,906,448</u>	<u>1,663,840</u>
<b><u>U.S. Department of Health and Human Services</u></b>				
Passed Through Texas Workforce Commission:				
<b>CCDF Cluster</b>				
Child Care Development Funds	93.575	2021CCF001	2,977,011	3,029,173
Child Care Development Funds	93.575	2022CCF001	65,115,780	65,116,240
Child Care Quality Funds	93.575	2021CCQ001	103,946	97,356
Child Care Quality Funds	93.575	2022CCQ001	3,009,880	1,563,190
Service Industry Recovery - Child Care Development Funds	93.575	2022CCX001	14,466,724	14,464,963
Child Care Development Funds	93.596	2022CCF001	17,770,427	17,770,427
Child Care Development Funds-Mandatory & Match	93.596	2021CCM001	2,939,398	2,939,398
<b>Total CCDF Cluster</b>			<u>106,383,166</u>	<u>104,980,747</u>
Title XX - Social Services Block Grant	93.667	2021CCF001	178,288	178,288
<b>TANF Cluster</b>				
Temporary Assistance to Needy Families (TANF)	93.558	2021TAF001	173,150	139,987
Temporary Assistance to Needy Families (TANF)	93.558	2022TAF001	4,656,300	4,170,008
Wagner Peyser - Employment Services	93.558	2021WPA001	(7,175)	-
Wagner Peyser - Employment Services	93.558	2022WPA001	47,431	-
TANF - WCI	93.558	2022WCI001	26,950	-
TANF - Non Custodial	93.558	2021NCP001	(4,447)	(4,163)
TANF - Non Custodial	93.558	2022NCP001	223,170	223,170
<b>Total TANF Cluster</b>			<u>5,115,379</u>	<u>4,529,002</u>
Health Profession Opportunity Grant - Alamo College	93.093	90FX0048-05	98	-
<b>Total ALN #93.093</b>			<u>98</u>	<u>-</u>
<b>Total U.S. Department of Health and Human Services</b>			<u>111,676,931</u>	<u>109,688,037</u>
<b>TOTAL FEDERAL FUNDS</b>			<u>131,314,433</u>	<u>123,250,206</u>

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2022**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL ALN NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>STATE PROGRAMS</u></b>				
<b><u>Texas Workforce Commission</u></b>				
Passed Through Texas Workforce Commission:				
Child Care Development Funds	NA	2022CCF001	\$ 2,473,310	\$ 119,677
Child Care DFPS	NA	2021CCP001	1,122	1,122
Child Care DFPS	NA	2022CCP001	5,019,065	4,779,792
Child Care DFPS	NA	2023CCP001	443,515	431,771
Skills Development Fund COVID 19	NA	2020COS002	(92)	-
RAG - Employment Services	NA	2020RAG001	16	-
RAG - Employment Services	NA	2022RAG001	2,134	-
SNAP E&T	NA	2022SNE001	272,004	-
TANF	NA	2022TAF001	887,140	-
TANF - Non Custodial	NA	2022NCP001	162,015	94,909
TANF - Non Custodial	NA	2023NCP001	7,505	1,760
Skills Development Fund	NA	2021SDF001	12,400	12,400
Skills Development Fund	NA	2021SDF003	265,921	265,921
Workforce Commission Initiatives IKEA - Helping Offices Manage Electronically	NA	2021DON001	21,949	-
<b>Total Texas Workforce Commission</b>			<u>9,568,004</u>	<u>5,707,352</u>
<b>TOTAL STATE FUNDS</b>			<u>9,568,004</u>	<u>5,707,352</u>
<b>TOTAL FEDERAL AND STATE FUNDS</b>			<u>\$ 140,882,437</u>	<u>\$ 128,957,558</u>

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2022**

(1) Basis of presentation

The accompanying schedule of expenditures of federal and state awards (the Schedule) includes federal and state grant activity of the Corporation under programs of the federal and state government for the year ended September 30, 2022. The information in this Schedule is presented in accordance with the requirements of the Uniform Guidance and *State of Texas Single Audit Circular*. Because the Schedule presents only a selected portion of the operations of the Corporation, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Corporation.

Federal and state grant funds are considered to be earned to the extent of expenditures were made under the provisions of the grant and, accordingly, when such funds are received, they are recorded as deferred revenue until earned.

(2) Summary of significant accounting policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and the State of Texas Single Audit Circular, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

Workforce Solutions Alamo elected not to use the 10 percent de minimis indirect cost rate.

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**For the year ended September 30, 2022**

**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

**FINANCIAL STATEMENTS**

Type of auditor’s report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?      Yes   X   No
- Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)?      Yes   X   None Reported

Noncompliance material to financial statements noted?      Yes   X   No

**FEDERAL AND STATE AWARDS**

Internal control over major programs:

- Material weakness(es) identified?      Yes   X   No
- Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)?      Yes   X   None Reported

Type of auditor’s report issued on compliance for Major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a) and the *State of Texas Single Audit Circular*?      Yes   X   No

**IDENTIFICATION OF MAJOR FEDERAL PROGRAMS**

<u>ALN Number(s)</u>	<u>Name of Federal Program or Cluster</u>
93.575/93.596	Child Care Development Funds Cluster
93.558	Temporary Assistance to Needy Families

Dollar threshold used to distinguish between Type A and Type B programs: \$3,000,000

Auditee qualified as low-risk auditee?   X   Yes      No

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**For the year ended September 30, 2022**

SECTION I – SUMMARY OF AUDITOR’S RESULTS (CONTINUED)

**IDENTIFICATION OF MAJOR STATE PROGRAMS**

<u>ALN Number(s)</u>	<u>Name of State Program or Cluster</u>
N/A	Child Care Development Funds Cluster
N/A	Temporary Assistance for Needy Families

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee for State Programs?        X   Yes             No

SECTION II – FINANCIAL STATEMENT FINDINGS

None were noted

SECTION III – FEDERAL AND STATE AWARDS FINDINGS AND QUESTIONED COSTS

None were noted

**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**For the year ended September 30, 2022**

<u>PROGRAM</u>	<u>CORRECTIVE ACTION PLAN</u>
No prior audit findings	N/A

# Annual Audit

FY22 Audit:

Janet Pitman, C.P.A., Partner, ABIP, P.C.

## Key Highlights:

- Unmodified (Clean) Audit Opinion
- No Findings or Questioned Costs
- Maintained Low-Risk Audit Status
- Increase in Net Assets by \$76,604





## MEMORANDUM

To: Committee of Six  
From: Adrian Lopez, CEO  
Presented by: Giovanna Escalante-Vela, CFO  
Date: July 26, 2023  
Regarding: TWC Annual Monitoring Report – Update on Resolution

---

**SUMMARY:** On an annual basis, the Texas Workforce Commission reviews financial, compliance, and contract requirements. This review covered the period from July 1, 2021 – to July 31, 2022. This review identified opportunities to strengthen management controls and support compliance with contract requirements. The Board was able to successfully resolve Findings 1 and 3 and received audit resolution from TWC and is currently awaiting final resolution for finding 2. There are no fiscal impacts as a result of these findings.

**ANALYSIS:** The monitoring report identified three findings.

**FINDING #1:** The Board did not comply with federal and state procurement requirements for six workforce center leases. The Board should strengthen controls over expiring contracts. The Board should adhere to the requirements of the FMGC and should reprocore the workforce center leases in compliance with federal and state requirements. In addition, the Board should reprocore the contract for a broker before requesting additional services.

**TWC RECOMMENDATION:** The Board should strengthen controls over expiring contracts. The Board should adhere to the requirements of the FMGC and should reprocore the workforce center leases in compliance with federal and state requirements. In addition, the Board should reprocore the contract for a broker before requesting additional services.

**UPDATE:** On July 14, 2023, the Board received TWC Audit Resolution staff confirmation that Finding #1 is resolved.

**FINDING #2:** In nine of fourteen (64 percent) applicable Non-Custodial Parent (NCP) case files tested, the request to remove was not sent within the required timeframe to the Office of the Attorney General (OAG). The requests were sent, ranging from 16 to 87 days late. In addition, four were sent early, prior to the participant being non-compliant for 30 days. The Board should strengthen controls to ensure compliance with NCP requirements.

**TWC RECOMMENDATION:** The Board should strengthen controls to ensure compliance with NCP requirements.

**UPDATE:** Pending resolution.

**FINDING #3:** The Board did not ensure the Board's external program monitoring services were procured. The Board extended the contract for the Board's external program monitors, which expired on September

30, 2022, with no more options to renew. Instead of re-procuring, the Board completed a contract extension for 90 days, as of October 1, 2022, to increase the budget and to test low-income childcare eligibility case files.

Full and open competition procurement was limited by not re-procuring the monitoring services contract. During the 90-day extended monitoring period, the Board had not used TWC funding to pay for the services. The Board should strengthen controls to ensure that program monitoring services are procured and conducted in compliance with federal, state, and local requirements to allow full and open competition. In addition, the Board should ensure that program monitoring services have been reprocured.

**TWC RECOMMENDATION:** The Board should strengthen controls to ensure that program monitoring services are procured and conducted in compliance with federal, state, and local requirements to allow for full and open competition. In addition, the Board should ensure that program monitoring services have been reprocured.

**UPDATE:** On May 22, 2023, the Board received confirmation from TWC Audit Resolution staff that Finding #3 is resolved.

**FISCAL IMPACT:** None

**STAFF RECOMMENDATIONS:** Procurement: The Board has implemented policies and procedures for the leases and strengthened controls for the procurement of leases. The Board has worked diligently and closely with TWC to address all findings. Actions taken include current needs determinations and market assessments. Additionally, as recommended by TWC, a detailed lease market analysis was completed to demonstrate cost reasonableness. All required/recommended documents have been sent to TWC, and findings are considered resolved by TWC. Board staff will continue strengthening its controls and performing continuous internal desk reviews of all leases to ensure proper procurement and demonstrate cost reasonableness.

**NEXT STEPS:** Implement a Technical Assistance Plan for monitoring to clear the findings in subsequent reviews of compliance with NCP requirements.

**ATTACHMENTS:** TWC Monitoring Report #23.20.0001 has previously been provided and is available upon request.