



## **EXECUTIVE COMMITTEE MEETING**

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

**October 20, 2023**

**10:00 AM**

### **AGENDA**

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

Citizens may appear before the Committee to speak for or against any item on the Agenda in accordance with procedural rules governing meetings. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of meeting. Questions relating to these rules may be directed to Caroline Goddard at (210) 322-6296.

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

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

Workforce Solutions Alamo is an equal opportunity employer/program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Caroline Goddard at (210) 322-6296 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- I. CALL TO ORDER  
Presenter: Leslie Cantu, Committee Chair
- II. ROLL CALL AND QUORUM DETERMINATION  
Presenter: Leslie Cantu, Committee Chair
- III. DECLARATIONS OF CONFLICT OF INTEREST  
Presenter: Leslie Cantu, Committee Chair
- IV. PUBLIC COMMENT  
Presenter: Leslie Cantu, Committee Chair
- V. CONSENT AGENDA (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Leslie Cantu, Committee Chair
  - a. Meeting Minutes – August 11, 2023
  - b. Contract Summary and RFP Updates
  - c. Educare Update
  - d. Texas Rising Star Assessment Update
  - e. TRS Contracted Slots Pilot Briefing
  - f. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
  - g. FY24 Child Care Budget Briefing
  - h. Success Stories
  - i. Youth Performance Briefing
  - j. Youth Career Pathways Events
  - k. FY24 Youth Program Goals
  - l. Rural & Urban Youth Success Stories
  - m. greater:SATX and Talent Pipeline Management Implementation Update
  - n. Procurement Diversity Update (SMWVBE)
  - o. Sector-Based Model Update – Sector-Based Score Cards & Strategic Partnership Manager Update
    - i. Partnership Highlight – Communities In Schools
  - p. Performance, Programs, and Operational Updates
  - q. Quality Assurance Update & TWC Audit Resolution
  - r. Monitoring Outcomes and Technical Assistance
  - s. TWC Performance – Median Earnings at Q2
- VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Mary Batch, Audit & Finance Committee Chair
  - a. Financial Reports
  - b. Chief Financial Officer Staffing Augmentation Services

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- VII. EARLY CARE & EDUCATION COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Ana DeHoyos O'Connor, Early Care & Education Committee Chair
- a. Childcare Performance Briefing
  - b. Policy: CCS 11, C6 Maintenance of a Waiting List and Board Priority Groups
- VIII. YOUTH COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Anthony Magaro, Youth Committee Chair
- a. Student HireAbility Updates
  - b. SEAL Program Updates
- IX. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Eric Cooper, Strategic Committee Chair
- a. Facility Updates
    - i. Port SA
    - ii. Walzem/O'Connor
- X. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)  
Presenter: Dr. Sammi Morrill, Oversight Committee Chair
- a. Rural Partnership Update
  - b. Changes to Board of Directors Composition
- XI. CEO REPORT  
Presenter: Adrian Lopez, CEO
- a. Applications for Funding
  - b. Ready to Work Program & Monitoring
  - c. Update on Datapoint
- XII. CHAIR REPORT  
Presenter: Leslie Cantu, Committee Chair
- a. BOD Attendance and Demographics
- XIII. NEXT MEETING: TBD, 2024
- XIV. 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 Seeks the Advice of its Attorney as Privileged Communications Under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas;

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

XV. ADJOURNMENT

Presenter: Leslie Cantu, Committee Chair

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# CONSENT AGENDA ITEMS





## **EXECUTIVE COMMITTEE MEETING - MINUTES**

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

**August 11, 2023**

**10:00 AM**

**BOARD OF DIRECTORS:** Leslie Cantu (Chair), Mary Batch, Yousef Kassim, Eric Cooper, Ana DeHoyos O'Connor, Dr. Sammi Morrill (10:05am), Anthony Magaro (10:24am), Dr. Burnie Roper, Esmeralda Perez

**WSA STAFF:** Adrian Lopez, Adrian Perez, Giovanna Escalante-Vela, Penny Benavidez, Jessica Villarreal, Jeremy Taub, Chuck Agwuegbo, Caroline Goddard, Dr. Ricardo Ramirez, Rebecca Espino Balencia, Terry Trevino, Vanessa McHaney, Randy Davidson, Jennifer Ledford, Christine Dever, Manuel Ugues, Roberto Corral, Brenda Garcia, Jason Rodriguez, Sylvia Perez, Angela Bush, Aaron Bieniek, Sandra Rodriguez, Trema Cote, Aaron Smith

**PARTNERS:** Diane Rath, Mike Ramsey, Amy Contreras, Cliff Herberg

**WSA LEGAL COUNSEL:** Frank Burney, Karen Monsen

**GUESTS:** None.

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**I. CALL TO ORDER**

Presenter: Leslie Cantu, Committee Chair

**At 10:00am, Chair Leslie Cantu called the meeting to order.**

**II. ROLL CALL AND QUORUM DETERMINATION**

Presenter: Leslie Cantu, Committee Chair

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

**III. DECLARATIONS OF CONFLICT OF INTEREST**

Presenter: Leslie Cantu, Committee Chair

**None.**

**IV. PUBLIC COMMENT**

Presenter: Leslie Cantu, Committee Chair

**None.**

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

Presenter: Leslie Cantu, Committee Chair

- a. Meeting Minutes – June 9, 2023
- b. Contract Summary and RFP Updates
- c. Update on Procurement Process Completion
- d. Financial Reports
- e. Early Matters Update
- f. Child Care Performance Briefing
- g. TRS Contracted Slots Pilot Briefing
- h. Entry Level Designation & Efforts Towards Increasing and Accessing Quality
  - i. Pre-K 4 SA
  - ii. United Way
  - iii. Region 20
- i. Success Stories

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- j. Procurement Diversity Update (SMWVBE)
- k. Local Plan Update
- l. Sector Based Model Update
  - i. Sector Based Score Cards
  - ii. Strategic Partnership Manager Update
- m. Performance, Programs, and Operational Updates
- n. Quality Assurance Update & TWC Audit Resolution
- o. Monitoring Outcomes and Technical Assistance
- p. TWC Performance – Youth Employed/Enrolled
- q. Contract Award Job Placement and Worksite Monitoring Services (SEAL FY24)
- r. Contract Renewal Legal Services
- s. Policy for Board-Provided Meals
- t. Policy for Internal Monitoring and Oversight of Cash Substitutes

**Upon motion by Eric Cooper and seconded by Mary Batch, the Committee unanimously approved the Consent Agenda items a. through t.**

## VI. AUDIT AND FINANCE COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mary Batch, Audit & Finance Committee Chair

- a. FY24 Budget
  - In the FY23 budget amendment #2 the total budget was \$174,234,415 and the FY23 projected expenditures are \$160,216,478. The proposed budget for FY24 is \$192,112,907, which is a 10.26% increase over the previous fiscal year.
  - From FY19 to FY24 the budget has increased from \$104,694,229 to \$192,112,907.
  - Staffing Changes: The budget includes 50 FTEs, which is no change from the previous year. The budget includes part-time interns. It includes options for staff increase such as 3% COLA, 2% maximum merit, SHRM is estimated employers to increase salaries in FY24 by 4.6% so this is consistent with market rates, and 3% performance incentive for exemplary performance as outlined in the board's incentive policy.
  - Other Corporate: Board facilities 12.58% for CAM increases, off-site storage, security system, and HVAC repairs. Equipment related increase by 9.31% for replacement of computers that exceed useful and cloud-based infrastructure. Professional services 6.83% increase for monitoring, legal, other consulting, and temporary staffing services.
  - Workforce Centers: Increase of 15.2% or \$1,026,096 for delivery of Mobile Unit in spring 2024, dedicated CDL driver, Port San Antonio relocation from Marbach, Walzem relocation, and cloud-based technology upgrades to telephones and resource rooms throughout the workforce centers.
  - Reserve and Projects: The Child Care Direct Reserve is \$10,677,098. Projected surpluses are \$214,170 for SEAL at \$60,301 and Ready to Work at \$153,869. Workforce Commission initiatives projects are Red, White & You! and Careers in Texas Industries.
  - Service Delivery: An increase of 10.65% or \$15,785,012 is reflected by

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significant program increases for Ready to Work carry over \$13,696,050, WIOA Youth Services \$627,971, and WIOA Adult Services \$332,446. Covid-19 expired for several grants in FY23, which are highlighted in Line-Item Budget.

- Service Delivery Components: WFC operations and management direct client expenditures which includes tuition, training, work experience, and support services.
- FY24 Service Delivery budget including Ready to Work is \$164,004,337.03 and excluding Ready to Work is \$137,509,217.55. The childcare reserve is \$10,677,097.40.
- FY24 Service Delivery Resource Allocation – Historical Perspective: Before FY21, WSA did not find a budget broken out by county by fund. In FY21, the budget presentation packet showed the Formula Funds were broken out by county and fund. In FY22 and FY23, the average percentage from the Formula Funds was applied to all other Workforce Programs. Historically, the board has utilized a benchmark of 80% Urban and 20% Rural Service Delivery.
- Based on initial estimates, an analysis was completed for each fund resulting in an FY Service Delivery average of 82% for Urban and 18% for Rural. Previously the board would analyze urban and rural expenditures in the aggregate; the partners requested that we now monitor expenditures at the individual county level. A budget amendment should be complete if any county or fund exceeds a 10% straight-line variance. This will require additional resources in staffing and systems. This process would take some time to implement correctly. For FY24, the budget was developed using a fair and equitable resource allocation methodology in accordance with Texas Administrative Code (TAC) Chapter 800, Subchapter B, resource allocation guidance, and in accordance with the interlocal agreement, supporting the strategic objectives of the local plan.
- Approach to Fair and Equitable Resource Allocation: Utilized TAC 800 formulas and TWC Allocation Factors to allocate funds to each county. When a formula does not directly apply, WSA used the following process to establish a fair and equitable distribution of funds by county – Follow the Source of Funding to the Code of Federal Domestic Assistance (CFDA) to determine if a formula can be utilized, determine the target population is being served and if participants could be co-enrolled in a Formula Fund utilizing the formula fund and TWC Allocation Factors, and seek guidance from TWC on Allocation Methodology.
- FY24 Strategic Alignment Budget Adoption: Ensure the budget is developed and implemented utilizing a fair and equitable resource allocation methodology that is in accordance with TAC 800, Subchapter B, resource allocation guidance from the interlocal agreement, and supporting the strategic objectives of the local plan. Chief Elected Officials and partners have requested that the board revisit the interlocal agreement and prepare a budget utilizing the agreed upon methodology in the agreement, “all resource allocation within the AWD shall, to the extent possible and practical considering need, be based upon the federal and state formulas used to allocate funds”.
- FY24 Strategic Alignment Budget Implementation and Monitoring: Partners have requested that the board provide a report by Fund and County, and if there

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is a 10% variance by Fund and County, a budget amendment is prepared. The board is managing millions of dollars, which sometimes could be impractical for smaller counties and amounts. A budget amendment takes a significant effort to prepare and obtain all necessary approvals. The process cannot impact service delivery, where funding is available in other areas. A reasonable budget policy should be developed and adopted with an appropriate minimum floor amount for a budget amendment and percentage.

- FY24 Budget Resource Allocation: Ensure services that conform to the allocations budgeted are delivered in each county. The action is the development of the County Allocation and Service Delivery Report (CASD). Staff are working through specific formulas on allocation fund by fund according to TAC 800, using CFDA numbers as a last resort, and seeking clarity from TWC on any assumptions. Develop County Workforce Councils to implement and seek guidance on developing the Local Plan for the following four-year renewal. The purpose is to enhance transparency regarding how dollars are coming in and out in relation to service delivery and co-planning outreach and partnerships. The result will be fund and county allocations driven by state and federal formulas, the Local Plan, annual outreach plans, special initiatives, and clear communication of the full spectrum of service being provided in each county and associated cost.
- TAC 800 Formula Funds: WIOA Adult and WIOA Youth – (A) 33 1/3 percent on the basis of the relative number of unemployed individuals in areas of substantial unemployment in each workforce area, compared to the total number of unemployed individuals in areas of substantial unemployment in the state, (B) 33 1/3 percent on the basis of the relative excess number of unemployed individuals in each workforce area, compared to the total excess number of unemployed individuals in the state, and (C) 33 1/3 percent on the basis of the relative number of disadvantaged adults in each workforce area, compared to the total number of disadvantaged adults in the state.
- WIOA Dislocated Worker: Insured unemployment, average unemployment, Worker Adjustment and Retaining Notification Act data, declining industries, farmer-rancher economic hardship, and long-term unemployment. Limitation: A weight for each factor was not given, therefore, the board assigned equal weight.
- Choices/TANF: (1) The relative proportion of the total unduplicated number of all families with Choices work requirements residing within the workforce area during the most recent calendar year to the statewide total unduplicated number of all families with Choices work requirements, (2) an equal base amount, and (3) the application of a hold harmless/stop gain procedure. Limitation: An equal base amount was not given, therefore, the board only utilized factor (1).
- SNAP: (1) The relative proportion of the total unduplicated number of mandatory work registrants receiving SNAP benefits residing within the workforce area during the most recent calendar year to the statewide total unduplicated number of mandatory work registrants receiving SNAP benefits, (2) an equal base amount, and (3) the application of a hold harmless/stop gain procedure. Limitation: An equal base amount was not given, therefore, the board only

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utilized factor (1).

- Employment Services: (1) Two-thirds will be based on the relative proportion of the total civilian labor force residing within the workforce area to the statewide total civilian labor force, (2) one-third will be based on the relative proportion of the total number of unemployed individuals residing within the workforce area to the statewide total number of unemployed individuals, and (3) the application of a hold harmless/stop gain procedure. Methodology: Utilized factors (1) and (2).
- Child Care Mandatory (CCDF) and CCP (DFPS): Mandatory childcare primary population includes former DFPS (CCP Funds), Choices, TANF applicant, and SNAP. CCP-DFPS are for in home, foster care, and relative care placed by DFPS. The formula is (1) 50 percent will be based on the relative proportion of the total number of children under the age of five years old residing within the workforce area to the statewide total number of children under the age of five years old, and (2) 50 percent will be based on the relative proportion of the total number of people residing within the workforce area whose income does not exceed 100 percent of the poverty level to the statewide total number of people whose income does not exceed 100 percent of the poverty level.
- Child Care Discretionary and Quality: Childcare primary population includes low income and homeless. The formula is (1) CCDF Discretionary Funds authorized under the Child Care and Development Block Grant Act of 1990, as amended, will be allocated according to the relative proportion of the total number of children under the age of 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area to the statewide total number of children under the age of 13 years old in families whose income does not exceed 150 percent of the poverty level.
- Child Care Match: FY23 required an established match (2%), which is subject to change on an annual basis. The formula is (1) CCDF Matching Funds authorized under the Social Security Act, as amended, together with state general revenue matching funds and estimated appropriated receipts of donated funds, will be allocated according to the relative proportion of children under the age of 13 years old residing within the workforce area to the statewide total number of children under the age of 13 years old.
- Trade Adjustment Act: This program currently stopped accepting new petitions. Still, TWC is encouraging boards to reach out to clients that previously received a petition who are unemployed or whose current income is below the prior rate. TWC did not provide allocation factors for this funding. The board's alternate methodology is allocation of residents by county with an active petition whose service delivery contractor may outreach and provide services through FY25.
- FY24 Budget Special Programs: Middle Skills Grant used the adult formula methodology with CFDA number justification. Military Family Support is for Bexar County only with military base justification. Non-Custodial Parent is for Bexar County only with special initiative justification. RESEA used dislocated worker long-term unemployed factor methodology with target population justification. Student Hire Ability, VR Paid Work Experience, and SEAL used

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the youth formula (VR) methodology with target population justification. Ready to Work is for the City of San Antonio only, exceptions may apply to military-connected residents in Bexar County, with target population justification. Child Care Contracted Slots is for TRS eligible providers with target population justification. Teacher's Externship used an equal distribution methodology.

- FY24 Budget Next Steps Approvals Process: Board of Directors on August 18, 2023, Committee of Six on August 23, 2023, Bexar County Commissioners Court, City of San Antonio City Council, and Area Judges are TBA.

**Upon motion by Ana DeHoyos O'Connor and seconded by Eric Cooper, the Committee unanimously approved the FY24 Budget.**

- b. Contract Update M&O Adult Program Services
  - Negotiations and the contract agreement are being finalized with the approved contractor C2 Global. The contract will be signed in either August or September with an effective date of October 1, 2023.
- c. Contract Renewal Child Care Management Services
  - The scope of work enables the delivery of services and activities to implement and support the childcare funding that provides childcare to eligible families with funds provided by TWC. The service goals align with WSA's strategic plan by removing barriers to employment for skilled and educated workers who desire to reenter the workforce. The estimated annual budget is \$121,653,545. The contractor is City of San Antonio, and the contract term is October 1, 2023, through September 30, 2024. This action exercises the second of three one-year renewals.
- d. Contract Renewal Child Care Quality Services
  - The scope of work facilitates programs and activities to implement and support the Texas Rising Star program. TRS mentors provide mentoring and technical assistance to providers working towards TRS certification as well as ongoing mentoring to ensure quality is maintained and elevated. The estimated annual budget is \$3,996,909. The contractor is City of San Antonio, and the contract term is October 1, 2023, through September 30, 2024. It is scheduled for re-procurement in 2024.
- e. Contract Renewal Financial Audit Services
  - The scope of services specifies the contractor will prepare WSA's annual Federal Tax Return and provide the required annual independent audit of WSA's financial statements, report on internal controls (single audit), and report on compliance for each major federal and state program. The impact is to maintain internal control over financial reporting and compliance with applicable law, regulations, contracts, and award agreements in accordance with Government Auditing Standards. The estimated annual budget is \$75,000. The contractor is ABIP, P.C., and the contract term is October 1, 2023, through September 30, 2024. This action exercises the third of four one-year renewals.
- f. Contract Renewal M&O Youth Program Services
  - The scope of services enables the contractor to develop and employ innovative strategies to support the Board's priorities and TWC's performance measures for the WIOA Youth Program. The impact will be youth development and

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citizenship, such as leadership development through voluntary community service opportunities, adult mentoring, work experience, and enrollment in post-secondary education and employment. The estimated annual budget is \$2,750,000. The contractor is SERCO of Texas, Inc., and the contract term is October 1, 2023, through September 30, 2024. This action exercises the first of three one-year renewals.

**Upon motion by Mary Batch and seconded by Yousef Kassim, the Committee unanimously approved item b. Contract Update M&O Adult Program Services and the Contract Renewals items c. through f. for Child Care Management Services, Child Care Quality Services, Financial Audit Services, and M&O Youth Program Services.**

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

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

a. Texas Rising Star Assessment Update

- Total number of currently certified TRS centers are 153.
- CLI (Children's Learning Institute) from Houston is the new vendor who will be assessing centers and will be ready to continue to monitor and assess by September 1, 2023.

VIII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Strategic Committee Chair

a. Facility Updates

i. Port SA Update

- The board is revising the floor plan to include possible sub-tenants in the facility's final cost. Possible use of alternative materials which are architectural walls to cut down on construction costs and still maintain privacy. TWC's equipment contribution is Form 7100 approved \$251,642.
- Construction will begin late 2023 with a move-in in the spring of 2024.
- Randy Davidson stated that there was a recent update. The new TI allowance is \$2.2 million and a new monthly rent of \$28,365 with an annual increase of 5%. There will be an amendment to the lease that will be brought to the board for approval. Angela Bush stated that even though the rent has slightly increased, the real estate broker did a new market analysis, and this is still the best value based on price. She also stated that the 5% annual increase is consistent with market value across the region.

ii. Walzem Update

- The current monthly rent is \$25,122 with an annual rent of \$301,464. If chosen to stay at this location, the projected monthly rent is \$41,790 with an annual rent of \$501,480 and an annual escalation of 3%.
- The recommendation is not to remain at this facility and to issue landlord notice of non-renewal 90-days prior.
- The recommendation is to move to the O'Connor location. The square

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- feet required is 23,880 with prospective VR integration requiring an additional 7,000 square feet. This location has storage for the WOW bus, designated employee and client parking, and a dedicated VIA link stop.
- The monthly rent will be \$61,690 with an annual rent of \$740,280 and a TI allowance of a maximum of \$80 per square foot. VR will contribute to the overall cost of the build-out and future rent. The rent escalation will be determined upon execution but not to exceed 5%. There will be an initial term of 10-years with two 5-year options to renew.
  - Next steps are to finalize negotiations and to execute the lease.
  - Randy Davidson gave an update that a meeting was held with VR staff, and they agreed that this is a good fit for them.

**Upon motion by Mary Batch and seconded by Anthony Magaro, the Committee unanimously authorized staff to execute a lease at the O'Connor location.**

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

Presenter: Dr. Sammi Morrill, Oversight Committee Chair

### a. Employee Policy Handbook Revision

#### i. Employee Incentive Policy

- Formalizes an incentive program that provides the Executive Leadership discretion to provide additional compensation for the board staff who has exceeded performance expectations.
- Creates a reasonable and necessary incentive policy to retain and motivate valued employees who demonstrate a commitment to the agency.
- Award types include lump sum monetary or non-monetary awards for additional recognition, training development, or continuing education.
- The criteria include a lump sum to recognize a specific achievement, an incentive plan with goals, established criteria, and regular payouts when performance exceeds goals, and non-monetary awards can include recognition, career development opportunities, and attendance for special lectures, training programs, and conferences.
- The limitations are awards may not exceed \$10,000 or 5% of the employee's base salary.

#### ii. Remote Work Policy

- Formalizes a policy that provides the agency discretion to hire an applicant or enter a telecommuting arrangement with eligible employees who reside more than 100 miles away from an agency office but within the state of Texas as a fully remote employee ("Long-Distance Remote Work").
- The criteria include applicants who live more than 100 miles away, applying for and are the best candidate for a mission-critical position, and mission-critical functions of the job are capable of being performed remotely may be eligible for Long-Distance Remote Work.
- Employees who move more than 100 miles away from their assigned

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place of employment but remain within the state of Texas are eligible to be considered for Long-Distance Remote Work is the remote work arrangement is in the best interest of the agency and the employee performs mission-critical functions that are capable of being performed remotely.

- The limitations include an employee must be in good standing, meaning the employee must not be subject to a Performance Improvement Plan (“PIP”), any disciplinary action, or have been subject to a PIP or disciplinary action within the last six months. Long-Distance Remote Work is at the agency’s sole discretion and may be withdrawn at any time.
- Eric Cooper asked about commuting expenses for a remote worker who needs to come in for meetings. CEO Adrian Lopez stated that this issue will be addressed once the policy is approved. He also stated that they are not anticipating a lot of travel for those remote positions. The line item for travel in the budget has increased and this could potentially cover those costs unless the costs are associated with a specific grant.
- Anthony Magaro expressed his concerns on providing an at home office for staff and also worker’s comp. He also offered his assistance to discuss these issues. Ana DeHoyos O’Connor also suggested a small stipend to allow staff to purchase what they need. CEO Adrian Lopez stated that all their recommendations will be taken into consideration.

**Upon motion by Mary Batch and seconded by Ana DeHoyos O’Connor, the Committee unanimously approved the Employee Incentive Policy and the Remote Work Policy.**

- b. Update to Develop an Operational Plan for the Interlocal/Partnership Agreement to Address Rural Judges’ Service Delivery Concerns
  - In response to concerns raised by the Area Judges and in the interest of addressing the concerns in perpetuity, WSA and the partners are working to define operational standards to ensure the Interlocal/Partnership agreement is translated into Standard Operating Procedures. It is focused on communication, budget management, and performance design/monitoring. WSA is requesting Board approval of overall strategy.
  - At the March 22, 2023, meeting of the Area Judges, action was taken to request guidance from TWC regarding bifurcation of the Workforce Development Area into Urban and Rural. Summarized concerns were service, communication, and governance.
  - At the April 26, 2023, meeting of the Area Judges, they were informed that TWC would not support the bifurcation request. Recommended action was to have a work session between the partner staff and WSA, and a work session for the Committee of Six to discuss the issues.
  - On May 22, 2023, WSA staff, the partners, and WSA Board of Directors Chair met. The partners reviewed the Interlocal and Partnership agreements to summarize the partners’ preferences. The Rural Judges’ Liaison shared the summary of issues the Area Judges would like addressed which are to conform

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to federal and state laws and the Interlocal/Partnership agreements, ensure services conform to budget allocations are delivered in each county, report quarterly on allocation/expenditure/number served, workforce center in each county, except McMullen, to do outreach and intake for all programs, ensure each center has the capacity to perform childcare outreach and maintain a waiting list in all counties if funding is not available, and ensure contractors' contracts conform to the Partnership agreement.

- On May 25, 2023, a work session occurred to begin drafting an Interlocal/Partnership Operational Agreement that specified mutually agreeable operational standards to address these concerns.
- In addition to the partner work sessions, WSA staff has acted immediately to enhance services such as authorizing a full-time representative to be available in Bandera and a representative available in McMullen Tuesday through Thursday, seeking approval from TWC TANF budget to support outreach operations to engage and serve more individuals who qualify for TANF, executed Community Conversations on Childcare in each of the rural communities which resulted in Kerr EDC matching childcare funds.
- WSA staff, having secured a format to address the issues and after being provided requests in writing have made the adult, youth, and childcare contractors aware on July 5<sup>th</sup> and 6<sup>th</sup> of the requested additions to the upcoming contractor agreements. On July 17<sup>th</sup>, TWC suggested caution as it pertains to creating additional requirements not required by the agreements with TWC, working on legal opinion regarding DOL requirements on priority of services, and additional meetings to be scheduled with childcare and monitoring units within TWC.
- On July 17<sup>th</sup> and 28<sup>th</sup> partner staff was briefed on the following recommendations:
  1. Follow applicable laws and agreements and ask Co6 if unsure. Develop an Interlocal/Partnership Agreement Operational Plan that will be updated as needed through Co6 action. Partner feedback is satisfactory and finalizing draft for review.
  2. Allocate resources per Partnership Agreement's new interpretation of Partnership Agreement VII A. Sent allocation formulas to TWC for validation. Establish County Workforce Councils for outreach and partnership plans. Partner feedback is satisfactory. TWC has provided allocation factors as of August 1, 2023.
  3. Report on allocation/expenditure/number served with 10% variance explanations. Establish a County Allocation and Service Delivery Report (CASD), Commissioner Court presentations, and urban/rural budget allocations. Partner feedback is the expectation is county-by-county and program-by-program budget adopted and waitlists used if budget adjustment is required.
  4. Staff presence in all counties except McMullen with ability to enroll and assessment of need. Acted immediately to assign staff, have included in adult contractor agreement, will enact assessment annually, and included in the Operational Plan. Partner feedback is satisfactory.

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5. Childcare outreach and waiting list with staff ability to enroll. The contractor has indicated specificity regarding in-person presence not articulated RFP but will respond to requests for such service and are doing so currently. Partner feedback is new waitlists can be maintained but not filled on a county-by-county budget basis.
  6. Contractor's agreements conform to Partnership Agreement. Contractor agreements are currently being negotiated with a focus on integrating service delivery into agreements. Partner feedback is expectation is program-by-program and county-by-county budget.
- If the partners work sessions and recommendations do not derive consensus solutions, then the Area Judges through their Liaison have communicated options such as mediation or withholding approval of the WSA annual budget.
  - Recommendation is for board staff to continue to work with TWC to assess impacts on updates to the budget and performance procedures, continue to integrate recommendations with adult, youth, and childcare contractors, and bring Iterative Operational Plan, budget amendments, and other recommendations in coordination with partner staff and Committee of Six.
  - Ana DeHoyos O'Connor encouraged the board to attend the Community Conversations discussions in the rural areas to hear their needs.
  - Dr. Sammi Morrill asked if these negotiations will impact the ability to move forward with the budget. Diane Rath answered that they have no concern with being able to move forward with the budget as they have known about the timeline for approval for months. Diane Rath also emphasized that this is not a new request, or a new requirement and this language has been in the Interlocal and Partnership Agreement for over 20 years. She also stated that this is a result of the area judges noticing a disparity in the levels of service between counties. Eric Cooper stated that he believes the staff have already been working on this equitable model to respond to the needs of the rural communities. He also stated that it appears that there will be a shift from the equitable model to a quality model and wants to give caution for when there is a crisis and resources need to be quickly shifted.

## X. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. Applications for Funding
  - A letter of support has been given to Bluebonnet Technologies LLC.
  - TWC has asked WSA to submit a proposal for the Department of Labor's PROWD funding, which focuses on second chance populations.
- b. Ready to Work Program & Monitoring
  - The initial monitoring has been completed. There were no disallowed costs, however there are some adjustments that need to be made to ensure compliance with Ready to Work's requirements.
- c. Update on Datapoint
  - Presenter: Penny Benavidez, Director Public and Government Relations
  - The unveiling of the Datapoint Career Center will be on September 15, 2023.

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XI. CHAIR REPORT

Presenter: Leslie Cantu, Committee Chair

a. BOD Attendance and Demographics

— Chair Leslie Cantu decided to forgo the Chair Report discussion due to time constraints.

XII. NEXT MEETING: October 20, 2023

XIII. 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 Seeks the Advice of its Attorney as Privileged Communications Under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas;

c. Pending or Contemplated Litigation;

d. Government Code §551.074 – Personnel Matters Involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and

e. Government Code §551.089 – Discussions Regarding Security Devices or Audits.

**The Executive Committee entered into Executive Session at 11:51am and returned to Open Session at 12:03pm. No action was taken.**

XIV. ADJOURNMENT

Presenter: Leslie Cantu, Committee Chair

**Upon motion by Eric Cooper, Chair Leslie Cantu adjourned the meeting at 12:06pm.**

**CERTIFIED AGENDA OF CLOSED MEETING**

**Workforce Solutions Executive Committee Meeting**

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO EXECUTIVE COMMITTEE MEETING, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE MEETING CONDUCTED ON AUGUST 11, 2023, AT 11:51 AM/PM.

1. The Executive Session began with the following announcement by the presiding officer: **“The Workforce Solutions Alamo Executive Committee Meeting is now in Executive Session on August 11, 2023, at 11:51 AM. pursuant to exceptions under Government Code 551.”**

2. SUBJECT MATTER OF EACH DELIBERATION:

**Pursuant to Chapter 551 of the Texas Open Meetings Act, the 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 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.**
3. No further action was taken.
  4. The Executive Session ended with the following announcement by the presiding officer: **“This Executive Session ended on August 11, 2023, at 12:03 PM.**

DocuSigned by:  
  
907F6E1B694F475... (signature)  
Leslie Cantu, Executive Committee Chair

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

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

**Summary:** This report is intended to summarize active contracts the Board has approved or intends to renew or execute through October 31, 2023. Workforce Solutions Alamo Board staff processes contracts, renewals, and amendments, enabling the procurement of goods and services that are reasonable and necessary to administer funds to the greater 13-county Alamo region.

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

<u>Solicitation</u>	<u>Purchase of</u>	<u>Proposal Deadline</u>	<u>Status</u>	<u>Anticipated Board Award Date</u>
<b>RFQ 2023-020</b>	Postage Meter Machines	June 19, 2023	Under Contract	August 2023
<b>RFP2023-029</b>	Access Control Equipment	October 3, 2023	Open	October 2023
<b>RFI 2023-012</b>	Lease Property Search (Walzem)	March 24, 2023	Under Contract	August 2023
<b>RFI 2023-015</b>	Lease Property Search (Kerrville)	April 17, 2023	Pending Award	January 2024
<b>RFA 2023-025</b>	Teacher Externships	September 28, 2023	In Progress	January 2024
<b>RFI 2023-026</b>	Leased Property Search (Hondo)	October 1, 2023	In Progress	December 2024
<b>RFP 2023-002</b>	Management And Operation of Workforce Solutions Alamo – American Job Centers for Adult Program Services	February 6, 2023	Under Contract	June 2023
<b>RFP 2023-027</b>	Chief Financial Officer Staff Augmentation Services	September 7, 2023	Pending Award	October 2023

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

The procurement department takes necessary and affirmative steps to contract with small and minority business firms and other Historically Underutilized Businesses (HUBs) when possible. In addition to pending procurement projects, a list of active contracts and their status is periodically presented to the Board for review. The attached list provides an update on the status of active agreements and upcoming renewals.

**Alternatives:** None.

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

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

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

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

Status	Contract Name/Description	Vendor	Yearly Estimated Amount	Start Date	Lead Date	End Date	Renewals Remaining
Active	Adult Services	C2 Global Professional Services, LLC	\$19,505,317	1-Oct-21	3-Apr-22	30-Sep-22	No renewals remaining
Active	Postage Machine-Data Point	FP Mailing Solutions	\$551	2-Jan-19	2-Jan-23	1-Apr-23	Month to Month
Active	Postage Machine-E. Houston	FP Mailing Solutions	\$299	2-Jan-19	2-Jan-23	1-Apr-23	Month to Month
Active	Postage Machine-Marbach	FP Mailing Solutions	\$551	2-Jan-19	2-Jan-23	1-Apr-23	Month to Month
Active	Postage Machine-S. Flores	FP Mailing Solutions	\$551	2-Jan-19	2-Jan-23	1-Apr-23	Month to Month
Active	ACCESIBE SOFTWARE LICENSE	WEBHEAD	\$2,287	1-Jun-22	2/31/2023	31-May-23	Annual Renewal
Active	Postage Machine-Kerrville	FP Mailing Solutions	\$1,102	1-Jul-21	1-Apr-23	30-Jun-23	Month to Month
Active	Postage Machine-New Braunfels	FP Mailing Solutions	\$1,102	1-Jul-21	1-Apr-23	30-Jun-23	Month to Month
Active	Postage Machine-Seguin	FP Mailing Solutions	\$1,102	1-Jul-21	1-Apr-23	30-Jun-23	Month to Month
Active	Academic Testing Services	Comprehensive Adult Student Assessment Systems (CASAS)	\$4,000	25-Jul-22	25-Apr-23	24-Jul-23	No renewals remaining
Active	Skills Development Assessment Services	LearningMate Solutions, Inc / Job Ready	\$60,000	25-Jul-22	25-Apr-23	24-Jul-23	No renewals remaining
Active	Post Machine Rental-E Houston	FP Mailing Solutions	\$627	11-Jul-22	14-May-23	31-Jul-23	No renewals remaining
Active	Board Book Subscription	Board Book	\$4,000	1-Sep-22	2-Jun-23	31-Aug-24	Annual Renewal
EXPIRED	The Work Number-SSN and Employment Verification (Equifax Verification Services for Social	Equifax/Carasoft	\$70,000	1-Sep-22	4-Mar-23	31-Aug-23	Annual Renewal
Active	NEWSLETTER SUBSCRIPTION	THE BOERNE STAR	\$59	15-Sep-23	15-Jun-23	15-Sep-24	Annual Renewal
Active	ISR MODULAR ROUTER - ASA FIREWALL MAINTENCE	PRESIDIO	\$121,697	19-Sep-18	18-Jun-23	18-Sep-23	Annual Renewal
Active	Social Media Scheduling Tool Subscription	HOOTSUITE	\$627	26-Sep-22	25-May-23	25-Sep-23	Annual Renewal
Active	Security Alarm Monitoring Svcs-Datapoint	ADT/Protection One	\$679	29-Sep-21	30-Jun-23	28-Sep-24	Annual Renewal
Active	Architect and Space Planning Services	LK Design Group Inc.	\$150,000	30-Sep-22	30-May-23	30-Sep-24	No renewals remaining
Active	Child Care Management Services	of San Antonio, Department of Human Ser	\$88,475,343	1-Oct-22	2-Jul-23	30-Sep-23	3- 1 year renewals
Active	Child Care Quality Improvement Activity	The City of San Antonio (COSA)	\$1,529,733	1-Oct-22	2-Jul-23	30-Sep-23	2-1 year renewals
Active	Cognito Forms Enterprise License	Cognito	1,622.40	1-Oct-23	30-Jun-23	30-Sep-24	Annual Renewal
Active	Commercial Janitorial Services	M & Rs Elite Janitorial Solutions	\$213,520	1-Oct-21	3-Jul-23	30-Sep-24	4- 1 year renewals
Active	Financial Audit Services	ABIP, PC	\$67,050	1-Oct-22	2-Jul-23	30-Sep-24	No renewals remaining

Status	Contract Name/Description	Vendor	Yearly Estimated Amount	Start Date	Lead Date	End Date	Renewals Remaining
Active	GAZELLE SOFTWARE SUBSCRIPTION	ABILA - GAZELLE	\$12,075	1-Oct-22	30-May-23	30-Sep-24	Annual Renewal
Active	Grant Writer Services	TJD Consulting	\$7,000	23-May-2023	1-Aug-2023	30-Sep-2024	No renewals remaining
Active	Guard Services	Vets Securing America	\$369,000	1-Jan-23	30-Apr-23	30-Sep-23	4- 1 year renewals
Active	Job Placement and Worksite Monitoring Services	Professional Contract Services Inc.	\$138,240	1-Oct-22	2-Jul-23	30-Sep-23	No renewals remaining
Active	Legal Services	Martin & Drought, P.C.	\$90,000	1-Oct-22	2-Jul-23	30-Sep-24	2- 1 year renewals
Active	New CFO Candidate - Hire Solutions - Irlanda Cassidy	Hire Solutions	\$17,000	20-Jun-22	30-Aug-23	30-Sep-23	1-1 year renewal
Active	NIMBLE SUPPORT SERVICES	FreeIT Data Solutions, Inc	\$7,172	20-Jul-22	30-Jun-23	30-Sep-24	Annual Renewal
Active	Youth Services	Serco of Texas Inc.	\$2,500,000	1-Oct-22	2-Jul-23	30-Sep-23	3- 1 year renewals
Active	Postage for VR Staff-Datapoint	FP Mailing Solutions	\$1,555	1-Oct-20	3-Jul-23	1-Oct-23	Auto-Renewal
Active	Safe Cabinet Filing System	Gallion Consulting	\$28,532	1-Oct-22	3-Jul-23	1-Oct-23	Annual Renewal
Active	NORTH SAN ANTONIO CHAMBER OF COMMERCE MEMBERSHIP	NORTH SA COC	\$1,500	26-Oct-22	26-Jul-23	26-Oct-23	Annual Renewal
Active	Temporary Staffing Services	Human Capital International, LLC dba Integrated Human Capital	\$75,000	1-Nov-22	2-Aug-23	31-Oct-23	2-1 year renewals
Active	Temporary Staffing Services	LK Jordan	\$250,000	1-Nov-22	2-Aug-23	31-Oct-23	2-1 year renewals
Active	Web Development & Site Content Support Services	Web-Head Technologies	\$81,047	1-Nov-22	2-Aug-23	31-Oct-23	No renewals remaining
Active	WEBSITE HOST/PRODUCTION DEVELOPMENT	Web-Head Technologies	\$1,838	1-Jul-22	30-Apr-23	31-Oct-23	Annual Renewal
Active	WORK NUMBER SERVICES EMPLOYMENT AND SSN VERIFICATION SERVICES	CARAHSOFT TECHNOLOGY CORPORATION	\$70,000	1-Sep-22	6/31/2023	31-Oct-23	Annual Renewal
Active	CFO Staff Augmentation Services	Collective Strategies	\$360,000	7-May-23	7-Feb-23	7-Nov-23	No renewals remaining
Active	S. Flores Fire and Burglar Alarm Services	ADT LLC	\$2,224	10-Nov-22	9-Aug-23	9-Nov-23	Annual Renewal
Active	Advertised Opportunities (job board)	Breezy HR, Inc.	\$6,375	24-Nov-22	27-Jul-23	23-Nov-23	Annual Renewal
Active	Procurement Management Software	Bonfire Interactive Ltd	\$24,950	1-Dec-22	1-Sep-23	30-Nov-23	Annual Renewal
Active	Language Interpreter Services	Universal Technical Translation	\$4,050	1-Jan-23	22-Sep-23	31-Dec-23	No renewals remaining
Active	Locksmith Services	Crites Downtown Lock & Key	\$1,595	1-Jan-23	31-Oct-23	31-Dec-23	No renewals remaining
Active	Pest Control Services	Orkin LLC - Deborah Toth	\$9,333	1-Jan-23	22-Sep-23	31-Dec-23	1-1 year renewal
Active	Postage Machine-Urban	FP Mailing Solutions	\$6,755	31-Dec-22	4-Jul-23	31-Dec-23	Auto-Renewal

Status	Contract Name/Description	Vendor	Yearly Estimated Amount	Start Date	Lead Date	End Date	Renewals Remaining
Active	Professional Employer Services Agreement	SWBC Professional Employer Services III, LLC	\$30,000	8-May-21	7-Sep-23	31-Dec-23	3- 1 year renewals
Active	Program Monitoring Services	Christine H Nguyen, CPA	\$142,840	12-Dec-22	3-Aug-23	31-Dec-23	4 - 1 year renewals
Active	SA CHAMBER MEMBERSHIP	SA CHAMBER OF COMMERCE	\$568	1-Jan-23	31-Aug-23	31-Dec-23	Annual Renewal
Active	Subrecipient: Contracted Slots	Ascension DePaul Services, DePaul Children's Center	\$167,051	27-Jul-22	31-Jul-23	31-Dec-23	2-1 year renewals
Active	Subrecipient: Contracted Slots	Converse Christian School & Early Learning Center	\$182,457	27-Aug-22	31 Jun 23	31-Dec-23	2-1 year renewals
Active	Subrecipient: Contracted Slots	La Mission Childcare and Kid Kamp	\$137,642	27-Jul-22	2-Oct-23	31-Dec-23	2-1 year renewals
Active	BIOMED MEMBERSHIP - SURVEY WORKFORCE DATA SERVICES	BIOMED SAN ANTONIO	\$1,000	1-Jan-23	1-Oct-23	1-Jan-24	Annual Renewal
Active	Postage Machine-Walzem	FP Mailing Solutions	\$299	2-Jan-19	3-Oct-23	1-Jan-24	Auto-Renewal
Active	Adobe Creative Cloud Subscription	CCB (Consistent Computer Bargain)	\$1,452	6-Jan-23	1-Dec-23	6-Jan-24	Annual Renewal
Active	DATA ANALYTIC SOFTWARE	EMSI	\$19,500	9-Jan-23	8-Oct-23	8-Jan-24	Annual Renewal
Active	Fiscal Monitoring Services	Christine H Nguyen, CPA	\$136,605	1-Feb-22	3-Oct-22	31-Jan-24	3- 1 year renewals
Active	Storage Facility	Safesite, Inc	\$8,328	1-Feb-23	4-Aug-23	31-Jan-24	No renewals remaining
Active	E Signature Software	DOCUSIGN	\$19,872	15-Feb-23	14-Nov-23	14-Feb-24	Annual Renewal
Active	Marketing & Outreach Services	Texas Creative	\$100,000	21-Feb-23	22-Nov-23	20-Feb-24	2-1 year renewals
Active	Teacher Externships	Alliance for Technology Education In Applied Science and Math	\$162,500	1-Mar-23	28-Sep-23	28-Feb-24	No renewals remaining
Active	Electrical Services	All Star Electric	\$24,400	1-Mar-23	23-Oct-23	29-Feb-24	No renewals remaining
Active	Network & UC Managed Services	Barcom Enterprises	\$119,520	1-Mar-23	30-Dec-23	29-Feb-24	Annual Renewal
Active	On Call Plumbing Services	1st Aid Plumbing Inc	\$30,000	1-Mar-23	1-Aug-23	29-Feb-24	2-1 year renewals
Active	Commerical Real Estate Broker	PCR Brokerage San Antonio LLC	Commission Based	18-Mar-23	1-Dec-23	12-Mar-24	4-1 year renewals
Active	Email outreach software	Constant Contact	\$8,644	16-Mar-23	16-Dec-23	16-Mar-24	Annual Renewal
Active	SWBCU Online Training Services for Staff	Southwest Business Corporation (SWBC)	\$3,000	23-Mar-23	23-Jan-24	23-Mar-24	Annual Renewal
Active	Lawn Care Maintenance-Pearsall	Arriazola Lawn Care Services	\$480	1-Apr-23	31-Dec-23	31-Mar-24	2-1 year renewals
Active	Executive and Professional Recruitment Service	Tranquil Multi Dynamic Advisory LLC	\$40,264	1-Apr-23	1-Jan-23	1-Apr-24	3- 1 year renewals
Active	E FAX FOR SAFB LOCATION	Nextivia	\$23	4-Apr-23		3-Apr-24	Auto-Renewal

Status	Contract Name/Description	Vendor	Yearly Estimated Amount	Start Date	Lead Date	End Date	Renewals Remaining
Active	ArcGIS-Mapping Software	ESRI	\$200	6-Apr-23	5-Jan-23	6-Apr-24	Annual Renewal
Active	GRAPHIC DESIGN SOFTWARE	Canva	\$119	8-Apr-23	8-Jan-23	8-Apr-24	Annual Renewal
Active	Sales and Service Cloud Enterprise	Salesforce Inc	\$614	13-Apr-23	12-Jan-24	12-Apr-24	Annual Renewal
Active	Monitoring, Targeting and Reporting	Agility PR Solutions	\$24,778	18-Apr-22	17-Jan-24	17-Apr-24	Annual Renewal
Active	MICROSOFT OFFICE 365 SOFTWARE LICENSE	CONSISTENT COMPUTER BARGAIN	\$36,958	21-Apr-23	20-Jan-24	20-Apr-24	Annual Renewal
Active	Commercial Insurance Broker	SWBC Insurance	Commission Based	1-May-23	30-Jan-24	30-Apr-24	4 - 1 Year Renewals
Active	Moving Services	Scobey Moving & Storage, LTD.	\$25,000	1-May-23	25-Dec-22	30-Apr-24	2-1 year renewals
Pending	Compliance Hotline Provider	Lighthouse Services	\$260	15-May-23	15-Apr-23	15-May-24	Annual Renewal
Active	Work Readiness Training for SEAL	SA Trainers, LLC dba Partners in Progress	\$80,000	16-May-23	15-Feb-23	15-May-24	1-1 year renewal
Active	3YR VMWARE LICENSE- Virtualiztion Server	COMPUTER SOLUTIONS	\$10,573	26-Mar-21	17-Feb-24	17-May-24	1-3 year renewal
Active	1YR VMWARE LICENSE- Virtualization Server	COMPUTER SOLUTIONS	\$31,546	19-May-23	18-Feb-24	18-May-24	Annual Renewal
Active	Cisco Wireless Access Point Support- Pearsall	BARCOM	\$72	1-Jun-23	30-Mar-24	31-May-24	Annual Renewal
Active	Mat Rentals	Service Uniform	\$37,281	1-Jun-21	31-Jan-24	31-May-24	No renewals remaining
Active	MIP MAINTENCE & SUPPORT	ABILA	\$16,186	1-Jun-23	31-Jan-23	31-May-24	Annual Renewal
Active	Domain-WSAlamo.org	Go Daddy	\$62	13-Jun-23	13-May-24	12-Jun-24	Annual Renewal
Active	Web Based IT staff Training	SOLID BORDER	\$8,642	14-Jun-23	13-Mar-24	13-Jun-24	Annual Renewal
Active	12 MOS SERVER DIRECTORY AUDITOR	FreeIT Data Solutions, Inc	\$5,787	1-Jul-22	30-Mar-23	14-Jun-24	Annual Renewal
Active	Netwrix Auditor for Active Directory/File Servers	FreeIT Data Solutions, Inc	\$6,104	15-Jun-23	15-Mar-23	14-Jun-24	Annual Renewal
Active	Maintenance Handyman Services	360TXC LLC.	\$13,860	19-Jun-23	19-Jan-24	19-Jun-24	3-1 Year Renewal
Active	SAS ANALYTICAL SOFTWARE MAINT/LIC AGREEMENT	EXECUTIVE INFORMATION SYSTEMS LLC	\$1,704	30-Jun-22	29-Mar-23	29-Jun-24	Annual Renewal
Active	APPSPACE 24MOS DIGITAL SIGNS	PRESIDIO	\$32,400	1-Jul-22	30-Apr-24	30-Jun-24	Annual Renewal
Active	NATIONAL ASSOCIATION WORKFORCE BOARD MEMBERSHIP	NAWB	\$3,000	1-Jul-23	20-Mar-24	30-Jun-24	Annual Renewal
Active	Vistana Front Doorbell Service Agreement	ADT LLC	\$1,019	13-Jul-23	13-Apr-23	12-Jul-24	Auto Renewal
Active	HVAC PM Services	Fixya Air, LLC	\$30,000	15-Jul-23	15-Feb-24	14-Jul-24	2-1 year renewals

Status	Contract Name/Description	Vendor	Yearly Estimated Amount	Start Date	Lead Date	End Date	Renewals Remaining
Active	Cognito Forms Enterprise License	Cognito	\$1,334	1-Aug-23	30-May-23	31-Jul-24	Annual Renewal
Active	Document Destruction	Shred-It (Stericycle)	\$15,000	1-Aug-23	1-Feb-24	31-Jul-24	3- 1 year renewals
Active	Security Operations Center (SOC) Services	FreeIT Data Solutions, Inc	\$102,664	18-Jul-22	2-Jul-23	18-Aug-24	2- 1 year renewals
Active	MICROIX SUPPORT & MAINTENCE SOFTWARE	MICROIX	\$3,674	21-Aug-22	20-May-23	20-Aug-24	Annual Renewal
Active	SAGE ASSEST LICENSE & SUPPORT	SAGE	\$6,857	31-Aug-23	3-Mar-22	30-Aug-24	Annual Renewal
Active	IT Cloud Services	Freeit Data Solutions, Inc.	\$101,201	20-Jul-22	2-Jul-23	1-Sep-24	2- 1 year renewals
Active	Leased Copier and Supplies-S Flores	Xerox Financial Services	\$23,582	1-Nov-19	2-Aug-24	31-Oct-24	No renewals remaining
Active	Walzem Burglar Alarm System Services	True Protection LLC	\$1,878	1-Nov-23	14-Jul-24	1-Nov-24	Annual Renewal
Active	Printer Leases	DOCUmentation	\$32,697	1-Aug-21	3-Jun-24	30-Nov-24	No renewals remaining
Active	3YR WEBEX LICENSES - Web conferencing	Barcom	\$10,440	30-Nov-21	1-Oct-24	1-Jan-25	1-3 year renewal
Active	RTW- Intake, Assesment and Case Management	Chrysalis Ministries	\$5,376,545	21-Jun-22	22-Jul-24	22-Jan-25	3-1 Year Renewal
Active	Leased Copier and Supplies-various locations	Xerox Financial Services	\$186,035	1-Mar-20	30-Nov-24	28-Feb-25	No renewals remaining
Active	IX-3 Postage Meter	Quadient	\$4,017	12-Feb-22	13-Nov-24	12-May-25	No renewals remaining
Active	RTW- Intake, Assesment and Case Management	The City of San Antonio (COSA)	\$102,390,463	13-May-22	14-Nov-24	13-May-25	3-1 Year Renewal
Active	RTW- Intake, Assesment and Case Management	YWCA Olga Madri Center	\$5,280,206	1-Jun-22	23-Dec-24	21-Jun-25	3-1 Year Renewal
Active	RTW- Intake, Assesment and Case Management	ECE at Texas A&M University	\$6,740,909	22-Jun-22	24-Dec-24	22-Jun-25	3-1 Year Renewal
Active	RTW- Intake, Assesment and Case Management	Family Services Assoication of SA	\$9,432,421	22-Jun-22	23-Jan-25	22-Jun-25	3-1 Year Renewal
Active	RTW- Intake, Assesment and Case Management	San Antonio Food Bank	\$6,740,910	27-Jun-22	28-Dec-24	26-Jun-25	3-1 Year Renewal
Active	RTW- Intake, Assesment and Case Management	Avance PCEP School based	\$269,757,600	12-Jun-22	12-Feb-25	12-Jul-25	3-1 Year Renewal
Active	Leased Copier and Supplies-Xerox C9070	Xerox Financial Services	\$30,420	1-Oct-20	3-Jul-25	1-Oct-25	No renewals remaining
Active	Leased Copier and Supplies-various locations	Xerox Financial Services	\$62,220	1-Nov-20	3-Aug-25	1-Nov-25	No renewals remaining
Active	Digital Marketing Services	WebHead Technologies	\$46,786	1-Oct-23	1-Jul-24	30-Sep-24	2-1 year renewals

### Property Leases

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

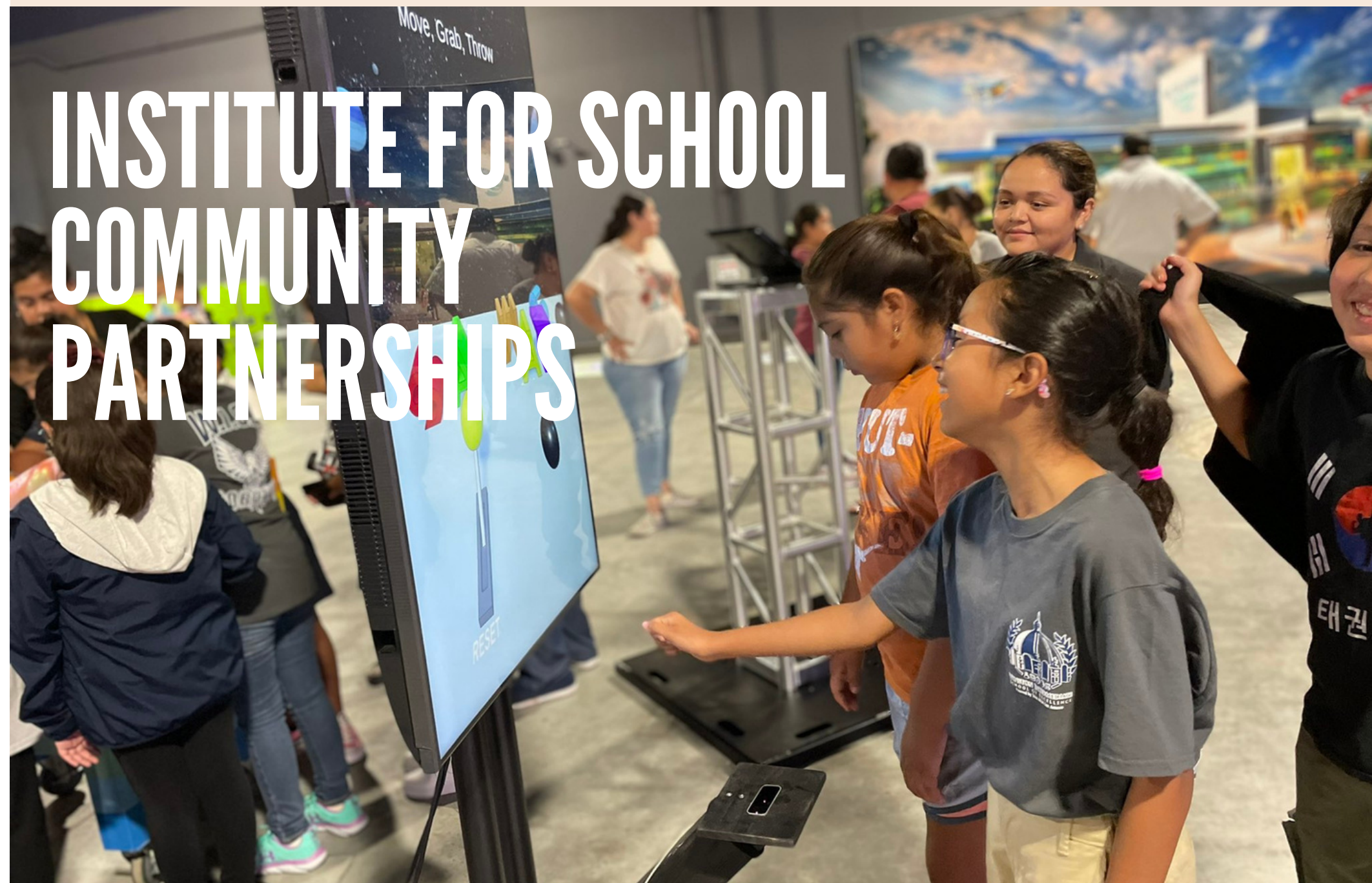
# Procurement Update: Contract Summary & RFP

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

<u>Solicitation</u>	<u>Procurement</u>	<u>Date of Release</u>	<u>Status</u>	<u>Anticipated Award Date</u>
RFQ 2023-020	Postage Meter Machines	June 19, 2023	Under Contract	August 2023
RFP 2023-029	Access Control Equipment	September 19, 2023	Open	October 2023
RFI 2023-012	Lease Property Search (Walzem)	March 24, 2023	Under Contract	August 2023
RFI 2023-015	Lease Property Search (Kerrville)	April 17, 2023	Evaluation	January 2024
RFA 2023-025	Teacher Externships	September 28, 2023	In Progress	January 2024
RFI 2023-026	Leased Property Search (Hondo)	October 1, 2023	In Progress	December 2023
RFP 2023-027	Chief Financial Officer Staff Augmentation Services	September 7, 2023	Pending Award	October 2023



TEXAS A&M UNIVERSITY  
SAN ANTONIO



# INSTITUTE FOR SCHOOL COMMUNITY PARTNERSHIPS

SEPTEMBER 2023

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Dr. Sonia Sanchez - Winston Intermediate School of Excellence

Ms. Julie Riedel - CAST Network

Ms. Grace Aguirre-Garcia - COO, Burleson School for Innovation and Education

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Ms. Ana Cantu

Ms. Sylvia Benavidez

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**Early Matters Officer:** Mark Larson

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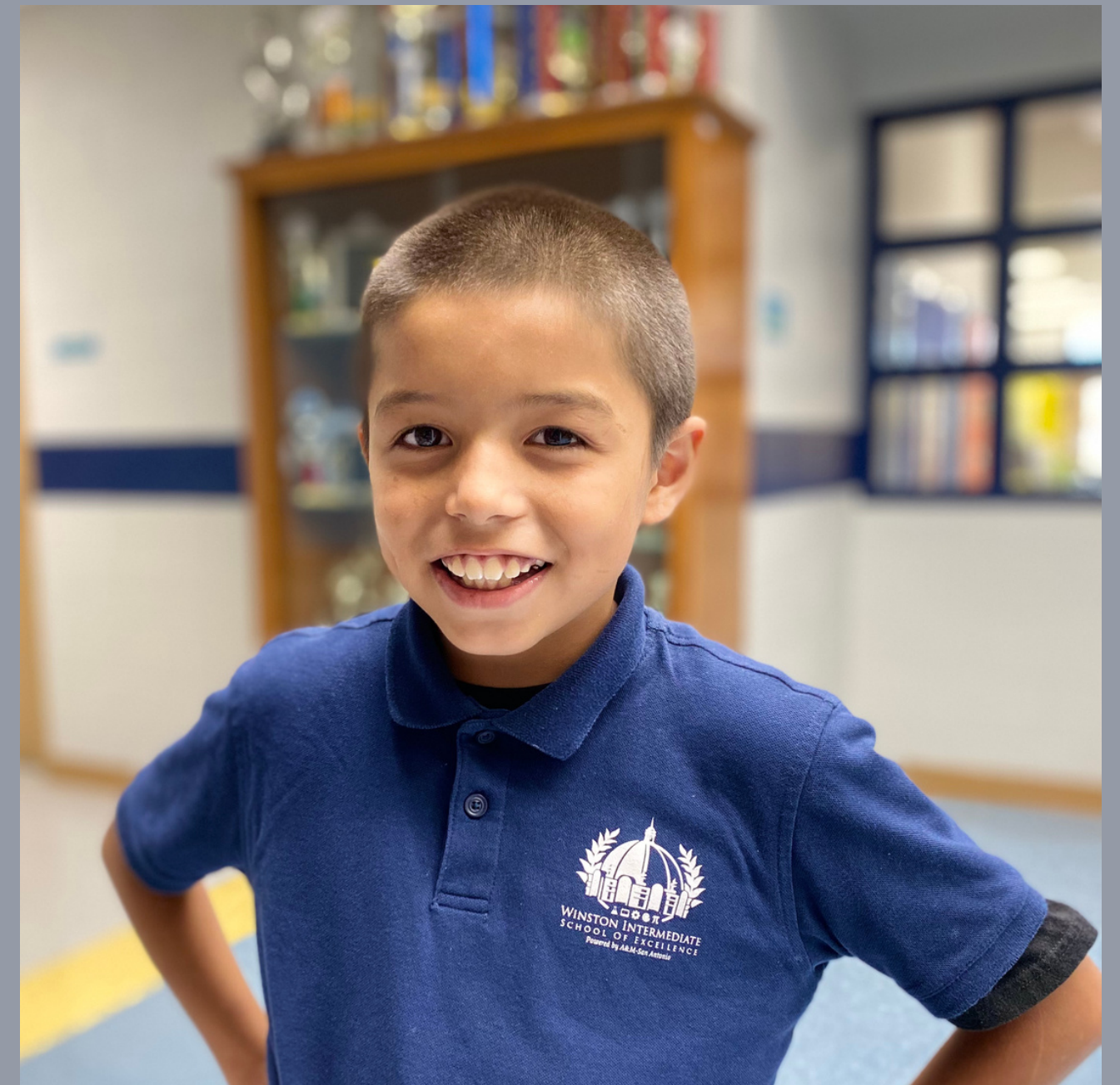


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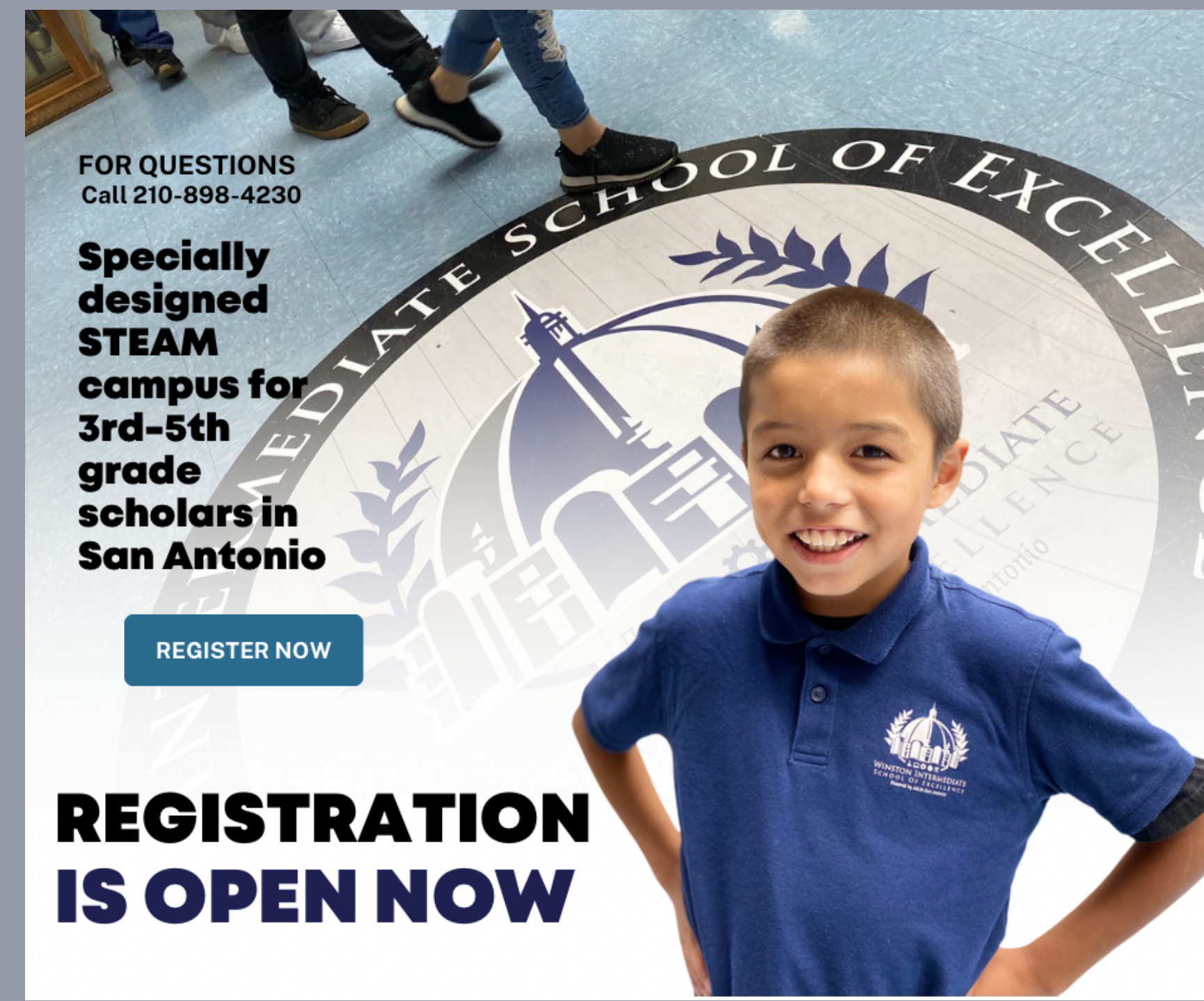
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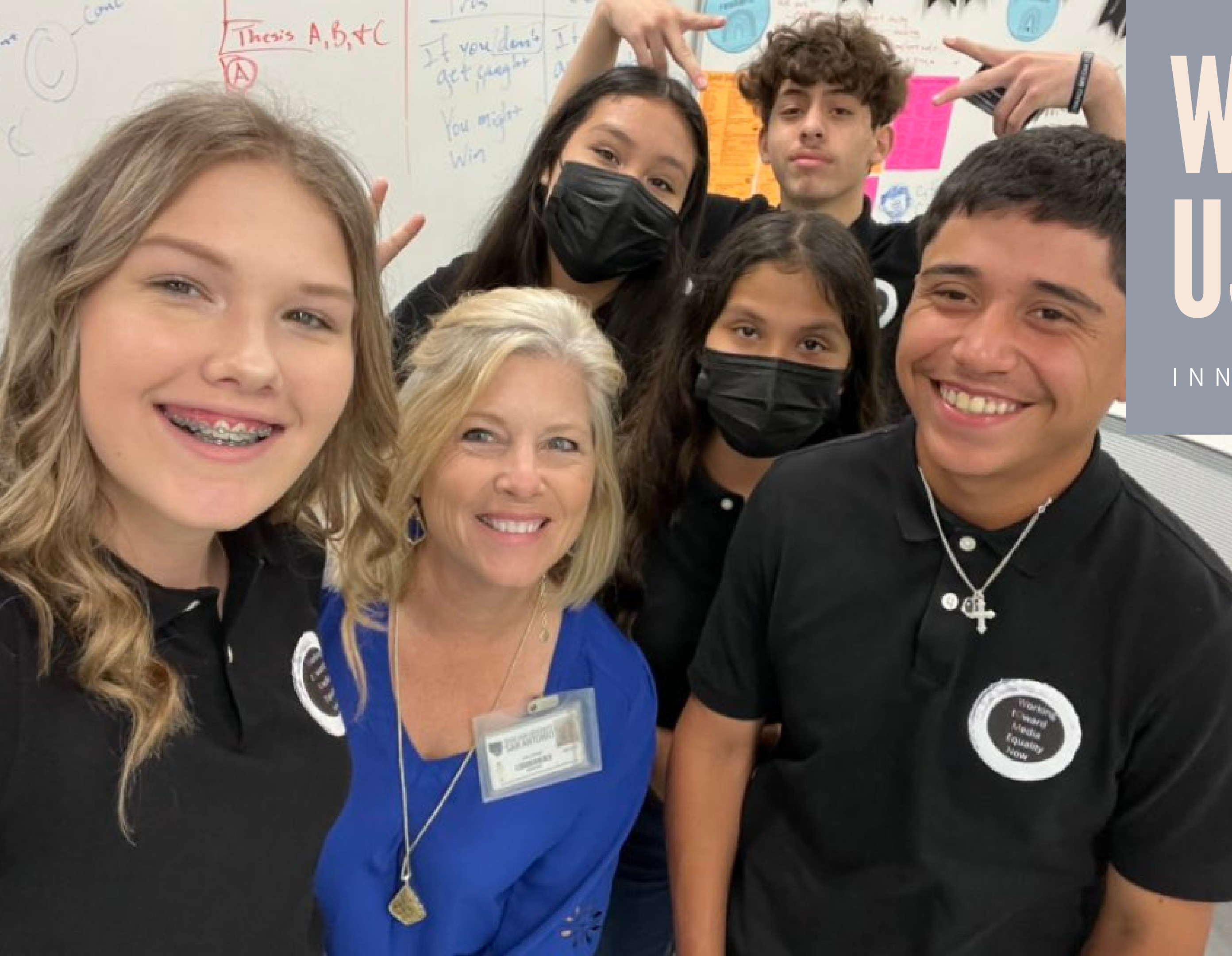
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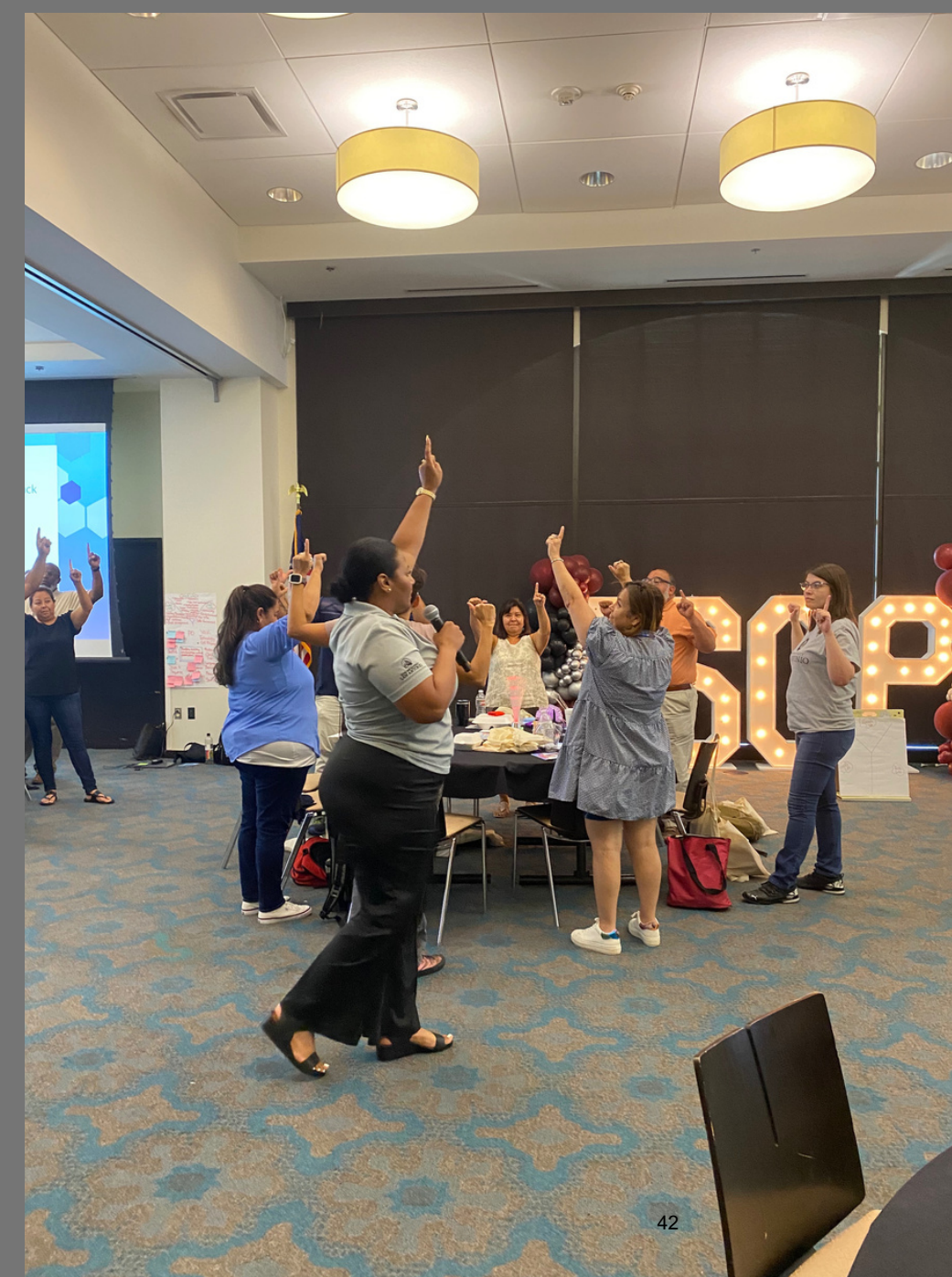
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Yearlong students at CAST STEM participated in the first ever pilot at A&M-SA in the EdTPA in ELAR, Social Studies and Special Education. They are rock stars and their portfolios were exemplary. They all scored above the California cut score and at the National Average!



# ISCP Educator Summit

## August 31, 2023



# CONTACT US



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INSTITUTE FOR  
SCHOOL AND  
COMMUNITY  
PARTNERSHIPS

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

**Subject:** Texas Rising Star Assessment Update

---

### Summary:

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

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

### Analysis:

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

Alamo currently has 7 Texas Rising Star Assessors who have successfully completed the TWC coursework for being Texas Rising Star Assessor certified and are actively in the field conducting Texas Rising Star Assessments.

TWC has awarded CLI the contract for the Centralization of Texas Rising Star Assessors. WSA has been informed that 1 assessor has accepted a job offer to transition to the new entity effective September 4, 2023. The 5 remaining assessors & 1 assessor manager are tentatively projected to stay with the City of San Antonio and transition roles to serve as Texas Rising Star mentors.

As of 8/21/23, Alamo Board reflected a total of 166 Early Learning Programs certified as Texas Rising Star. TRS assessors are conducting Annual Monitoring Assessment visits and initial

certifications as they receive applications. Since our last Early Care & Education Committee meeting, 8 centers have submitted an application for an initial assessment (submission dates): 07/20/23, 07/31/23, 07/31/23, 08/03/23, 08/07/23, and 26 centers are preparing for an annual monitoring visit, 127 monitoring visits have been completed.

#### Data as of 08/21/2023

Total Number of Centers Scheduled	Annual Monitoring vary/8 initial center(s) scheduled
Centers awaiting NEW certification	8
Number of 4* to date	126
Number of 3* to date	34
Number of 2* to date	6
# Of Accredited Centers	58
# Of Non-Accredited Centers	108
# Of Military Centers: included in accredited total	8
# Of Initial Centers (as of Sept 2022)	40
# Of Centers Closed/withdrew/CCR deficiencies	9
# Of Centers who have increased star level since Sept.2022	39
2 STAR → 3 STAR	4
2 STAR → 4 STAR	10
3 STAR → 4 STAR	25

#### Initial Assessment information:

Brighter Futures- Cibolo	1660500	7/20/2023	Aug 21-Sept 1- B/O aug 21&sept 1	initial-	Guadalupe
Books and Bibs	1716693	7/20/2023	Aug 7-18- see on 7/16	initial- 4	Bexar
Kids R Delightful	1676039	7/20/2023	Aug 21-Sept 1	Initial-	Bexar
Boss Babies	1702439	7/31/2023	Aug 21-Sept 1	initial-	Bexar
Ivonne Kunz	1703346	8/3/2023	Aug 21-Sept 1	initial-	Bexar
Holli Hills	78222	8/3/2023	AUG 21-SEPT 1	initial-	Bexar
Bright Minds CDC	1311527	8/3/2023	AUG 21-SEPT 1	initial-	Bexar
All My Children Daycare	817391	8/7/2023	AUG 21-SEPT 1	initial-	Bexar

Location	Programs	CCS Programs*	TRS Programs	Percentage TRS of CCS Programs
Bexar Early Learning Programs	883	438	139	32%
Rural Early Learning Programs	318	133	27	20%
<b>Total</b>	<b>1201</b>	<b>571</b>	<b>166</b>	<b>29%</b>

\*Does not include relative providers or rural providers outside the Alamo area

Provider Type	Total Providers	Total Capacity	Rural Providers**	Rural Capacity**
Licensed Center	490	55419	116	13101
Licensed Child Care Home	30	360	13	156
Military	8	N/A	0	N/A
Registered Child Care Home	43	504	4	48
Relative Care Listed Home	18	N/A	7	N/A
<b>Grand Totals</b>	<b>589</b>	<b>56283</b>	<b>140</b>	<b>13305</b>

\*\*Does not include rural providers outside the Alamo area

### BCY 23

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

### Alternatives:

N/A

### Fiscal Impact:

N/A

**Recommendation:**

N/A.

**Next Steps:**

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

**Attachment:**

None.

# Alamo Quality Centers

\* Information pulled 08/21/2023

Total # of Currently Certified Centers	166
--	-----

2 Star	6
3 Star	34
4 Star	126

## Percentage of TRS/CCS

Location	Programs	CCS Programs*	TRS Programs	Percentage TRS of CCS Programs
Bexar Early Learning Programs	883	438	139	32%
Rural Early Learning Programs	318	133	27	20%
Total	1201	571	166	29%



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

**Subject:** TRS Contracted Slots Pilot Briefing

---

### Summary:

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

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

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

### Analysis:

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

- Converse Christian, awarded 15 slots, has enrolled 12 children: 5 infants and 7 toddlers. 3 contracted seats remain available.
- De Paul, awarded 20 contracted slots, has enrolled 15 children: 5 infants and 10 toddlers. 5 contracted seats remain available.
- La Mision, awarded 15 slots, has enrolled 7 children: 2 infants and 5 toddlers. 8 contracted seats remain available.

Center	Filled Slots	Open Slots	Total
Converse Christian	5 infant / 7 toddler	0 infant / 3 toddler	15 slots
De Paul	5 infant / 10 toddler	1 infant / 4 toddler	20 slots
La Mision	2 infant / 5 toddler	3 infant / 5 toddler	15 slots

**Alternatives:**

N/A

**Fiscal Impact:**

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

**Recommendation:**

N/A

**Next Steps:**

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

**Attachments:**

N/A

# Texas Rising Star Contracted Slots: \* info updated 8/21/23

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

Provider Name	STAR	Current CCR Capacity	Current Number of CCS families served	Total Amount awarded	Amount of Infant/ Toddler Slots filled	Number of Infant/Toddler Slots awarded to program
<b>Converse Christian School</b> 9146 FM78 Converse, TX 78109	4	94	41	\$184,080.50	<b>Infants – 5 Toddler -7</b>	<b>15</b>
<b>La Mision Child Care and Kid Kamp</b> 2211 S. Hackberry San Antonio, TX 78210	4	90	25	\$137,641.70	<b>Infants – 2 Toddler -5</b>	<b>15</b>
<b>DePaul Children's Center</b> 7607 Somerset Rd. San Antonio TX 78211	4	200	34	\$167,051.20	<b>Infants – 5 Toddler - 10</b>	<b>20</b>
Grand Total for all 3 Providers		384	100	\$488,773.40	<b>Infants– 12 Toddler- 22  Total: 34</b>	<b>Total Slots – 50 Awarded</b>

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

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

---

### Summary:

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

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

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

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

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

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

### Analysis:

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

### Entry Level Designation Timeline—New CCS Providers

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

### Data provided in chart (8/1/2023)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Board	Total CCS # (as of 10/2022)	Subset of Column B Reduced CCS	Total CCS # (as of 8/2023)	Subset of Column D # ELD as of 8/2023	Subset of Column E RELD Eligible	Subset of Column F RELD Not in Cohort or External Organization	Subset of Column F RELD WSA Cohort	Subset of Column G RELD in WSA Cohort or working with External Organization	Subset of Column J RELD Ineligible	Subset of Column K # certified as of 8/2023	% of Total CCS Certified as of 8/2023	CQIP's Created (ELDs)	# of Mentors (as of 6/2023)	# of Mentors (as of 8/2023)
Alamo	550	531	571	373	239	145	65	29	134	166	29.07%	232	7	8
Data reflects CCS Providers as of 10/1/2022; these providers have until 9/30/24 to be Texas Rising Star certified.														
Data does not include new CCS providers added after 10/1/2022														
					CCS	571								
					ELD	405								
					TBS	166								

- 373 on ELD Plan
  - 134 **Not Currently Eligible** to submit application due to deficiencies.
  - 239 **Eligible** for Entry Level Designation
    - 1 Center Name Change
    - 1 Center New Ownership
    - 1 Center achieved TRS.
    - 4 ended their CCS agreement.
      - 2 centers closed.
      - 2 centers ended their CCS agreement.
  - 51 actively working with an organization (*UWSA, ESC Region20, Pre-K 4SA*)
    - 2 over threshold (will likely have CCS agreement ended due to ineligibility.
      - CCS Children in Care for 2 centers:
        - Center (A) 32\*
        - Center (B): 7 \*
      - \* *Information as of 8/25/2023*
    - 3 Assessments tentatively scheduled for August\*\*
- 65 are currently participating in WSA Cohort
  - 1 center over threshold (will likely have CCS agreement ended due to ineligibility 7) \*
  - 4 Assessments scheduled for August\*\*

WSA continues to collaborate with community partners to create an efficient and robust pathway for centers and homes to attain TRS certification and begin the pathway towards quality. WSA's Cohorts have successfully helped 122 centers prepare for TRS certification.

The cohort, in addition to providing guidance and overviews of the requirements of TRS, has been designed to connect these participants to resources and programs that are available to aid centers on their quest to expand and elevate quality. Examples of the organizations and programs who have been invited to share information with the cohort are: TWC who has presented on their Pre K Partnerships program, Texas Association for the Education of Young Children (TXAEYC) who has presented on the Teach program, Child Care Regulations (CCR) who has presented on common licensing deficiencies noted by representatives during observations of centers, Children's Learning Institute (CLI), Texas Early Childhood Professional Development System (TECPDS), Civitas/Curant/Avance on business coaching opportunities and Texas School

Ready (TSR). WSA understands that by inviting presenters that offer resources that can assist in elevating the quality of care a child receives, we are helping to create more opportunities for Early Learning Centers who are already on the pathway to TRS certification, see beyond the stars, and recognize that there are many opportunities available to continue to enhance and build quality.

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

WSA has aligned the mentoring/coaching process towards quality TRS, working with United Way of San Antonio and ESC 20. Partners work together to create a more cohesive approach to mentoring and have been coordinating warm handoffs for coaches/mentors between organizations, to support the provider with a seamless experience towards TRS certification. This Alamo Quality Pathway process continues to receive positive feedback from the providers in the community who have expressed feeling a more cohesive and less confusing process as they work towards quality. TRS mentors work with Early Learning Programs to create Quality Improvement Plans (QIPs) that are designed to allow centers to create goals/expectations that they will work towards in order to achieve and maintain TRS certification. TRS mentors and WSA staff also participate in the Building Quality Meetings hosted by United Way of San Antonio that includes United Way Coaches.

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

**Alternatives:**

N/A

**Fiscal Impact:**

- An Entry-Level childcare program is not eligible for enhanced reimbursement rates that are available to two-, three-, and four-star certified childcare programs.
- Providers that fail to comply with the basic requirements or points threshold by March 31, 2023, will no longer be eligible to serve CCS families, thus ending their provider agreement and transferring any children in care within two weeks.
- For current CCS providers that do comply with Entry Level requirements, the end date is September 2024.

- For new CCS providers (those who sign agreement after October 3, 2022), the end date is 24 months from the start date (when the CCS Provider Agreement was signed).

WSA was recently invited by TWC/CLI to provide feedback that will help to continue the statewide goal of elevating and maintaining quality. Below are a couple of opportunities that Alamo has been given to provide input.

#### **Texas Rising Star Four Year Review 2023 - Regional Board Focus Group**

- WSA participated in a Regional Focus Group for the TRS 4Year Review.
  - 12 out of the 28 Boards hosted a Focus Group
- Each Board hosted their own Focus Group with local programs in their area, organizations and ECE professionals (recommended no more than 30)
- Focus was on
  - Screening Forms
  - Categorical Measures
  - Processes and Protocols
- Community partners were invited to join us from partnering organizations, and local Directors participating in the UWSA/WSA Provider Council and Directors of Excellence
  - Certified and non-certified
  - Homes and Centers
  - TRS Staff
  - TWC
  - Local Early Education Agencies
- Modality was in person and virtual at ESC Region 20
- 26 total in attendance (17 in person and 9 online)
- Catered by Lakeshore Learning Material
- Will go to public comment sometime in April 2024

#### **TRS Study**

- WSA was invited to participate in a TRS Study in partnership with TWC and CLI
- 2 of our TRS Mentors were selected to participate in the study that will collect information over a span of three years.
- Participation includes the following Boards:
  - Alamo
  - North Central
  - Gulf Coast

- The purpose is to see how implementation of the CQI approach within TRS can improve program quality and benefit workforce members.

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

### **Workforce Solutions Alamo Quality Investments**

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

- 561 providers were eligible for the opportunity
- Providers were notified via email and a letter mailed to their location.
- Funding amounts based on CCR capacity and designation amounts range from \$200-\$4200.

CCL Capacity	TRS 4 Star	TRS 3 Star	TRS 2 Star	ELD
0 - 50	\$800.00	\$600.00	\$400.00	\$200.00
51 - 100	\$1,200.00	\$1,000.00	\$800.00	\$600.00
101 - 150	\$1,600.00	\$1,400.00	\$1,200.00	\$1,000.00
151 - 200	\$2,000.00	\$1,800.00	\$1,600.00	\$1,400.00
201 - 250	\$2,400.00	\$2,200.00	\$2,000.00	\$1,800.00
251 - 300	\$2,800.00	\$2,600.00	\$2,400.00	\$2,200.00
301 - 350	\$3,200.00	\$3,000.00	\$2,800.00	\$2,600.00
351 - 400	\$3,600.00	\$3,400.00	\$3,200.00	\$3,000.00
401 - 450	\$4,000.00	\$3,800.00	\$3,600.00	\$3,400.00
451 - 500	\$4,400.00	\$4,200.00	\$4,000.00	\$3,800.00
501 - 550	\$4,800.00	\$4,600.00	\$4,400.00	\$4,200.00

- 479 submitted MOA by deadline to receive grant.
- Process incentives in September
- \$476,800

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

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

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

- Next 3-6 months
- Next 6-12 months
- Will be ending CCS agreement before required date.
- Will be closing program.
- Our program is already TRS.
- Other
- If your program will be ending CCS agreement or closing, please provide the reason.
  - Funding (12)
  - Staffing (2)
  - Texas Rising Star Requirement (9)
  - NA
  - Other (7)

Closing Program due to TRS Reqs	Closing Program due to Funding	Closing Program due to COVID 19	Closing Program due to Staffing	County
	1			Bexar
	1	1		Bexar
1		1		Guadalupe
	1			Bexar
1		1		Bexar
1				Bexar
	1			Bexar
1				Bexar
	1			Guadalupe
	1			Bexar
1				Wilson
1	1	1	1	1 Bexar
	1			Bexar
	1			Bexar
	1	1		Bexar
1	1	1	1	1 Bexar
1		1		Bexar
	1			Bexar
1				Bexar
	9	12	7	2

### TRS Providers Maintenance Incentive

TRS certified providers received an incentive award based on their star level for their participation and maintenance of certification. Incentive amounts were based on star level as of 12/1/2022, CCS enrollments, TECPDS registration and reporting on Availability Portal.

- 138 TRS Providers awarded.
- 4,642 CCS children enrolled.
- 59 providers registered in TECPDS.
- 41 Reporting in Availability Portal (Military N/A- 8 programs)
- Invested: \$412,500

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

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

- 49 TRS Providers awarded (1 did not submit required documentation- 39 Bexar/10 Rural)
- Approximate staff 778
- Projected investment: \$911,192 (Q1 amount \$396,000)

### **TRS Initial Certification & Monitoring Staff Incentives**

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

- 127 TRS Providers
- Approximate staff- 1,674
- Investment: \$439,500

TRS	Amount
2 Star	\$75.00
3 Star	\$150.00
4 Star	\$300.00

### **WSA Quality Cohort**

Recruitment and participation in the WSA Quality Cohort where providers are learning the fundamental requirements of the Texas Rising Star certification in a group setting. Providers earn materials and supplies for successful participation in the six-month Cohort.

- Material amount
- Curriculum info
- Centers impacted.
- Achieved TRS

### **Professional Development**

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

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

**Recommendation:**

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

**Next Steps:**

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

- WSA has been aware that CCS providers, who held an active agreement as of October 3, 2022, were administratively designated as Entry Level, effective October 3, 2022, and were eligible to continue to serve as a CCS provider.

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

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

# Texas Rising Star Entry Level Designation



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

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

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



Texas  
Rising Star

## Entry Level Designation Timeline for Child Care Programs

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

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

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

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

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

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

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

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

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

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

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

# Entry Level Designated (ELD) Board Status

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Board	Total CCS # (as of 10.2022)	Subset of Column B Reduced CCS	Total CCS # (as of 8.2023)	Subset of Column D # ELD as of 8/2023	Subset of Column E #ELD Eligible	Subset of Column F #ELD Not in Cohort or External Organization	Subset of Column F #ELD WSA Cohort	Subset of Column F #ELD in WSA Cohort or working with External Organization	Subset of Column E #ELD Ineligible	Subset of Column J #ELD Not in Cohort or External Organization	Subset of Column J #ELD in WSA Cohort or working with External Organization	Subset of Column D # certified as of 8/2023	% of Total CCS Certified as of 8/2023	CQIPS Created (ELDs)	# of Mentors (as of 6.2023)	# of Mentors (as of 8.2023)
Alamo	550	531	571	373	239	145	65	29	134	78	56	166	29.07%	232	7	8
Data reflects CCS Providers as of 10/1/2022; these providers have until 9/30/24 to be Texas Rising Star certified. Data does not include new CCS providers added after 10/1/2022																
					CCS	571										
					ELD	405										
					TRS	166										

## Projections for Centers Prepared for TRS Certification

	N/A: alt. plan	Corrective Action	Over Threshold	Jun-23	TWC requested projections	Jul-23	Aug-23	CLI becomes Assessment Entity	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	TOTAL
Projected Number of Centers prepared to submit application for TRS Certification	4	1	2			3	3		25	42	21	43	44	31	33	47	18	39	15	2	373
Actual Number of Centers Assessed						5	8		TWC/CLI Temp. Pause in Assessments												
# of Applications submitted				6		4	4														



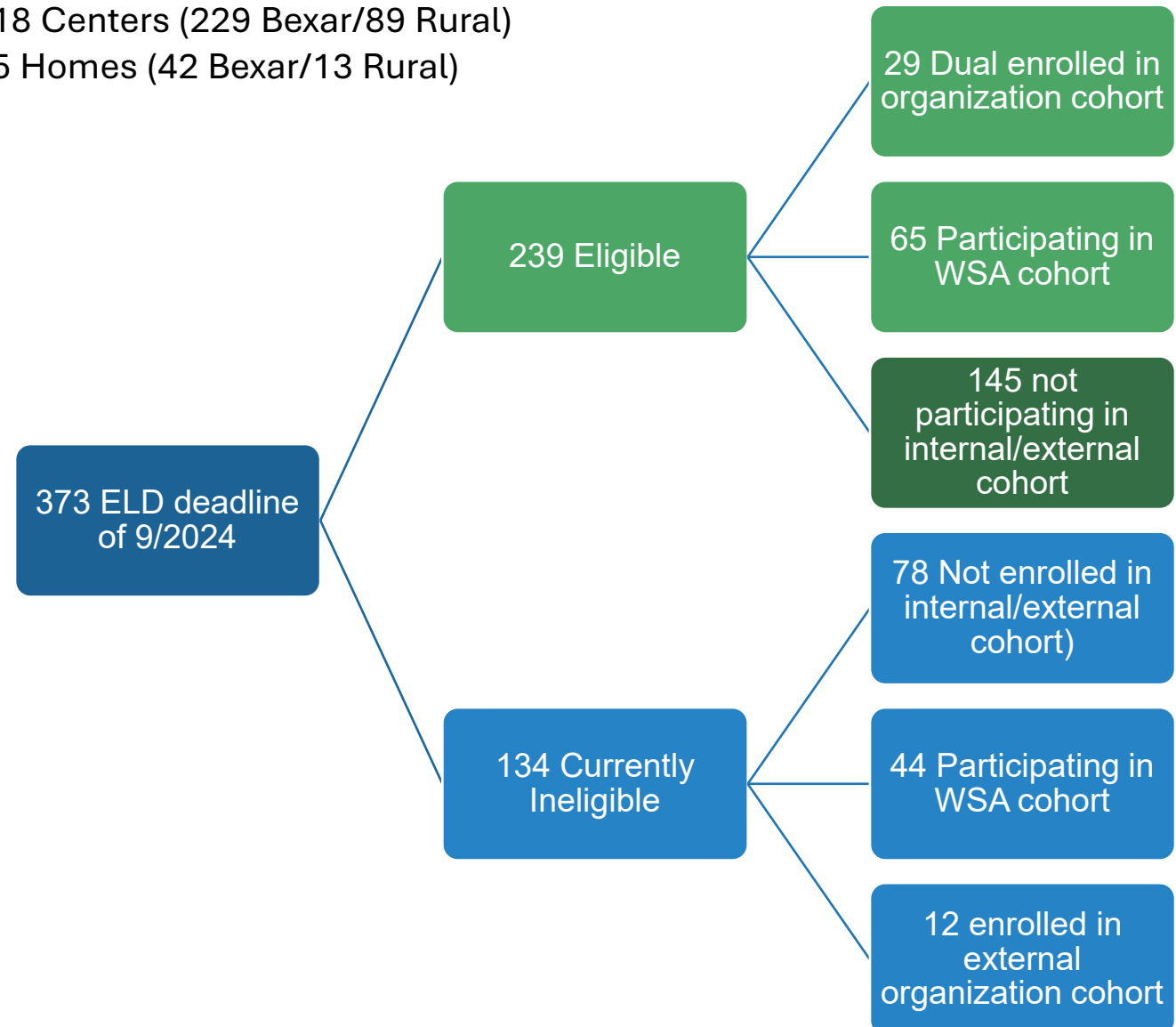


# Entry Level Designation & Cohort Participation

271 Bexar & 102 Rural

- 318 Centers (229 Bexar/89 Rural)
- 55 Homes (42 Bexar/13 Rural)

*\* All programs have assigned mentors*





# WSA Quality Highlights



## Texas Rising Star Four Year Review 2023- Regional Board Focus Group

- 12 out of the 28 Boards hosted an individual Focus Group  
(TWC recommendation of no more than 30 participants)

### Discussion Topics:

- ❖ Screening Forms
- ❖ Categorical Measures
- ❖ Processes and Protocols

- *Suggestions/Feedback collected from Focus Group will go to public comment sometime in April 2024*

**26 total in attendance (17 in person and 9 online)**

- 12 Centers Represented: Homes, Centers, TRS, Non-TRS
  - 3 Staff: HHS-CCR
  - 4 Staff: Texas Rising Star (assessors/mentors)
  - 1 Higher Education: San Antonio College
- 3 Organizations: (2) WSA, (1) UWSA, (1) ESC Region 20
  - 1 TWC staff

**Venue Provided by: ESC Region 20**

*Lunch catered by Lakeshore Learning*



# WSA Quality Highlights



## TRS Study

WSA will be participating in a TRS Study in partnership with TWC and CLI.

- 2 of WSA's Texas Rising Star Mentors selected by CLI to participate in the study that will span three years.
- Participation will include the following Boards:

➤ **Alamo**

➤ **North Central**

➤ **Gulf Coast**

- Purpose is to see how implementation of the CQI approach within TRS can improve program quality and benefit workforce members.

# WSA Efforts for Access to Quality: Investments in Quality

Teacher Appreciation Grant (all CCS providers)

Investment: \$476,800

- 561 Early Learning Programs eligible for the opportunity
- 479 Projected payments to begin September (met MOA deadline)

CCL Capacity	TRS 4 Star	TRS 3 Star	TRS 2 Star	ELD
0 - 50	\$800.00	\$600.00	\$400.00	\$200.00
51 - 100	\$1,200.00	\$1,000.00	\$800.00	\$600.00
101 - 150	\$1,600.00	\$1,400.00	\$1,200.00	\$1,000.00
151 - 200	\$2,000.00	\$1,800.00	\$1,600.00	\$1,400.00
201 - 250	\$2,400.00	\$2,200.00	\$2,000.00	\$1,800.00
251 - 300	\$2,800.00	\$2,600.00	\$2,400.00	\$2,200.00
301 - 350	\$3,200.00	\$3,000.00	\$2,800.00	\$2,600.00
351 - 400	\$3,600.00	\$3,400.00	\$3,200.00	\$3,000.00
401 - 450	\$4,000.00	\$3,800.00	\$3,600.00	\$3,400.00
451 - 500	\$4,400.00	\$4,200.00	\$4,000.00	\$3,800.00
501 - 550	\$4,800.00	\$4,600.00	\$4,400.00	\$4,200.00

# WSA Efforts for Access to Quality: Investments in Quality

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## TRS Providers Maintenance Incentive:

Investment: \$412,500

❖ 138 TRS Providers awarded

❖ 4,642 CCS children enrolled

❖ 59 providers registered in TECPDS

❖ 41 Reporting in Availability Portal

❖ 8 Military Programs awarded

*TRS certified providers receive an incentive award based on their star level for their participation and maintenance of certification.*

Incentive amounts based on:

- *Star level (as of 12/1/2022)*
- *CCS enrollments*
- *TECPDS registration and*
- *Reporting on Availability Portal.*

*\* scoring for Military Centers did not necessitate utilization of availability portal*



# WSA Efforts for Access to Quality: Investments in Quality

## ▪ TRS Providers-Staff Bonuses:

- Projected investment: \$911,192 (Q1 amount \$396,000)

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

- 48 TRS Providers awarded: 38 Bexar/10 Rural
- Projected Staff to be awarded: 778

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## TRS Initial Certification & Monitoring Staff Incentives:

Investment: \$439,500

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

- 127 TRS Providers
- Approximate staff awarded- 1,674

TRS	Amount
2 Star	\$75.00
3 Star	\$150.00
4 Star	\$300.00



# WSA Efforts for Access to Quality: Investments in Quality

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## Professional Development: Investment \$ 250,000

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

- Awarded **18 vendors**
- **47** trainings scheduled between March & August
- CDA to Transcript opportunity for **20 Early Learning Professionals** to receive their CDA
  - Early Learning Professionals are in the process of scheduling their observation
- Over **2000 professionals** have registered for training

*\* Additional Professional Development to be scheduled for FY 2024*



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## MEMORANDUM

To: Executive Committee  
From: Adrian Lopez, CEO  
Presented by: Angela Bush, CFO Consultant  
Date: October 20, 2023  
Regarding: FY24 Child Care Budget Briefing

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**Summary:** The board staff prepares a budget based on the assumption of planned allocations from the Texas Workforce Commission and anticipated carryover funds from existing contracts. This budget is analyzed throughout the year and amended as additional funds are received, or changes occur, which would warrant budget amendments.

**Strategic Objective:** Adopting the budget provides direction and authority to implement a plan for the delivery of services. This core process provides structure and guidance to the entity for expenditure controls and strategic allocation of resources, including but not limited to:

- Planning
- Coordination
- Resource Allocation
- Performance Review

**Resource Allocation:** Chief Elected officials and partners have requested that the board revisit the interlocal agreement and prepare a budget utilizing the agreed-upon methodology in the agreement, *“all resource allocation within the AWD shall, to the extent possible and practical considering need, be based upon the federal and state formulas used to allocate funds.”* Historically, the board has maintained a target of 80% urban areas and a 20% aggregate for rural communities. WSA’s executive leadership team reviewed Texas Administrative Code 800, Chapter B, Allocations (TAC 800). From the guidance of TAC 800 and allocations received from the Texas Workforce Commission, the board has prepared detailed service delivery allocations that will reflect an average allocation. **The childcare service delivery allocations reflect approximately 82.50% of funding to urban communities and an aggregate of 17.50% to rural communities, which is being implemented and tracked by each county.** The board has previously utilized a benchmark of 80% for the urban areas and an aggregate of 20% for the rural areas.

The Budget by Fund and Category additionally shows the methodology for allocating each fund. Formula funds were allocated based on the formulas in TAC 800 and allocation factors from TWC. When a clear formula was unavailable, the funding source and participants served were considered to determine a reasonable formula to allocate the funds to each county fairly.

The board's methodology was additionally sent to the Texas Workforce Commission for feedback; feedback will be incorporated in the annual budget reconciliation brought to the board in Budget Amendment #1, which will occur in January or February 2024.

<b>FY24 CHILD CARE BUDGET</b>	<b>AMOUNT</b>	<b>%</b>
CORPORATE	\$ 2,646,582.00	2%
FACILITIES	\$ 852,317.95	1%
CONTRACTORS OPS (CCDF)	\$ 4,881,524.00	4%
CONTRACTORS OPS (CCQ)	\$ 1,188,874.38	1%
LOW INCOME DIRECT CARE	\$ 86,922,757.75	72%
MANDATORY DIRECT CARE	\$ 12,872,596.00	11%
CHILD CARE MATCH DIRECT CARE	\$ 7,562,035.00	6%
PROVIDER SERVICES (CCQ)	\$ 1,501,873.95	1%
PROVIDER INCENTIVES (CCQ)	\$ 2,000,000.00	2%
CHILD CARE CONTRACTED SLOTS	\$ 512,064.00	0%
<b>TOTAL CHILD CARE</b>	<b>\$ 120,940,625.03</b>	<b>100%</b>
<b>CHILD CARE RESERVE</b>	<b>AMOUNT</b>	<b>%</b>
LOW INCOME DIRECT CARE	\$ 2,585,310.00	2%
MANDATORY DIRECT CARE	\$ 529,752.40	0%
CHILD CARE MATCH DIRECT CARE	\$ 7,562,035.00	6%
<b>TOTAL CHILD CARE</b>	<b>\$ 10,677,097.40</b>	<b>9%</b>

Child Care Budget Allocations were utilized using the following TAC Formulas to determine a county-county budget based on the following factors.

- Child Care Discretionary applies mainly to low-income and homeless populations.

*Allocation Factor: Relative proportion of children under 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area.*

- Child Care Mandatory applies to children who must be placed in care and are not eligible to be wait-listed.

*Allocation Factor: (1) 50 percent will be based on the relative proportion of the total number of children under the age of five years old residing within the workforce area, and (2) 50 percent will be based on the relative proportion of the total number of people residing within the workforce area whose income does not exceed 100%.*

- Child Care Match, which is a local Direct Care Contributions

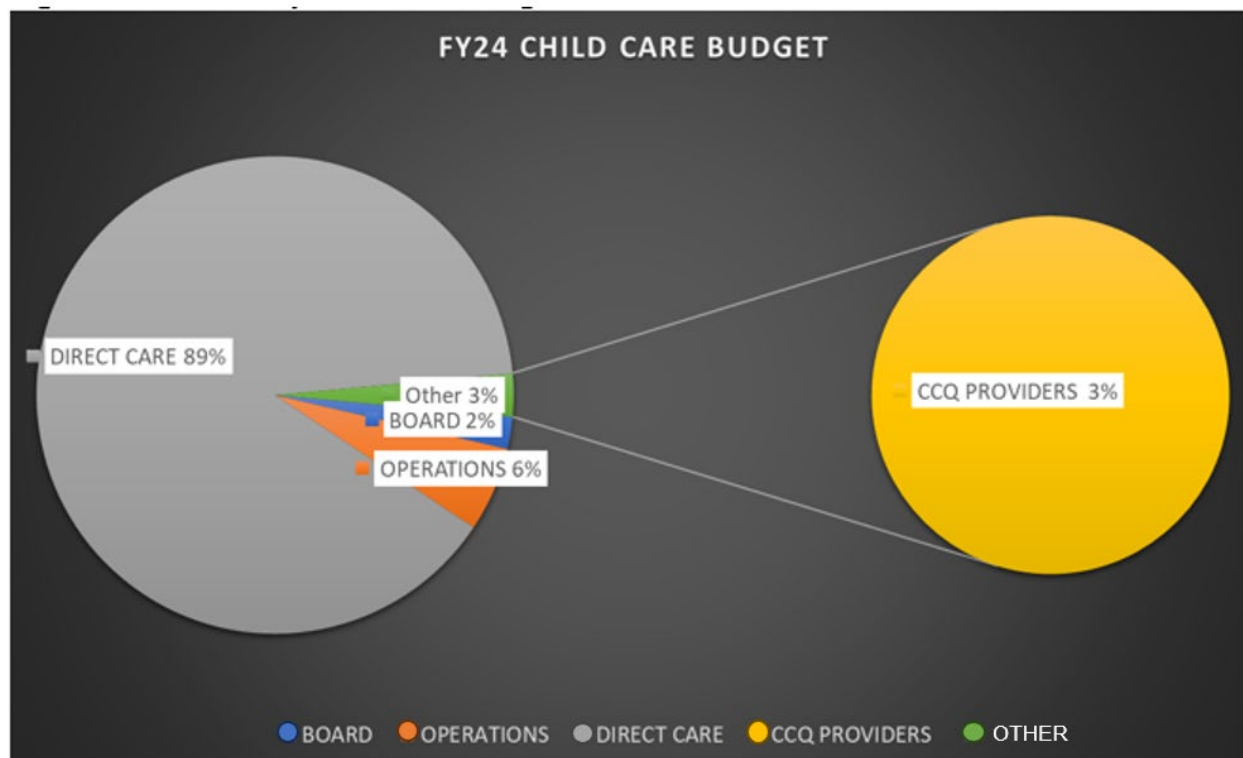
*Allocation Factor: Relative proportion of children under 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area.*

The board developed the FY24 Child Care Budget and Child Care Reserve that applies to **Direct Care only**; the chart below and pie chart illustrate 89% of the total budget allocated to direct childcare services throughout the region. Figure three illustrates county-by-county allocations, which may be adjusted based on need while maintaining the integrity of a fair and equitable distribution to serve the region while meeting 95%-105% of TWC performance targets as a region.

**Figure One: Child Care Budget by Category**

FY24 CHILD CARE BUDGET	AMOUNT	%
CORPORATE	\$ 2,646,582.00	2%
FACILITIES	\$ 852,317.95	1%
CONTRACTORS OPS (CCDF)	\$ 4,881,524.00	4%
CONTRACTORS OPS (CCQ)	\$ 1,188,874.38	1%
LOW INCOME DIRECT CARE	\$ 86,922,757.75	72%
MANDATORY DIRECT CARE	\$ 12,872,596.00	11%
CHILD CARE MATCH DIRECT CARE	\$ 7,562,035.00	6%
PROVIDER SERVICES (CCQ)	\$ 1,501,873.95	1%
PROVIDER INCENTIVES (CCQ)	\$ 2,000,000.00	2%
CHILD CARE CONTRACTED SLOTS	\$ 512,064.00	0%
<b>TOTAL CHILD CARE</b>	<b>\$ 120,940,625.03</b>	<b>100%</b>
CHILD CARE RESERVE	AMOUNT	%
LOW INCOME DIRECT CARE	\$ 2,585,310.00	2%
MANDATORY DIRECT CARE	\$ 529,752.40	0%
CHILD CARE MATCH DIRECT CARE	\$ 7,562,035.00	6%
<b>TOTAL CHILD CARE</b>	<b>\$ 10,677,097.40</b>	<b>9%</b>

**Figure Two: Summary Child Care Budget**



**Figure Three: Child Care Allocations by County**

County	City	Total Child Care Discretionary	Total Child Care Mandatory	Child Care Match	Child Care Contracted Slots	Child Care Summary	Average %
<b>Budget</b>		<b>\$ 96,495,030.08</b>	<b>\$ 12,872,596.00</b>	<b>\$ 7,562,035.00</b>	<b>\$ 512,064.00</b>	<b>\$ 117,441,725.08</b>	
Bexar	San Antonio	79,980,593.55	10,669,542.96	5,835,297.25	395,137.77	96,880,571.53	82.49%
Atascosa	Pleasanton	1,577,173.97	210,397.61	150,727.99	10,206.56	1,948,506.14	1.66%
Bandera	Bandera	324,250.55	43,255.56	39,362.29	2,665.42	409,533.81	0.35%
Comal	New Braunfels	2,865,118.88	382,211.58	427,260.33	28,931.98	3,703,522.77	3.15%
Frio	Pearsall	1,054,870.95	140,721.52	47,933.75	3,245.84	1,246,772.06	1.06%
Gillespie	Fredericksburg	702,240.94	93,680.10	60,790.94	4,116.46	860,828.44	0.73%
Guadalupe	Seguin	4,375,269.00	583,668.09	477,961.62	32,365.22	5,469,263.93	4.66%
Karnes	Kenedy	564,570.32	75,314.61	35,851.47	2,427.69	678,164.08	0.58%
Kendall	Boerne	710,090.58	94,727.25	109,705.18	7,428.70	921,951.71	0.79%
Kerr	Kerrville	1,492,639.38	199,120.55	114,860.71	7,777.81	1,814,398.45	1.54%
McMullen	Tilden	30,794.74	4,108.07	1,360.05	92.10	36,354.96	0.03%
Medina	Hondo	1,625,479.46	216,841.64	129,805.41	8,789.79	1,980,916.29	1.69%
Willson	Floresville	1,191,937.76	159,006.46	131,118.01	8,878.67	1,490,940.90	1.27%
<b>Total</b>		<b>\$ 96,495,030.08</b>	<b>\$ 12,872,596.00</b>	<b>\$ 7,562,035.00</b>	<b>\$ 512,064.00</b>	<b>\$ 117,441,725.08</b>	<b>100.00%</b>

**Figure Four: Child Care Reserve by County and Restriction**

County	City	CCDF Discretionary	Child Care CCP (DFPS)	Child Care Match	Child Care Reserve	Average %
<b>Budget</b>		<b>\$ 2,585,310.00</b>	<b>\$ 529,752.40</b>	<b>\$ 7,562,035.00</b>	<b>\$ 10,677,097.40</b>	<b>-</b>
Bexar	San Antonio	2,142,852.62	439,089.05	5,835,297.25	8,417,238.93	78.83%
Atascosa	Pleasanton	42,255.89	8,658.60	150,727.99	201,642.48	1.89%
Bandera	Bandera	8,687.37	1,780.12	39,362.29	49,829.78	0.47%
Comal	New Braunfels	76,762.71	15,729.34	427,260.33	519,752.39	4.87%
Frio	Pearsall	28,262.27	5,791.18	47,933.75	81,987.20	0.77%
Gillespie	Fredericksburg	18,814.55	3,855.26	60,790.94	83,460.75	0.78%
Guadalupe	Seguin	117,222.89	24,019.99	477,961.62	619,204.50	5.80%
Karnes	Kenedy	15,126.06	3,099.46	35,851.47	54,076.99	0.51%
Kendall	Boerne	19,024.86	3,898.36	109,705.18	132,628.40	1.24%
Kerr	Kerrville	39,991.03	8,194.51	114,860.71	163,046.25	1.53%
McMullen	Tilden	825.06	169.06	1,360.05	2,354.17	0.02%
Medina	Hondo	43,550.10	8,923.79	129,805.41	182,279.30	1.71%
Wilson	Floresville	31,934.58	6,543.67	131,118.01	169,596.27	1.59%
<b>Total</b>		<b>\$ 2,585,310.00</b>	<b>\$ 529,752.40</b>	<b>\$ 7,562,035.00</b>	<b>\$ 10,677,097.40</b>	<b>100.00%</b>

**Child Care Match:** Child Care requires a local match that is subject to change annually and must be certificated by TWC. In FY22, we had \$7,372,742. The board is budgeting a match of \$7,562,035 for FY23, which is consistent with FY22 rates; there is no indication that it will increase this year. The match will subsidize direct care expenditures in November and December of 2023.

**Wait List Status and Procedures:** In FY22, Child Care targets were reduced by TWC; when this occurred, the board was at 108% of performance, and there was a need to attrition down to 105% and establish a waitlist. The board utilizes local priority groups for the waitlist to ensure rural areas are provided equitable services. The chart below demonstrates the current year's waitlist.

CHILDREN ON A WAITLIST	OCT'22	NOV'22	DEC.22	JAN'23	FEB'23	MAR'23	APR'23	MAY'23	JUN'23	JUL'23	AUG'23
013 ATASCOSA	173	120	146	32	85	82	29	20	72	134	141
019 BANDERA	13	8	15	6	18	12	2	0	8	16	18
029 BEXAR	4332	3686	2018	1602	2866	3500	4029	4,343	5824	6369	5787
091 COMAL	155	93	148	65	94	64	40	33	69	128	166
163 FRIO	59	19	22	3	10	22	12	9	31	41	46
171 GILLESPIE	28	11	20	9	11	3	6	5	13	18	30
187 GUADALUPE	250	115	176	89	173	130	56	38	125	214	291
255 KARNES	13	13	12	0	1	7	2	2	14	26	32
259 KENDALL	32	15	18	7	17	16	10	4	14	31	44
265 KERR	111	80	97	39	60	47	19	13	57	87	111
311 McMullen	0	0	0	0	0	0	0	0	0	0	0
325 MEDINA	98	45	71	13	42	46	28	22	41	76	74
493 WILSON	44	23	42	17	27	17	14	7	21	44	59
<b>TOTAL</b>	<b>5308</b>	<b>4228</b>	<b>2785</b>	<b>1882</b>	<b>3404</b>	<b>3946</b>	<b>4247</b>	<b>4496</b>	<b>6289</b>	<b>7184</b>	<b>6799</b>
<b>Total Rural</b>	<b>976</b>	<b>542</b>	<b>767</b>	<b>280</b>	<b>538</b>	<b>446</b>	<b>218</b>	<b>153</b>	<b>465</b>	<b>815</b>	<b>1012</b>
<b>Total Bexar</b>	<b>4332</b>	<b>3686</b>	<b>2018</b>	<b>1602</b>	<b>2866</b>	<b>3500</b>	<b>4029</b>	<b>4343</b>	<b>5824</b>	<b>6369</b>	<b>5787</b>

The board utilizes the following order to utilize the waitlist through the region:

1. Rural siblings of a child that is already receiving care.
2. Rural WIOA participants.
3. Rural children on the waitlist when the rural enrollment percentage is less than 20% of the total enrollments.
4. Bexar County sibling of a child that is already receiving care.
5. Bexar County WIOA participants.
6. Families enrolled in Early Head Start Partnership Programs.
7. JBSA military members, civilians, and associated contractors.
8. Children dually enrolled in a recognized partner site.

**Staff Recommendation:** Continue to monitor childcare funds and county-by-county allocation and utilize the waitlist as appropriate.

# Service Delivery Allocations

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- The childcare service delivery allocations reflect approximately 82.50% of funding to urban communities and an aggregate of 17.50% to rural communities, which is being implemented and tracked by each county.
- The board has previously utilized a benchmark of 80% for the urban areas and an aggregate of 20% for the rural areas.



# Budget by Fund

FUNDING SOURCE	END DATE	FY23 CARRY OVER	FY24 ALLOCATIONS	FY25 ESTIMATES	OCTOBER 1 2023- SEPTEMBER 30, 2024
CHILD CARE CCDF-DISCRETIONARY	12/31/2025	\$ 2,560,790	\$ 92,474,242	\$ 2,585,310	\$ 97,620,342
CHILD CARE QUALITY	10/31/2024	\$ 200,000	\$ 2,758,898		\$ 2,958,898
CHILD CARE QUALITY PROVIDER ONLY	10/31/2024		\$ 2,000,000		\$ 2,000,000
CHILD CARE CCDF-MANDATORY	12/31/2025		\$ 6,250,691		\$ 6,250,691
CHILD CARE CCP-DFPS PROTECTIVE SERVICES	8/31/2024		\$ 6,621,905	\$ 529,752	\$ 7,151,657
CHILD CARE CCM-MATCH	12/31/2025	\$ 7,539,884	\$ 3,792,093	\$ 3,792,093	\$ 15,124,070
CHILD CARE CONTRACT SLOTS	12/31/2023	\$ 512,064			\$ 512,064
<b>TOTAL</b>		<b>\$ 10,812,738</b>	<b>\$ 113,897,829</b>	<b>\$ 6,907,155</b>	<b>\$ 131,617,722</b>

# Child Care Budget Allocations

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- Child Care Discretionary applies mainly to low-income and homeless populations.

*Allocation Factor:*

- *Relative proportion of children under 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area.*

- Child Care Mandatory applies to children who must be placed in care and are not eligible to be wait-listed.

*Allocation Factor:*

- *(1) 50 percent will be based on the relative proportion of the total number of children under the age of five years old residing within the workforce area*
- *(2) 50 percent will be based on the relative proportion of the total number of people residing within the workforce area whose income does not exceed 100%..*

- Child Care Match, which is a local Direct Care Contributions.

*Allocation Factor:*

- *Relative proportion of children under 13 years old in families whose income does not exceed 150 percent of the poverty level residing within the workforce area.*

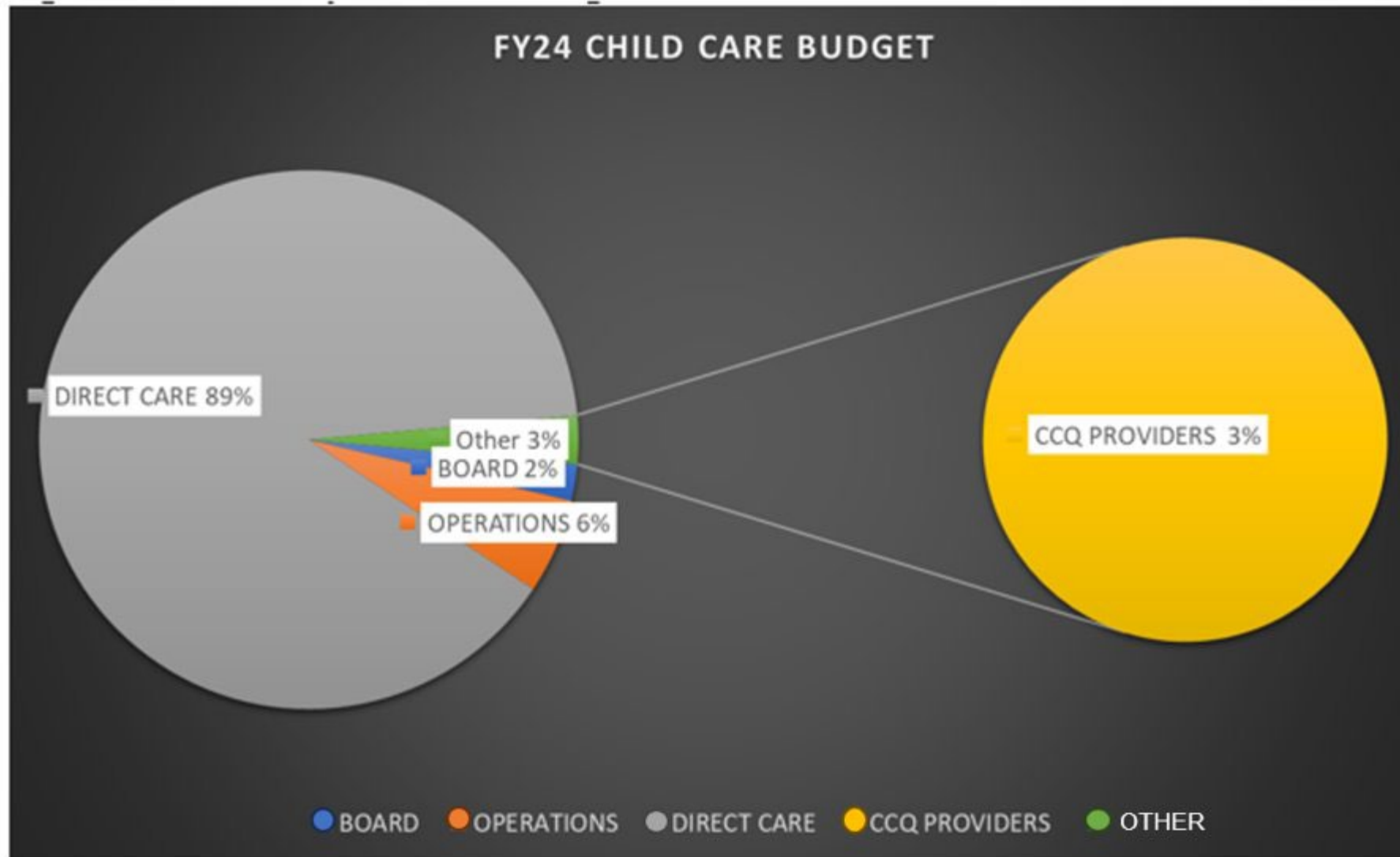


# Child Care Budget by Category

FY24 CHILD CARE BUDGET	AMOUNT	%
CORPORATE	\$ 2,646,582.00	2%
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<b>TOTAL CHILD CARE</b>	<b>\$ 120,940,625.03</b>	<b>100%</b>
CHILD CARE RESERVE	AMOUNT	%
LOW INCOME DIRECT CARE	\$ 2,585,310.00	2%
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CHILD CARE MATCH DIRECT CARE	\$ 7,562,035.00	6%
<b>TOTAL CHILD CARE</b>	<b>\$ 10,677,097.40</b>	<b>9%</b>



# Summary Child Care Budget



# Child Care Allocations by County

County	City	Total Child Care Discretionary	Total Child Care Mandatory	Child Care Match	Child Care Contracted Slots	Child Care Summary	Average %
<b>Budget</b>		<b>\$ 96,495,030.08</b>	<b>\$ 12,872,596.00</b>	<b>\$ 7,562,035.00</b>	<b>\$ 512,064.00</b>	<b>\$ 117,441,725.08</b>	
Bexar	San Antonio	79,980,593.55	10,669,542.96	5,835,297.25	395,137.77	96,880,571.53	82.49%
Atascosa	Pleasanton	1,577,173.97	210,397.61	150,727.99	10,206.56	1,948,506.14	1.66%
Bandera	Bandera	324,250.55	43,255.56	39,362.29	2,665.42	409,533.81	0.35%
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Guadalupe	Seguin	4,375,269.00	583,668.09	477,961.62	32,365.22	5,469,263.93	4.66%
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Medina	Hondo	1,625,479.46	216,841.64	129,805.41	8,789.79	1,980,916.29	1.69%
Wilson	Floresville	1,191,937.76	159,006.46	131,118.01	8,878.67	1,490,940.90	1.27%
<b>Total</b>		<b>\$ 96,495,030.08</b>	<b>\$ 12,872,596.00</b>	<b>\$ 7,562,035.00</b>	<b>\$ 512,064.00</b>	<b>\$ 117,441,725.08</b>	<b>100.00%</b>

# Child Care Reserve by County and Restriction

County	City	CCDF Discretionary	Child Care CCP (DFPS)	Child Care Match	Child Care Reserve	Average %
<b>Budget</b>		<b>\$ 2,585,310.00</b>	<b>\$ 529,752.40</b>	<b>\$ 7,562,035.00</b>	<b>\$ 10,677,097.40</b>	<b>\$ -</b>
Bexar	San Antonio	2,142,852.62	439,089.05	5,835,297.25	8,417,238.93	78.83%
Atascosa	Pleasanton	42,255.89	8,658.60	150,727.99	201,642.48	1.89%
Bandera	Bandera	8,687.37	1,780.12	39,362.29	49,829.78	0.47%
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Wilson	Floresville	31,934.58	6,543.67	131,118.01	169,596.27	1.59%
<b>Total</b>		<b>\$ 2,585,310.00</b>	<b>\$ 529,752.40</b>	<b>\$ 7,562,035.00</b>	<b>\$ 10,677,097.40</b>	<b>100.00%</b>

# Child Care Match

---

- Child Care requires a local match that is subject to change annually.
- FY22 was at \$7,372,742.
- It must be certificated annually by TWC.
- The board is budgeting a match of \$7,562,035 for FY23.
- The match will subsidize direct care expenditures in November and December of 2023.



# Wait List Status and Procedures

---

- In FY22, Child Care targets were reduced by TWC; when this occurred, the board was at 108% of performance, and there was a need to attrition down to 105% and establish a waitlist.
- The board utilizes local priority groups for the waitlist to ensure rural areas are provided equitable services.



# Current Year's Waitlist

CHILDREN ON A WAITLIST	OCT'22	NOV'22	DEC.22	JAN'23	FEB'23	MAR'23	APR'23	MAY'23	JUN'23	JUL'23	AUG'23
013 ATASCOSA	173	120	146	32	85	82	29	20	72	134	141
019 BANDERA	13	8	15	6	18	12	2	0	8	16	18
029 BEXAR	4332	3686	2018	1602	2866	3500	4029	4,343	5824	6369	5787
091 COMAL	155	93	148	65	94	64	40	33	69	128	166
163 FRIO	59	19	22	3	10	22	12	9	31	41	46
171 GILLESPIE	28	11	20	9	11	3	6	5	13	18	30
187 GUADALUPE	250	115	176	89	173	130	56	38	125	214	291
255 KARNES	13	13	12	0	1	7	2	2	14	26	32
259 KENDALL	32	15	18	7	17	16	10	4	14	31	44
265 KERR	111	80	97	39	60	47	19	13	57	87	111
311 McMullen	0	0	0	0	0	0	0	0	0	0	0
325 MEDINA	98	45	71	13	42	46	28	22	41	76	74
493 WILSON	44	23	42	17	27	17	14	7	21	44	59
<b>TOTAL</b>	<b>5308</b>	<b>4228</b>	<b>2785</b>	<b>1882</b>	<b>3404</b>	<b>3946</b>	<b>4247</b>	<b>4496</b>	<b>6289</b>	<b>7184</b>	<b>6799</b>
<b>Total Rural</b>	<b>976</b>	<b>542</b>	<b>767</b>	<b>280</b>	<b>538</b>	<b>446</b>	<b>218</b>	<b>153</b>	<b>465</b>	<b>815</b>	<b>1012</b>
<b>Total Bexar</b>	<b>4332</b>	<b>3686</b>	<b>2018</b>	<b>1602</b>	<b>2866</b>	<b>3500</b>	<b>4029</b>	<b>4343</b>	<b>5824</b>	<b>6369</b>	<b>5787</b>



# Waitlist Utilization

---

1. Rural siblings of a child that is already receiving care.
2. Rural WIOA participants.
3. Rural children on the waitlist when the rural enrollment percentage is less than 20% of the total enrollments.
4. Bexar County sibling of a child that is already receiving care.
5. Bexar County WIOA participants.
6. Families enrolled in Early Head Start Partnership Programs.
7. JBSA military members, civilians, and associated contractors.
8. Children dually enrolled in a recognized partner site.



# Early Care and Education

**Success Stories – October 20, 2023**

# Success Works – Shaundra Ragland



***“Workforce Solutions has helped me so much by making sure I have childcare available. I am a single mom who works without family nearby to watch my children. Anytime I have a question or concern, Child Care Services is always there with a fast response and a hand to help. Thank you for helping me with childcare so I can work and support my family.” – Shaundra R.***

# Success Works – Miranda Garcia



***“I am really appreciative of Child Care Services. It means so much to me to have my kids in a learning center so I can work full time or go back to school. Any time I speak with a representative to make a change, request a transfer, or have any questions, I am always met with professionalism and kindness. The staff is always knowledgeable and explain their processes in detail. Thank you, Child Care Services WORKERS!” – Miranda G.***

# Success Works – Teresa Cortina



***“Workforce Solutions Alamo has helped me with childcare assistance. It is a big help having childcare assistance to be able to work as single parent with a child with special needs.” – Teresa C.***

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Sandra Rodriguez, Youth Program Specialist

**Date:** October 20, 2023

**Subject:** Youth Performance Briefing

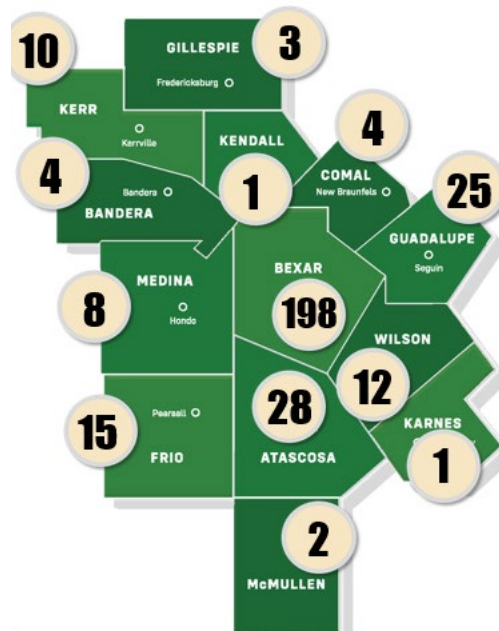
**Summary:** This is a briefing to the Youth Committee on the youth program's performance to-date for FY 2023.

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

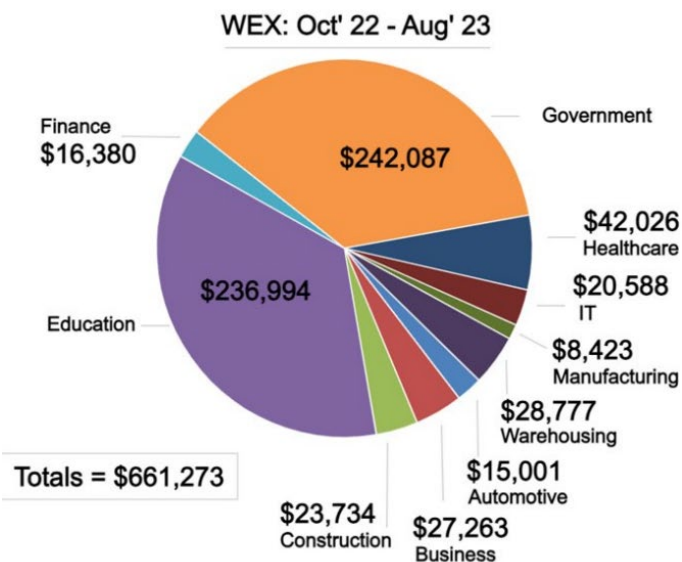
**Analysis:** The yearly goal for Urban In-School and Out-of-School Youth is 164 and has been exceeded at 121% with 198 enrolled youth. The yearly goal for Rural In-School and Out-of-School Youth is 31 which has also been exceeded at 365% with 113 youth enrolled. The current total of active WIOA Youth Participants is 311. Services provided in alignment with the 14 elements consist of Occupational/Vocational Training at 85% of measures met, Work Experience at 126% measures met, Supportive Services with 387% measures met, and Educational Services with 186% measures met.

WIOA YOUTH REPORT 2022-2023	Oct'22	Nov'22	Dec'22	Jan'23	Feb'23	Mar'23	Apr'23	May'23	June'23	July'23	Aug'23	TOTAL	Goal	%Met	
Enrollments - URBAN															
In-School Youth	1	1	1	1	0	2	1	2	17	1	0	27	198	164	121%
Out-of-School Youth	11	9	28	14	12	32	17	17	19	9	3	171			
Enrollments - RURAL															
In-School Youth	1	3	1	0	2	4	7	8	16	2	1	45	113	31	365%
Out-of-School Youth	9	14	4	1	4	4	5	8	12	5	2	68			
Services															
Occupational/Vocational Training	2	6	2	5	3	2	2	1	7	1	3	34		40	85%
Work Experience	7	4	4	13	8	18	8	23	65	16	11	177		140	126%
Supportive Services	43	54	53	85	47	103	56	90	103	119	55	808		209	387%
Educational Services (GED)	8	9	0	3	4	2	2	8	1	1	1	39		21	186%

Current active Youth count by county:

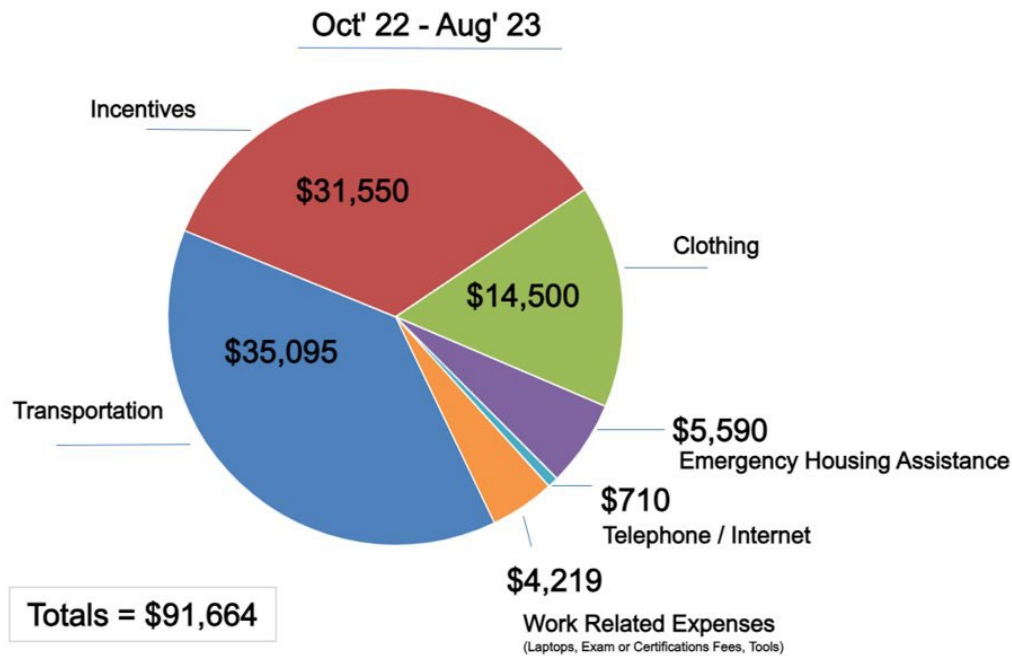


### Work Experience Breakdown



Rural Counties Served	Number of people served
Atascosa	33
Comal	2
Frio	14
Gillespie	2
Guadalupe	4
Kendall	2
Karnes	1
Kerr	7
Medina	6
Wilson	10
<b>Urban Counties Served</b>	
Bexar	96
<b>Total people served</b>	<b>177</b>

**Support Services Breakdown**



**Alternatives:** N/A

**Fiscal Impact:** N/A

**Recommendation:** N/A

**Next Steps:** WSA and the youth contractor will continue to monitor performance, work to ensure that enrollment remains at a level that does not negatively impact performance, and that the youth contractor continues to exceed all performance measures.

# Monthly Enrollment Progress

WIOA YOUTH REPORT 2022-2023	Oct'22	Nov'22	Dec'22	Jan'23	Feb'23	Mar'23	Apr'23	May'23	June'23	July'23	Aug'23	TOTAL		Goal	%Met
Enrollments - URBAN															
In-School Youth	1	1	1	1	0	2	1	2	17	1	0	27	198	164	121%
Out-of-School Youth	11	9	28	14	12	32	17	17	19	9	3	171			
Enrollments - RURAL															
In-School Youth	1	3	1	0	2	4	7	8	16	2	1	45	113	31	365%
Out-of-School Youth	9	14	4	1	4	4	5	8	12	5	2	68			
Services															
Occupational/Vocational Training	2	6	2	5	3	2	2	1	7	1	3	34		40	85%
Work Experience	7	4	4	13	8	18	8	23	65	16	11	177		140	126%
Supportive Services	43	54	53	85	47	103	56	90	103	119	55	808		209	387%
Educational Services (GED)	8	9	0	3	4	2	2	8	1	1	1	39		21	186%

## Overview:

Monthly enrollment of registered youth program participants and key services provided.

## Goal:

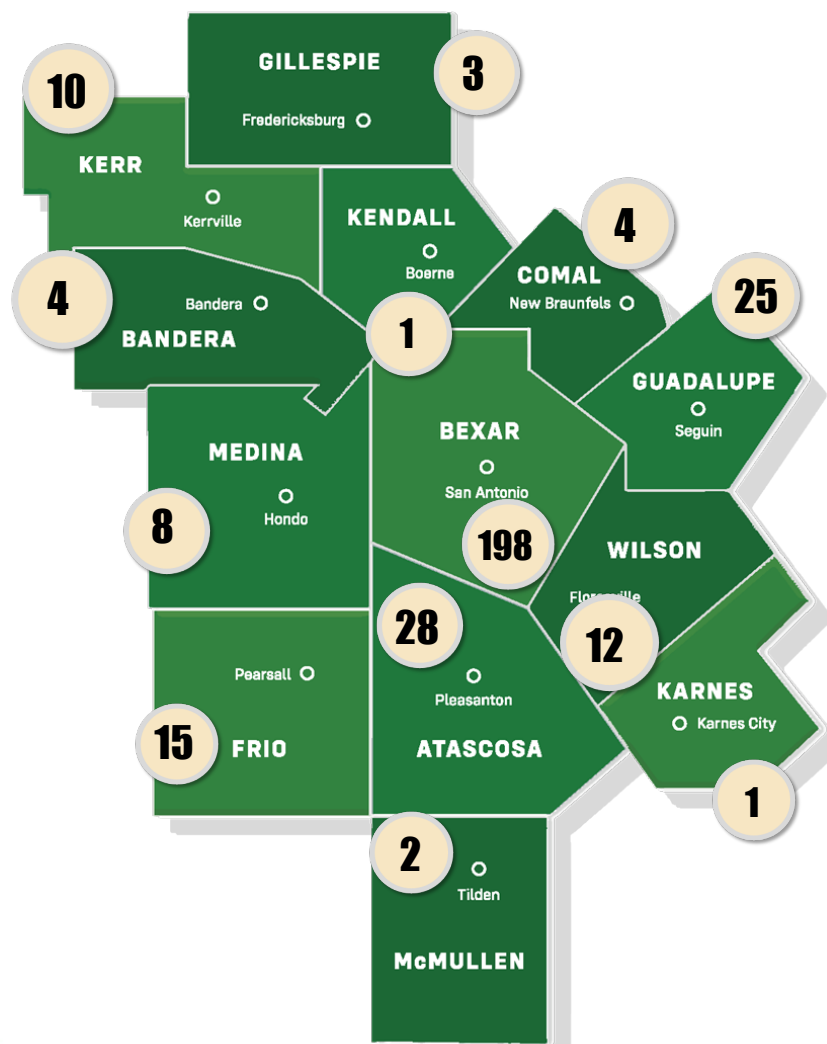
The yearly goal for Urban ISY and OSY is **164** youth participants and Rural ISY and OSY is **31** youth participants.

## Outcome:

Youth participation and services provided are on track for meeting and exceeding expectations, therefore, provides for a consistent type of coverage of WIOA elements and related services, current enrollment for Urban ISY and OSY is **198**, and Rural ISY and OSY is **113**.



# Active Youth Participants



## Current Total by County: 311

### Overview:

Current enrollment of active registered youth program participants and youth by county.

### Goal:

To serve the largest possible number of registered program participants and provide for a consistent type of coverage of WIOA elements and related services.

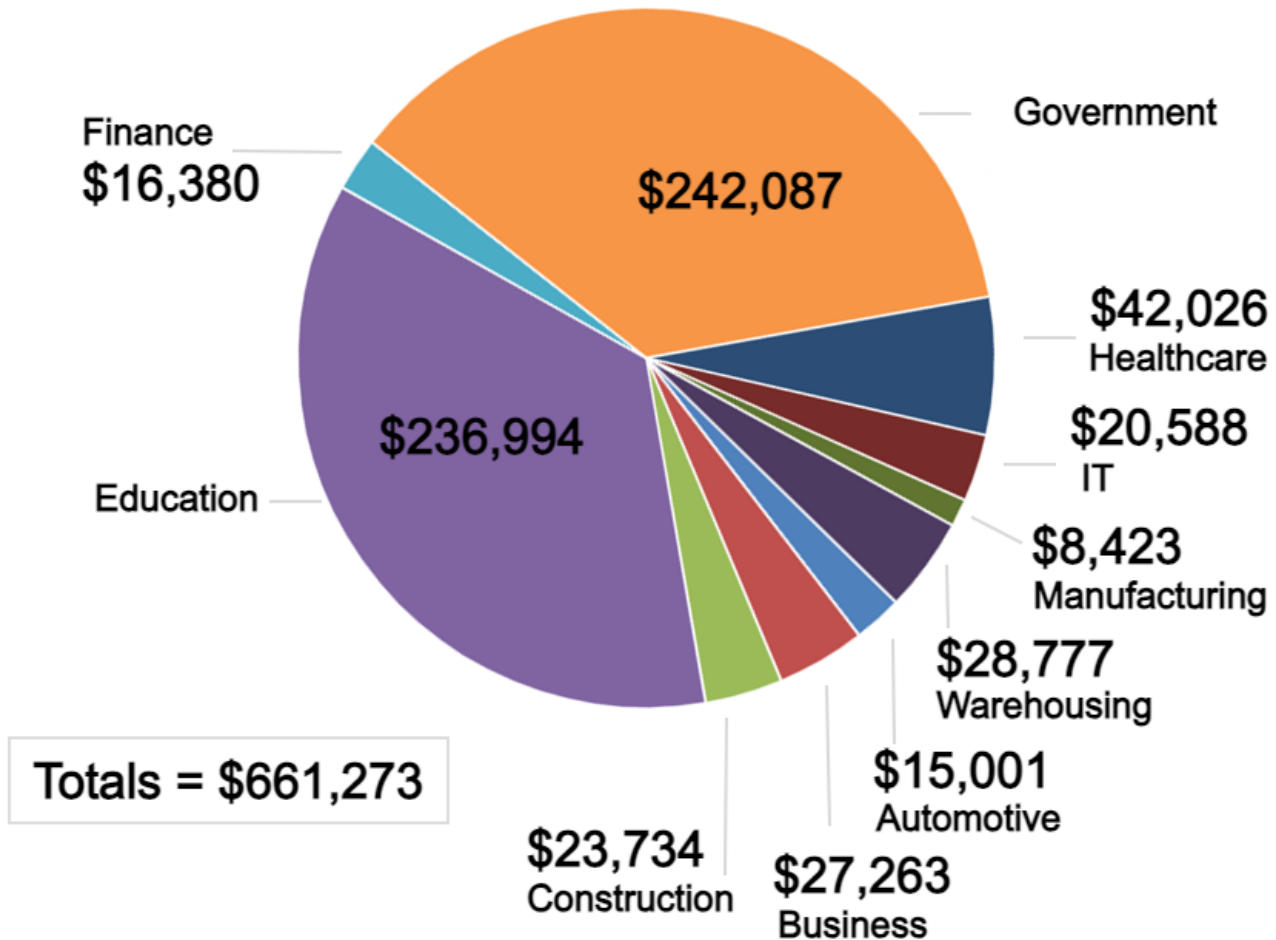
### Outcome:

Actively serving registered youth participants in each of WSA's 13-counties and meeting the 20% target of total participants from rural counties.



# Work Experience Analysis

WEX: Oct' 22 - Aug' 23

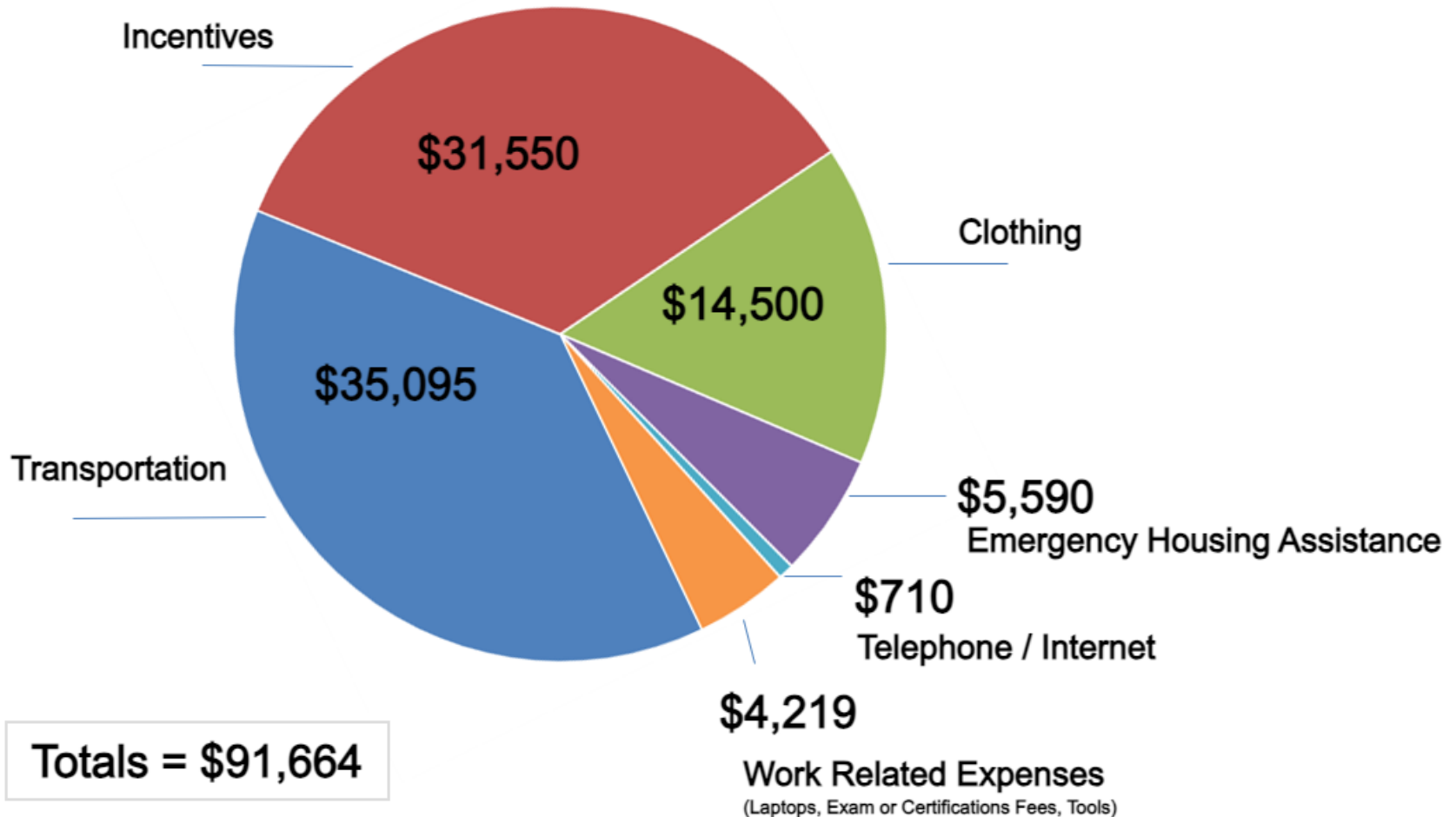


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Bexar	96
<b>Total people served</b>	<b>177</b>



# Support Services Analysis

Oct' 22 - Aug' 23



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Sandra Rodriguez, Youth Program Specialist

**Date:** October 20, 2023

**Subject:** Youth Career Pathways Events

---

**Summary:** To provide an update on the last rural youth event held in Medina County and provide information on the next two upcoming youth events scheduled for September.

Section 5.5 in the Workforce Commission Initiatives (WCI) Grant Statement of Work requires that WSA utilize TANF grant funds distributed to the workforce area to support the agency's Jobs Y'all events for middle school, high school, and postsecondary students. The events should invite employers to participate in a relevant way to help students explore career opportunities in their industries. Student participation should encourage exploration of career opportunities including understanding pathways to in-demand careers, networking, internships, and other applied learning opportunities. Parents should also be invited to attend with their children to discuss their special role in career exploration. Events shall be held using the branding of Jobs Y'all and may include Board-specific branding. Boards have the ability to locally determine dates.

In FY2023, WSA shifted from one large event to several smaller, industry focused events. This will support the engagement of youth at different locations, including both rural and urban areas, and targeting of a variety of industries and youth sub-populations. In addition, it will provide youth opportunities to attend multiple events over the course of the year and provide a greater variety of career exploration, resources, and employer interactions.

### Analysis:

#### June 29, 2023, Urban Event:

- Held at Braden Keller Community Center in Castroville, Texas from 3pm-7pm
- 59 youth, 41 parents, 24 employers/community organizations
- Industry focus for all industries

The responses from the youth event were also very positive. Parents were glad they had the opportunity to attend with their youth. The Solar Eclipse presentations were a great hit for all audiences.

### Upcoming Events:

#### September Rural Event – Comal County

- Date: Saturday, September 23, 2023
- Location: New Braunfels Food Bank
- All industries
- Goal: 200 youth

#### September Urban Event – Bexar County

- Date: September 29, 2023
- CPS Energy Headquarters
- Oil, Gas, and Engineering industries
- Goal: 150 youth (due to capacity limitations)

**Alternatives:** N/A

**Fiscal Impact:** Per TWC guidelines, youth programs require Boards to identify existing resources throughout their communities to serve youth.

#### June Event Expenditures

The Youth Specialist was able to obtain sponsorships/donations from the generous city of Castroville. As good stewards, the savings from the June Youth Event allows us to allocate the remaining funds to the upcoming youth events in Seguin, TX (Sept. 14) & San Antonio, TX (Sept. 29).

Sponsor	Amount Donated	Line items
Guadalupe Readymix	\$140.00	Snow Cones, Popcorn, Cotton Candy Machines
Walmart	\$100.00	Hot dogs, Cookies, Decorations
Friendly Stop	2 Large Boxes	Boxes of Chips
Pizza Hut	10 Pizzas	Pizza for Volunteers
Bush's Chicken		Tea, Ice, Cups

June Youth Budget	
Event Budget	\$8,320.67
Monthly % used	34.7 %
Venue	\$150.00
Promotional Materials	\$2,737.68
Event Total	\$2,887.68

**Recommendation:** WSA has been in conversation with a couple of urban and rural partners to leverage resources and maximize efforts for increased youth attendance.

**Next Steps:** Continue with the planning of the upcoming youth events and discuss what the partnership with partner agencies consists of for next program year's events.

# Jobs Y'all Youth Career Event

## Castroville, TX - June 29, 2023

### Sponsors



- **All Industries**
- **Rural Focus** – Braden Keller Community Center
- Castroville, TX (Medina County) 3:00 PM - 7:00 PM
- 59 students, 41+ parents, 24 employers/community organizations

Sponsor	Amount Donated	Line items
Guadalupe Readymix	\$140.00	Snow Cones, Popcorn, Cotton Candy Machines
Walmart	\$100.00	Hot dogs, Cookies, Decorations
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\* Per TWC guidelines, Youth Programs require Boards to identify existing resources throughout their communities to serve Youth.

As good stewards, the savings from this event allows us to allocate the remaining funds to the upcoming youth events Seguin, TX (Sept. 14) & San Antonio, TX (Sept. 29)

#### Next Steps from this event lead to....

- Students more likely to attend while school is in session due to transportation.
- Strong community presence willing to sponsor in Medina County.
- Great interest of solar eclipse events, early start to promoting initiative.



# Jobs Ya'll Youth Career Event

## Upcoming Rural Events

**POWER YOUR FUTURE  
CAREER EXPO**

**SEPTEMBER 23, 2023**  
**12:00 PM - 3 PM**

**YES!** Youth Empowerment Services

**JOBS YA'LL** Youth Under 25 Only



**NEW BRAUNFELS FOOD BANK**  
1620 South Seguin Avenue  
New Braunfels, Texas, 78130

**For youth ages 16-24.**

Explore high-growth, high-demand career opportunities.

For questions contact:  
Youth Empowerment Services at: [yes@wsalamo.org](mailto:yes@wsalamo.org)

**Register Here:**



**Workforce Solutions** **TEXAS WORKFORCE COMMISSION** **FOOD BANK** **New Braunfels**

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[www.workforcesolutionsalamo.org](http://www.workforcesolutionsalamo.org)

## Comal County New Braunfels, TX

- **All Industries**
- Date: September 23, 2023
- Time: 12 pm – 3 pm
- Location: New Braunfels Food Bank
- Goal: Target 300 youth & parents from Comal county



# Jobs Ya'll Youth Career Event


## Upcoming Urban Events

**POWER YOUR FUTURE  
CAREER EXPO**

**SEPTEMBER 29, 2023  
10 AM - 2 PM**

**YES!**  
Youth Empowerment Services

**JOBS  
YA'LL**




**CPS ENERGY HEADQUARTERS**  
500 McCullough  
San Antonio, TX 78215

**For youth ages 16-24.**

Explore high-growth, high-demand career opportunities in the Oil/Gas and Energy Industry.

For questions contact:  
Youth Empowerment Services at: [yes@wsalamo.org](mailto:yes@wsalamo.org)

**Register Here:**



A proud partner of the [americanjobcenter](https://www.americanjobcenter.org/) network



Follow us on social media:



[www.workforcesolutionsalamo.org](https://www.workforcesolutionsalamo.org)

## Bexar County San Antonio, TX

- Oil and Gas & Engineering
- Date: September 29, 2023
- Time: 10 am – 2 pm
- Location: CPS Headquarters
- Goal: Target 150 youth from Bexar county high schools



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Sandra Rodriguez, Youth Program Specialist

**Date:** October 20, 2023

**Subject:** FY24 Youth Program Goals

---

**Summary:** To provide the Youth Committee with the FY24 Youth Program Goals.

**Analysis:**

Goal #1

In collaboration with the youth contractor, Youth Program staff will complete asset mapping for rural and urban counties in alignment with WSA's sector-based model and WIOA's 14 Youth Elements. The Youth Program will implement and maintain strategic partnership development by scheduling recurring monthly meetings for key partners and quarterly meetings with all other partners.

Goal #2

Youth Program will identify talent pipelines, school partners and employers, and create co-enrollment mechanisms to enhance P-TECH connections.














Goal #3

Youth Program will create a service delivery model by establishing a framework based on Youth Committee Board recommendations, identifying key elements, and ongoing communication with key partners.

Planned Initiatives

FY24 Youth Program initiatives include participation in the San Antonio Rodeo and hosting a booth in the Ag-Mechanics Building and continuing collaboration with Southwest Research Institute in promoting the Annular and Total Solar Eclipses.

## FY23-24 Youth Career Exploration Events for Rural and Urban

January 2024 URBAN	January 2024 RURAL	April 2024 URBAN	September 2024 RURAL
 COHOSTED Event with UP Partnership	 COHOSTED Event with Seguin EDC	 JOB'S YA'LL YOUTH CAREER EXPO	 JOB'S YA'LL YOUTH CAREER EXPO
 San Antonio College	 Seguin City Coliseum	 Alamo College District	 ATASCOSA COUNTY
 All Industries Target: 1,000 youth	 All Industries Target: 800 youth	 Education, Finance, & IT Target: 400 youth	 Healthcare & Non-Profits Target: 400 youth
<div>  <div>Additional youth events are being explored with key partners, dates and times TBD</div> </div>			

**Alternatives:** N/A

**Fiscal Impact:** SA Rodeo booth cost is \$2000. There is no fiscal impact for the Annular and Total Eclipses promotion.

Section 5.5 in the Workforce Commission Initiatives (WCI) Grant Statement of Work requires that WSA utilize TANF grant funds distributed to the workforce area to support the agency's Jobs Y'all events for middle school, high school, and postsecondary students.

Youth Career Exploration budget for the 23-24 Program Year will be \$35,000.

**Recommendation:** N/A

**Next Steps:** WSA youth team will host career exploration events and invite employers to participate in a relevant way to help students explore career opportunities in their industries. Student participation will encourage 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 special role in career exploration. Events will be held using the branding of Jobs Y'all.

# Youth Program Goals



## COMPLETE ASSET MAPPING FOR RURAL AND URBAN

- Collaboration with Youth Contractor
- Use Sector-Based Model & 14 Elements
- Implement Strategic Partnership Development with routine meetings

## ENHANCE P-TECH CONNECTIONS

- Identify Pipelines
- Identify School Partners and Employers
- Create Co-enrollment Mechanisms

## CREATE SERVICE DELIVERY MODEL

- Establish a Framework Based On Board Recommendations
- Identify Key Elements
- Ongoing Communication With Youth Program Partners



# Youth Program Initiatives

## SA RODEO YOUTH EVENT

- **GOAL:** To expose incoming 8th graders to the Ag Mechanics industry pathways that is focused on agricultural power and mechanization
- Freeman Coliseum Ag-Mechanics Building
- Fiscal Impact: \$2000 to reserve booth for Youth Program with Jobs Ya'll Funding

**Feb. 8-25, 2024**

## ANNULAR & TOTAL ECLIPSE

- **GOAL:** Introduce and spark youths' interest in science-based industries
- Oct 14, 2023 – Annular (Sun will be covered except for a "ring of fire")
- April 08, 2024 – Total (Total darkness in our area for 4-min with temp dropping until the sun slowly emerges)
- Continuous collaboration with SAISD and Kerrville ISD (Kerr county)
- Fiscal Impact: No Fiscal Impact

**Oct. 14, 2023,  
&  
Apr. 8, 2024**



# Youth Career Exploration

January 2024  
URBAN



January 2024  
RURAL



April 2024  
URBAN



September 2024  
RURAL



Additional youth events are  
being explored with key  
partners, dates and times TBD





# Youth Success Stories



# South Flores Success: Antonio's Story

- Antonio enrolled into the YES! Program as an out-of-school youth. He was having a hard time finding employment after his contract terminated at his previous job. He had acquired hard skills in the automotive industry such as oil changes, changing of brake pads, and car maintenance.
- Antonio was recommended to complete a Work Experience Opportunity as an Express Lube Technician at Alamo Toyota. He expressed his excitement as he was going to be able to use his hard-earned skills.
- In April 2023, Antonio began his Work Experience Opportunity. He completed at the end of June 2023, and was offered full-time employment at Alamo Toyota.
- In July 2023, Antonio received his incentive of \$300 for obtaining employment in his Work Experience Assignment and is now placed in Follow-up Services. As an ambassador to the program, Antonio actively refers friends to the YES! Youth program and is proud of his accomplishments and how the program supported him.



# Seguin Success: Morgan's Story



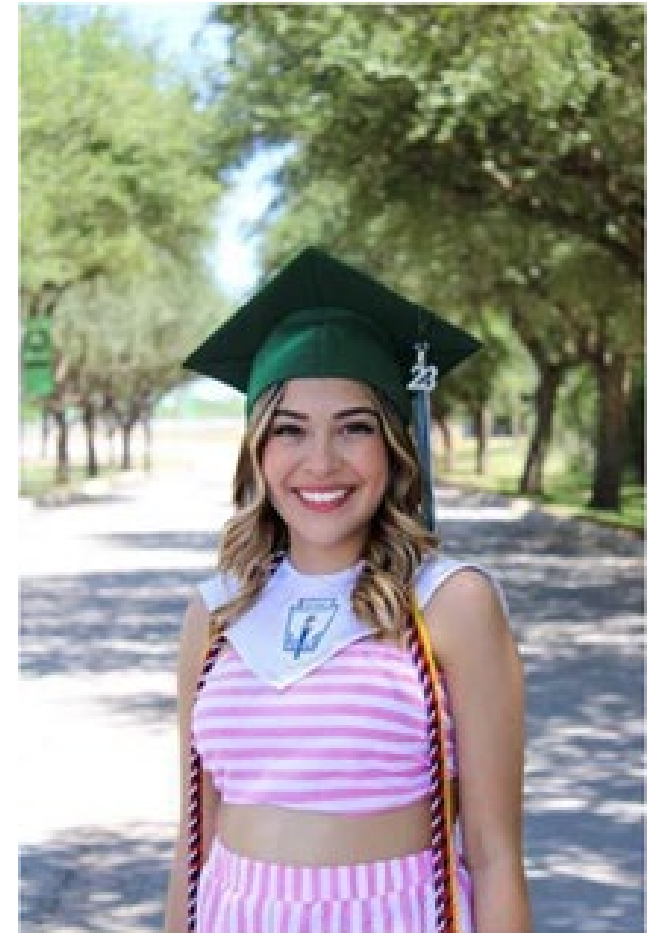
- Morgan joined the YES! Program in Guadalupe County as an out-of-school youth with a disability.
- She was working as an operator and no longer enjoyed her job. She did not see room for growth within her company and felt trapped. She aspired to obtain a dental assisting certification but did not know how she would be able to accomplish it since she could not afford to go to school. Morgan also did not know if she would have the time to attend school since she needed to maintain a full-time job to provide for herself.
- Morgan discovered the Dental Assisting School of Texas. The program would only be three months long and she would only need to attend one time a week allowing her to attend school while maintaining full-time employment.
- Morgan graduated and received her Dental Assisting Certification in May 2023. She is now working as a Dental Assistant at Tier One Dental in Seguin, Texas. Morgan says she enjoys going to work now and likes spending time with her work family, but what she loves most about her job is the connections she makes with her customers. Morgan is grateful for the opportunity to be part of the program which helped her reach her goal of obtaining a Dental Assisting Certification.
- Morgan's long-term goal now is to become a Dentist. She is confident the Yes! Program has helped place her on a path for long-term success, helping her achieve goals that she did not see as possible!



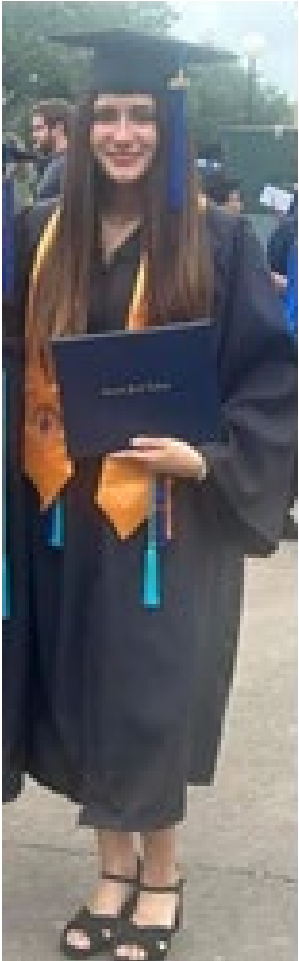
# Pearsall Success: Emilie's Story

- Emilie is a shining example of what can be achieved when young people are given the right support. She enrolled in the YES! Youth Program as an in-school youth in May 2022.
- During her time in the program, Emilie has been issued transportation assistance to get her to and from school. She has also received work-related clothing and a laptop for school to help position her for success.
- Emilie has received other incentives for her accomplishments. She was issued an incentive of \$250 for getting her high school diploma in May 2023. Additionally, she was issued \$200 for entering post-secondary education. She will also be receiving an added incentive of \$300 for gaining employment through the Work Experience Program. These incentives will help her to continue her education and achieve her goals.
- Emilie's story is one of hard work, determination, and perseverance. She faced many challenges along the way, but she never gave up. She is an inspiration to others and stands as a testament to the difference the program has made in her life.

*"This program is a valuable resource for young people, and I hope it will continue to help many more young people achieve their dreams." - Emilie*



# Floresville Success: Emily's Story



- Emily is an 18-year-old youth who joined the YES! Youth Program during the summer of 2023 in Wilson County. She enrolled with no formal training and was unemployed with no work experience.
- She was placed at the Wilson County Library as a Library Assistant. While in the Work Experience Program, Emily obtained customer service and organizational skills and experience working in an office setting which has given her confidence to work and communicate with the public.
- Emily was in the top ten of her graduating class of 2023 from Poth High School in Poth, Texas and was very involved in sports such as cheerleading, volleyball, basketball, and track. She was issued a \$250 incentive for completion of her high school diploma and a \$200 incentive for continuing her post-secondary education.
- Emily graduated from Coastal Bend College with an associate degree on May 12, 2023, and was accepted into Texas State University in San Marcos, TX majoring in Biology.
- Emily is very proud of all her accomplishments and is ready to start a new adventure in her life.



# East Houston Success: Wladianyer's Story

- Wladianyer is a 17-year-old high school graduate from Miami, Florida who came into the San Antonio Food Bank Workforce Career Center and enrolled into the YES! Youth Program in February 2023.
- He started a Work Experience Opportunity at K-9 Café Boutique & Spa as a Maintenance Specialist.
- After his completion, Wladianyer's was offered a full-time permanent position and was awarded a \$300 incentive for obtaining employment because of his work experience participation.
- Due to his excellent work ethic, Wladianyer has been promoted to Social Media Specialist with an increase in salary. He is a true example that with focus, hard work, initiative, and commitment anyone can achieve their goals!





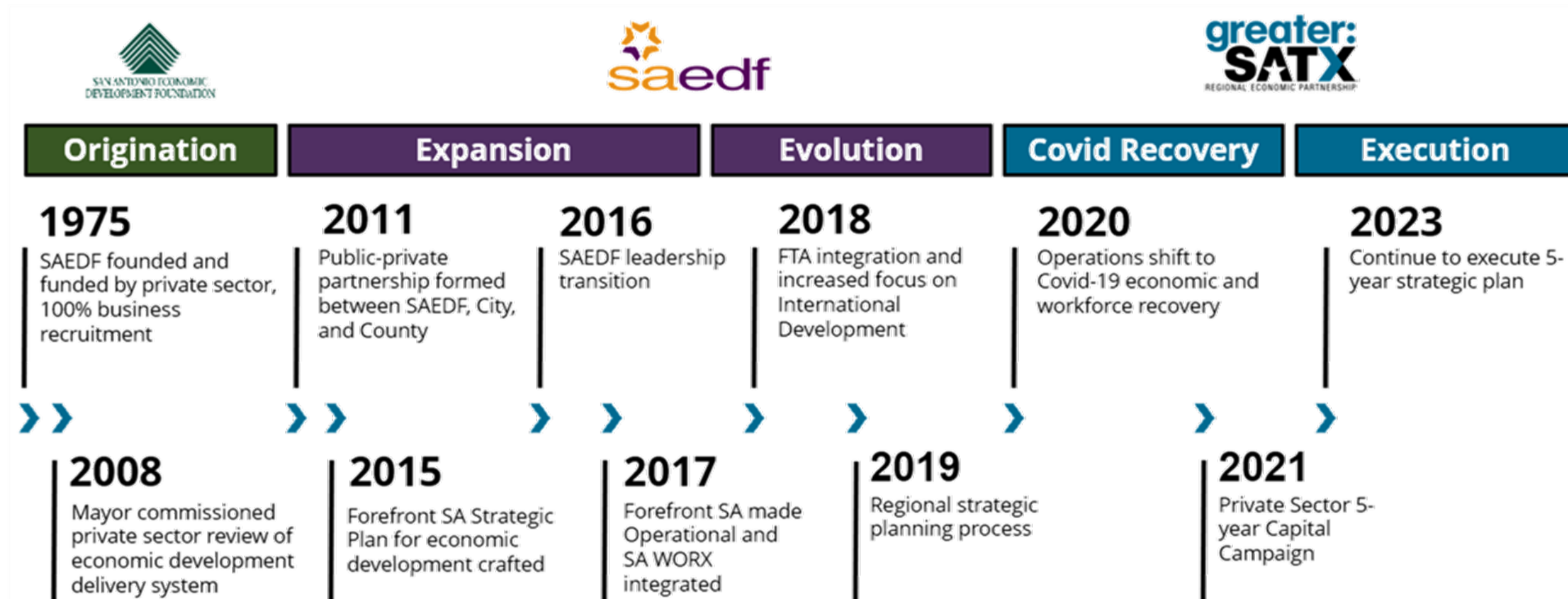
# greater: SATX

REGIONAL ECONOMIC PARTNERSHIP

**Talent Pipeline Management Update  
WSA – Strategic Committee Meeting**

# About greater:SATX

- greater:SATX is a public-private, regional economic development organization charged with developing and diversifying the San Antonio, Texas economy through **business attraction**, **business retention**, **workforce development** and **global marketing strategies**.



# Strategic Framework

**MISSION:** *To lead the development & diversification of the San Antonio, Texas regional economy through the location & expansion of quality employers & job-producing investments.*



Supported by 180 private sector investors, the organization is responsible for assisting over **500 companies** relocate or expand in the region that collectively employ more than **120,000 San Antonians**.

# Recent Wins

(2017-YTD 2023)

**27,850+**

New Jobs  
Announced

**\$6.4B**

Capital  
Investment

**700+**

Existing  
Business  
Assists

**144**

Deals  
Closed

**28.1K**

Work-Based  
Learning  
Opportunities

**49.9K**

Targeted  
Certificates  
& Degrees

## Headquarters Relocation or Expansion



## Facilities Relocation or Expansion



Microsoft



BOEING



accenture

Booz | Allen | Hamilton



NEMEAN  
SOLUTIONS, LLC



SAFERIDE



NAVISTAR



WEBSCALE



PENFED



CARVANA



PYASA



AISIN AW

Perch



THREADSCIENCE



Grupo  
Sesajal



SIMWON AMERICA CORP.

elringklinger



# Jobs: Grow, attract, and retain quality jobs

## Target Industries



Tech	Cyber	Bioscience	Financial Services	Manufacturing
<ul style="list-style-type: none"><li>• Growth in tech jobs and talent</li><li>• Highly concentrated in cloud infrastructure and support professionals</li><li>• Robust workforce pipeline</li><li>• Emerging “Tech District” in downtown San Antonio</li></ul>	<ul style="list-style-type: none"><li>• High concentration of cybersecurity professionals</li><li>• #1 Cyber degree program</li><li>• National Security Collaboration Center</li><li>• Cybersecurity Manufacturing Innovation Institute</li></ul>	<ul style="list-style-type: none"><li>• San Antonio Partnership for Precision Therapeutics</li><li>• Research &amp; Development</li><li>• Home of Military Medicine</li><li>• Strong Foundation</li></ul>	<ul style="list-style-type: none"><li>• High concentration of Financial Service companies</li><li>• Access to talent</li><li>• Cross collaboration – Cyber, Tech, and Data Science</li></ul>	<ul style="list-style-type: none"><li>• Sector History &amp; Diversity</li><li>• Infrastructure</li><li>• Workforce Development</li></ul>

Across Industries: Headquarters Operations, Military Missions, R&D and Commercialization Opportunities

# People: Develop, attract & retain talent

## Talent Retention Initiatives

- Alamo Fellows - first-generation, STEM college students
  - Career, professional and community connections
- 300+ SA WORX Alumni Network (former high school interns)
- Harvard Business School Young American Leaders Program
- Lead Higher Education Collaborative

## Talent Attraction

- Talent Attraction Campaign
  - Activate University Alumni Channels
- Career Pathways & Job-Matching Tool



# People: Develop, attract & retain talent

## Employer Engagement & Strengthening our Regional Workforce

- Talent Pipeline Management (TPM) implementation across (5) sectors with nearly 100 employers
- Support County's Educator Pipeline Collaborative
- Support City of San Antonio's Ready to Work – \$250M upskilling program

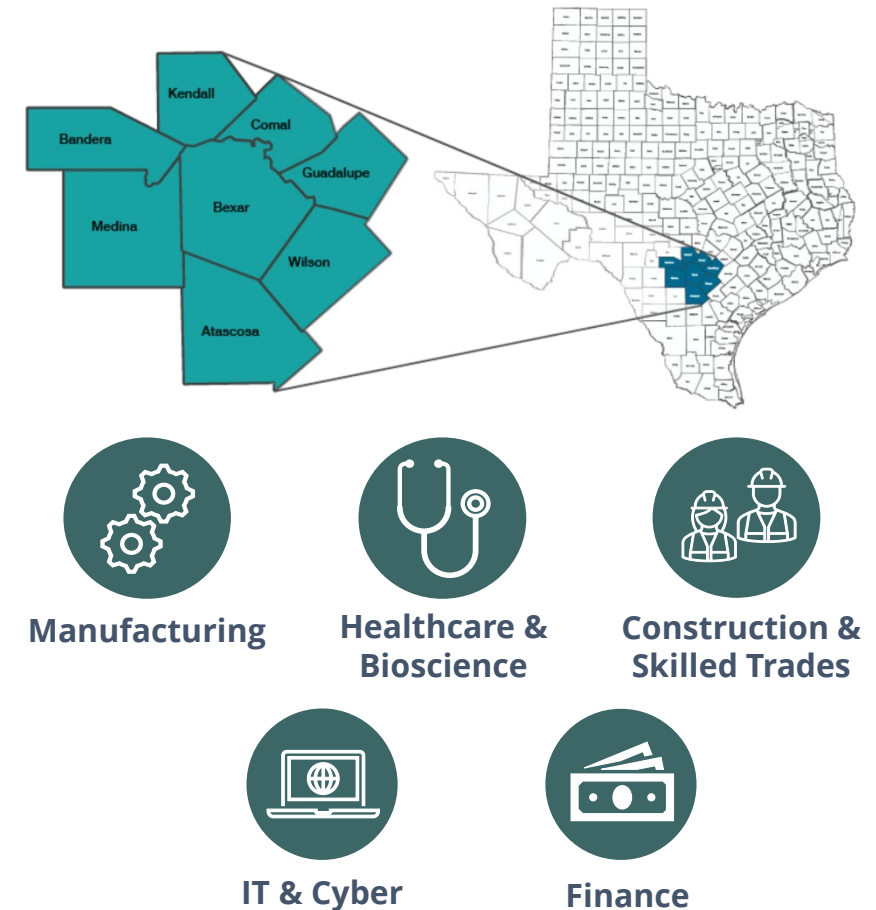


## Awareness, Exposure and Preparation

- Over 25,000 students participating in industry-led work-based learning activities
- Educator & Counselor Industry Externships
- Labor Market Intelligence reports

# Why TPM? SATX Perspective

- Aligns to greater:SATX's mission of driving economic growth by elevating San Antonio's regional workforce competitiveness to support both employer recruitment and retention.
- By aligning regional industry voice and streamlining needs and solutions, greater:SATX can positively impact businesses, learners and workers, and the overall community prosperity.
- Supports local efforts, including City of San Antonio's Ready to Work training and job placement and Apprenticeship Building American investments.
- Strong employer network and strategic partnerships resulted in more aggressive and expansive implementation
- Expert consultants: American Institutes for Research (AIR)



# TPM Framework Strategies



**Strategy 1:**  
Organize for Employer Leadership and Collaboration



**Strategy 3:**  
Align and Communicate Job Requirements



**Strategy 5:**  
Build Talent Supply Chains



**Strategy 2:**  
Project Critical Demand



**Strategy 4:**  
Analyze Talent Supply



**Strategy 6:**  
Engage in Continuous Improvement and Resiliency Planning

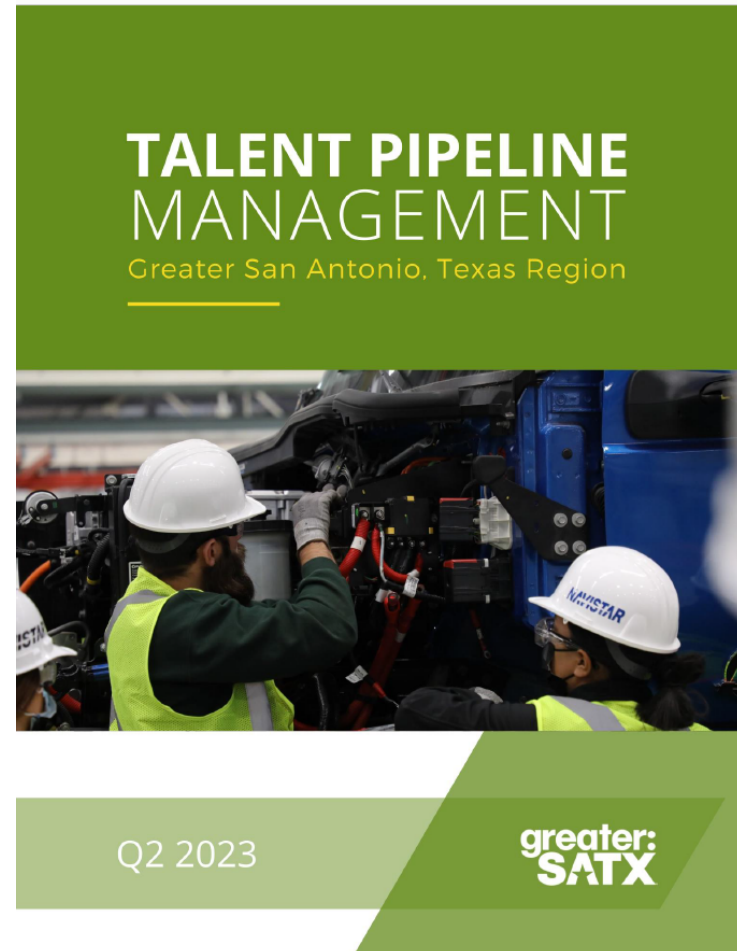


# Where We've Been. Where We're Going.

- **Manufacturing and Healthcare (Launched May 2022)**
  - Employers completed initial round of conversations with external providers (K12, Workforce Agencies, and Post-Secondary).
  - Employer representatives now signing up to lead working groups for next step deliverables.
    - Examples - Occupational Profile Training, Workforce Ecosystem Forum, Collaborative Recruitment Efforts, Shared Career Navigator and Resource.
- **Construction (Launched Q4 2022)** – Developing Pre-Apprenticeship and Bootcamp models, including a possible focus on recruitment efforts for women in trades.
- **Finance (Launched Q4 2022)** – Finalizing multiple career pathways to develop framework and focus for initial recruitment and training program alignment.
- **IT/Cybersecurity (Launched Q4 2022)** – Uncovered the diverse needs of the industry in the local market. Exploring partnership with the Business-Higher Education Forum and alignment with BHEF's competency mapping project.

# Demand and Supply: Shared Resources

- Quarterly **TPM Regional Snapshot** (pictured) to elevate awareness of TPM activities across Collaboratives and for the broader community.
- Upcoming **Occupational Profiles** to further elevate career pathway awareness among career coaches and jobseekers.



## Talent Pipeline Management Overview

May 2023 marked one year since greater:SATX embarked on implementing the U.S. Chamber of Commerce Foundation's Talent Pipeline Management (TPM) framework for the Greater San Antonio, Texas region. Since the [Q1 2023 TPM Snapshot](#), the region's 6 Industry Collaboratives have continued to advance through the strategic framework.

With an initial focus on Manufacturing and Healthcare Collaboratives, our San Antonio region has already seen the positive impact of aligning the collective employer voice in advancing workforce development strategies. The Manufacturing Collaborative has focused on increasing the number of Advanced Manufacturing Technician (AMT) training cohorts, validating occupations and related training under the City of San Antonio's [Ready to Work](#) program, and bridging the understanding of services and resources provided by workforce agencies to better meet employers' current and projected hiring needs and collectively addressing retention issues. The additional industry Collaboratives - Construction, Finance, and IT/Cyber - are at TPM Stage 2 which includes Demand Planning. The TPM Strategies and Stage phases are detailed in Figure 1. This Demand Planning process engages employers in projecting their future openings for their most critical jobs. There remain increased opportunities to ensure our future workforce is aligned with the growing operational needs of our region's target industries. greater:SATX will further the momentum of these Collaboratives to keep advancing them through the process.

This report details San Antonio's TPM updates through Q2 2023. The greater:SATX team will continue to provide regular updates throughout the TPM implementation stages.

## TPM Q2 2023 Update

Each TPM industry is organized into an employer Collaborative which meets on a pre-determined schedule to provide insights, data, and feedback. greater:SATX is actively engaging five industry Collaboratives, setting the pace for San Antonio to become a national leader in implementing the TPM framework.

- **Manufacturing:** Launched May 2022
- **Healthcare & Bioscience:** Launched May 2022
- **Construction & Skilled Trades:** Launched November 2022
- **Finance:** Launched December 2022
- **IT & Cybersecurity:** Launched December 2022
- **Education:** Ongoing partnership led by the Education Service Center-Region 20

2 | Talent Pipeline Management Q2 2023

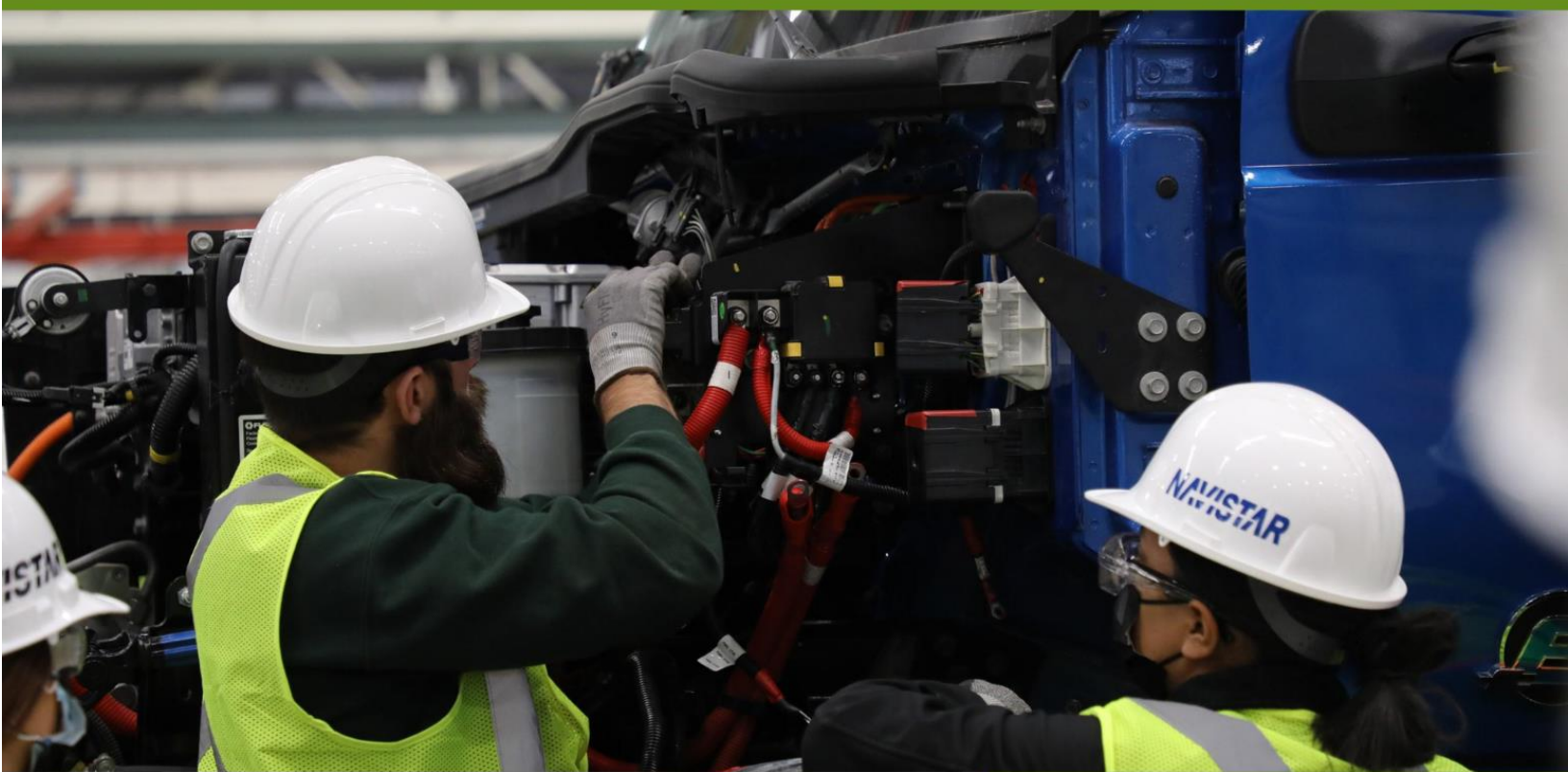


[www.greatersatx.com](http://www.greatersatx.com)

# TALENT PIPELINE MANAGEMENT

Greater San Antonio, Texas Region

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Q2 2023

greater:  
**SATX**

## Talent Pipeline Management Overview

May 2023 marked one year since greater:SATX embarked on implementing the U.S. Chamber of Commerce Foundation's Talent Pipeline Management (TPM) framework for the Greater San Antonio, Texas region. Since the [Q1 2023 TPM Snapshot](#), the region's 6 Industry Collaboratives have continued to advance through the strategic framework.

With an initial focus on Manufacturing and Healthcare Collaboratives, our San Antonio region has already seen the positive impact of aligning the collective employer voice in advancing workforce development strategies. The Manufacturing Collaborative has focused on increasing the number of Advanced Manufacturing Technician (AMT) training cohorts, validating occupations and related training under the City of San Antonio's [Ready to Work](#) program, and bridging the understanding of services and resources provided by workforce agencies to better meet employers' current and projected hiring needs and collectively addressing retention issues. The additional industry Collaboratives - Construction, Finance, and IT/Cyber - are at TPM Stage 2 which includes Demand Planning. The TPM Strategies and Stage phases are detailed in Figure 1. This Demand Planning process engages employers in projecting their future openings for their most critical jobs. There remain increased opportunities to ensure our future workforce is aligned with the growing operational needs of our region's target industries. greater:SATX will further the momentum of these Collaboratives to keep advancing them through the process.

This report details San Antonio's TPM updates through Q2 2023. The greater:SATX team will continue to provide regular updates throughout the TPM implementation stages.

## TPM Q2 2023 Update

Each TPM industry is organized into an employer Collaborative which meets on a pre-determined schedule to provide insights, data, and feedback. greater:SATX is actively engaging five industry Collaboratives, setting the pace for San Antonio to become a national leader in implementing the TPM framework.

- **Manufacturing:** Launched May 2022
- **Healthcare & Bioscience:** Launched May 2022
- **Construction & Skilled Trades:** Launched November 2022
- **Finance:** Launched December 2022
- **IT & Cybersecurity:** Launched December 2022
- **Education:** Ongoing partnership led by the Education Service Center-Region 20

## Framework Strategies and Timelines

The TPM model is a long-term investment in our community and industry training development. An industry Collaborative will typically meet over a 9-12-month period to discuss critical roles, align competencies and skillsets, and work with training providers to develop strategies and tactics that will address short-, mid-, and long-term talent solutions. Some of these may include career awareness and exploration, sector-based marketing and recruiting, training, and curriculum alignment. A sample timeline is provided in Figure 1.

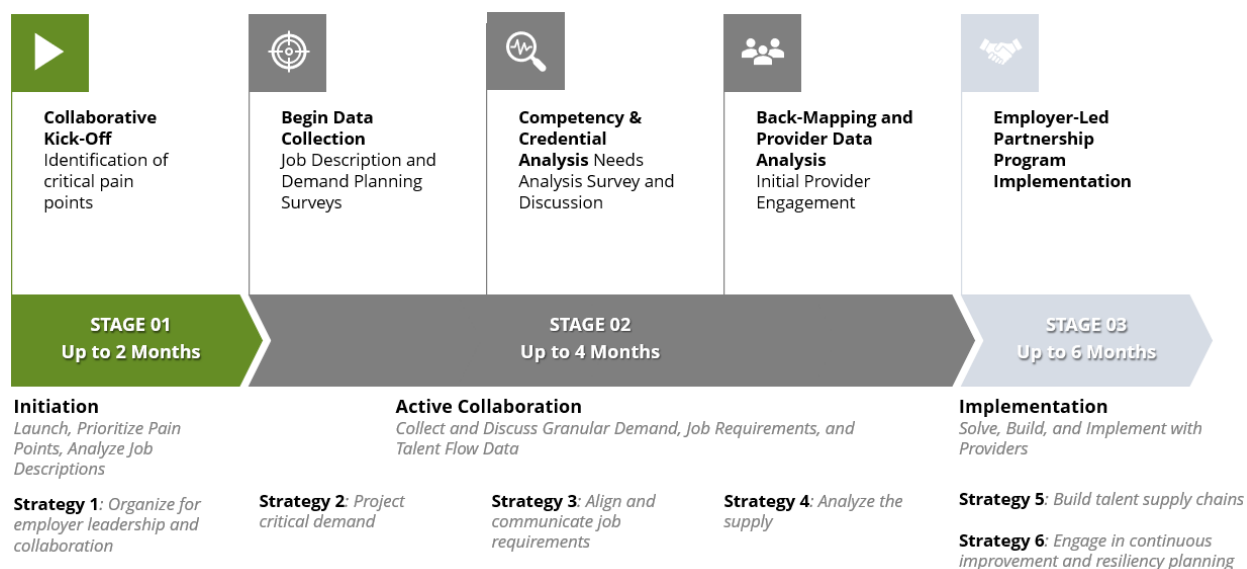


Figure 1

## Active Industry Collaborative Overviews

### Manufacturing

The Manufacturing Collaborative entered into Stage 3 and is now focused on TPM Strategy 5 to develop two-way conversations with external stakeholders, including K-12, Higher Education and Training Providers, and Workforce Agencies to build talent supply chains. During conversations in March 2023 and May 2023, the Collaborative shared 2-year projections and competency analysis data for the two priority roles previously identified through the TPM process, **entry-level operator** and **maintenance technicians**. By facilitating these two-way conversations, this collective industry data will serve to improve student and jobseeker training curriculums and career awareness for jobseekers, while also supporting talent demand planning. Figure 2 details the two-year projections for these priority roles.

Role	New Positions 2-year projection	Replacement (Retiring)	Replacement (Upskilling)	Replacement (Other)	Total Replacement 2-year projection	Total Positions 2-year projection
Maintenance Technician	197	46	95	90	231	428
Entry-Level Operator/ Assemble (or equivalent)	4,621	107	338	5,895	6,340	10,961

Figure 2: The data are two-year projections (2022-2024), as captured from 13 manufacturing Collaborative participants.

### Competency Analysis – Entry-Level Operator

The entry-level operator competency survey reviewed 52 technical competencies aligned with the Manufacturing Skill Standards Council (MSSC) framework. Overall, *safety* and *maintenance awareness* were rated the most important factors of success.

#### Top Competencies

- Utilize effective, safety-enhancing workplace practices
- Communicate quality problems
- Suggest processes and procedures that support safety of work environment
- Identify unsafe conditions and take corrective action
- Work in a safe and productive manufacturing workplace
- Perform all housekeeping to maintain production schedule
- Suggest continuous improvements

- Monitor indicators to ensure correct operations

#### Education and Experience Requirements

- 83% of the responding employers indicated that no experience was *required* for entry-level operator hires, but just over half *prefer* at least 1 year of experience.
- Almost all employers require *at least* a high school diploma or equivalent, while having no significant preference of Associate Degrees or higher.

### **Competency Analysis – Maintenance Technician Roles**

The maintenance technician role competency survey reviewed 72 technical competencies aligned with the National Urban Network framework. Overall, *safety* and *maintenance awareness* were rated most important factors of success.

#### Top Competencies

- Adheres to safety, health, and environmental rules and regulations
- Performs planned and unscheduled machine maintenance procedures in accordance with a company-approved maintenance plan
- Adheres to mechanical power transmission safety rules
- Performs preventative maintenance procedure for a given machine to extend machine life and minimize downtime
- Adheres to safety, health, and environmental rules and regulations for electronic power and control systems
- Performs machine operation, including start-up, emergency, and abnormal shutdown and manual functions to effectively and safely meet production and maintenance requirements (with operator present)
- Adheres to safety, health, and environmental rules and regulations for welding
- Monitors machine operation and verifies that performance meets production requirements
- Performs predictive maintenance on a given machine to extend machine life and minimize downtime
- Uses hand tools to inspect, adjust/tighten, and support assemble/disassemble equipment and support preventative maintenances, inspection, and troubleshooting activities
- Adheres to fluid power systems safety rules while understanding safety, health, and environmental rules and regulations

#### Education and Experience Requirements

- More than half of the responding employers indicated that 1 to 3 years' experience is *required* for maintenance technician hires, with *some need* for 3+ years.

- Almost all employers require *at least* a high school diploma or equivalent, while 75% *prefer* Associate Degrees or higher.
- Maintenance technician roles are typically seen as an upskilling opportunity for individuals that have entry-level work-related experience.

## Key Takeaways: Employer and Training Partner Meeting

The focused, two-way discussions with each group yielded numerous actionable takeaways. The following sections detail some of the key perspectives from the two-part session. An expanded view of the meeting discussions can be reviewed in the documented notes for [part 1](#) and [part 2](#).

### K-12 Partners Meeting

#### Employer Perspective

4-year degrees are not the only entry into manufacturing or career development. Nor is there a divide between 4-year degree roles and “lesser than” positions. Career development opportunities are extensive and available through all entry-level roles, including the potential to begin a career pathway into high-wage and technical engineering roles after receiving a high school diploma or industry certification.

#### K-12 Partner Perspective

There is a need to engage directly with employers to provide externship, teacher/counselor job shadows, and/or industry provided instructors for educators to maintain role and technology familiarity.

Increase career exploration with outreach to middle and elementary schools, as students are already making decisions about specialty and magnet programs in middle school.

## Workforce Agencies Partners Meeting

### Employer Perspective

Childcare is always an issue but becomes a larger barrier during the non-traditional shifts. Desire to work together to address this disparity.

Make sure we are not just “selling jobs”, but career pathways. Work together to better tell the success stories.

### Workforce Agency Partner Perspective

Create opportunities for Case Managers to visit facilities to learn more about the roles and working environment.

Many agencies provide continued services to candidates even after job placement. Increase collaboration between the agencies and employers to identify where support can be offered for various retention barriers.

## Higher Education and Training Provider Partners Meeting

### Employer Perspective

Continuous feedback loop and training agility improves hiring success.

Commitment to find opportunities for employers and training providers to debrief on program completers and recent hires.

### Higher Education and Training Provider Partner Perspective

Engage in collaborative recruiting, meaning partner with employers to visit K-12 to tell the full story of education and hiring.

Instructor loan programs from industry would provide increased class offerings, improve current industry knowledge, and serve as a possible recruiting tool for employers.

## *Next Steps*

Employers will identify partnership and collaboration opportunities with each external partner group. This will include sharing occupational profiles and career pathways both for individual organizations and collectively as an industry. Additionally, the Collaborative will determine where work overlaps with each partner group to provide warm learner and jobseeker transitions through the education and workforce ecosystem. The Collaborative plans to have these defined deliverables and next steps developed by early Fall 2023.

## Healthcare

Similar to the Manufacturing Collaborative, the Healthcare Collaborative entered Stage 3 and is now focused on TPM Strategy 5 of the TPM framework to develop two-way conversations with external stakeholders, including K-12, Higher Education and Training Providers, and Workforce Agencies. During the initial conversations with external partners in March 2023 and May 2023, the Collaborative outlined the differences in the career pathway entry points for hospitals versus clinical work environments. With additional training and certifications, both entry points ultimately lead into nursing career pathways. Figure 3 details the two career pathway entry points.

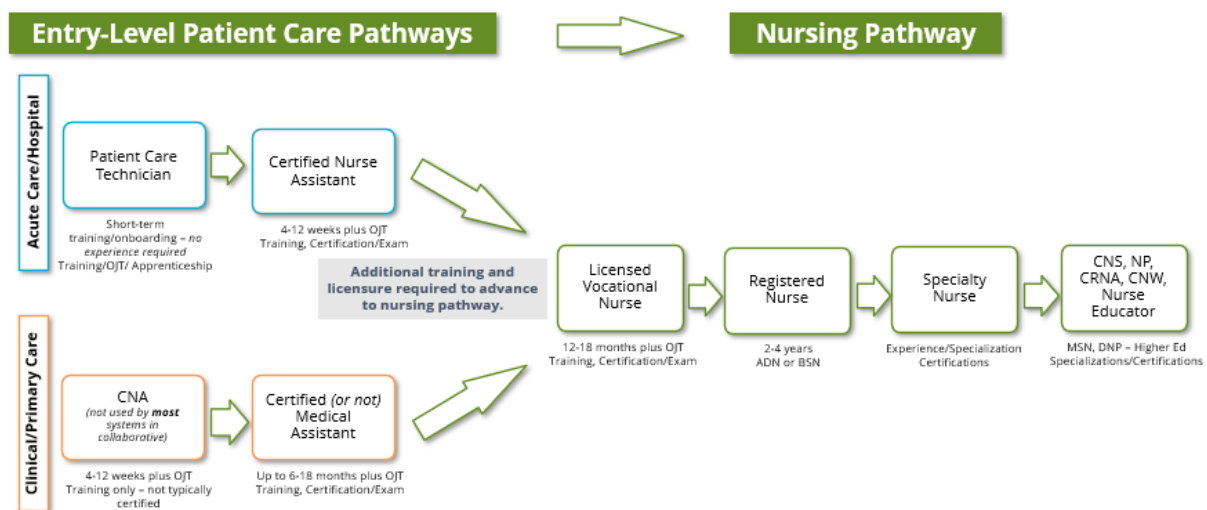


Figure 3

There are work environment nuances that differ between the two entry points for nursing career pathways, as noted below.

### Acute Care / Hospital Career Pathway

- May walk longer distances across hospital/campus
- Multiple shifts common – which can promote flexibility and increased pay
- Fast-paced, team environment, often addressing serious, complex illness/injury
- Variability in regularity of patient interaction based on where a role is in a hospital system (e.g., critical care/bedside roles versus operating room nurses)

### Clinical / Primary Care Career Pathway

- Often smaller teams, individual work, smaller office/less distance but still fast-paced
- More opportunities for shift regularity
- Variability in specialization/clinic type and often less serious illness and injury

- Shorter interaction with patients – outpatient, shorter visits, etc.—but longer-term and often higher patient loads per day

## **Key Takeaways: Employer and Training Partner Meeting**

The following notes outline major takeaways from focused discussions between the employers and each stakeholder group. The following sections detail some of the key perspectives from the two-part session. An expanded view of the meeting discussions can be reviewed in the documented notes for [part 1](#) and [part 2](#).

### K-12 Partners Meeting

#### Employer Perspective

Healthcare is everywhere and the need will always be present, so job security is high. Not just hospital positions or clinical, these roles can even be data analytics, coding, front/back office, etc.

There are steady career opportunities with various options for growth and easily transferrable skills within the industry. This is rewarding work with immense community impact.

#### K-12 Partner Perspective

Students are extremely interested in job shadow and internship opportunities within Healthcare.

Education partners want to work together to best align high school students with work-based learning. There are needs for both in-person and virtual opportunities.

## Workforce Agencies Partners Meeting

### Employer Perspective

It is important that jobseekers understand the mission and culture of each employer. Identified opportunities for collaboration and partnership to best communicate that through the Workforce Partners.

Employers do not require prior experience or clinical rotations for many roles. It is critical to understand that many jobseekers want this experience, but it is not a requirement. This could be better communicated that this experience can be built into the onboarding process.

### Workforce Partner Perspective

Jobseeker clients are looking for work-based learning opportunities – externships, internships, and apprenticeships. Many are nervous to enter the field right after training and want to experience the role before being hired. Role exploration opportunities might reduce retention issues that employers are experiencing. This conflicts with what many employers require, so identified collaboration on requirement and job seeker/trainee preference will be an important next step.

## Higher Education and Training Provider Partners Meeting

### Employer Perspective

Need to elevate awareness of the general entry points into healthcare careers, as well as the pathways available through CNA, MA, and PCT training, dependent on the higher education provider and career trajectory.

Employers would like shared training completion projections to adjust hiring expectations and timing.

### Higher Education and Training Provider Partner Perspective

Training providers have identified the importance of general professional development skills in the coursework – leadership, communication, and customer service.

Need industry & employer collateral, career pathways, and candidate profile information to share with students.

## *Next Steps*

Employers will identify partnership and collaboration opportunities with each external partner group. This will include sharing occupational profiles and career pathways unique to employers and collectively as an industry. Additionally, the Collaborative will determine

where work overlaps with each partner group to provide better transitions for learners and job seekers through the education and workforce ecosystem. The Collaborative plans to have these defined deliverables and next steps developed by early Fall 2023.

## Construction & Skilled Trades

The Construction & Skilled Trades Collaborative is currently in Stage 2, focused on TPM Strategies 3 & 4. The initial Construction & Skilled Trades Collaborative conversations identified two critical issues for the industry: 1) general quantity of candidate interest for entry-level and trades roles and 2) a lack of experienced leaders. Specifically, the two critical experienced roles identified through employer surveys are **superintendents / assistant superintendents** and **specialized project managers**. While these roles require extensive career experience, the Collaborative is working to identify potential upskilling opportunities to help transition some middle-career individuals into management opportunities. The specific skillsets identified as priority for upskill training are team communication and management, blueprint reading, and project management software knowledge.

Additionally, the Collaborative held extensive discussions around general career awareness and exposure in the San Antonio region. Like Manufacturing, the perception of Construction & Skilled Trades careers anecdotally has a negative impact on interest from school-aged students and jobseekers, in general.

greater: SATX invited the Greater Houston Partnership to provide a virtual learning session for the TPM Construction & Skilled Trades Collaborative around Construction & Skilled Trades efforts made in the Houston region. Similar to San Antonio, Houston had a low quantity interest issue and worked to develop a campaign to combat the awareness and perception issues through shared career opportunity stories, citywide contests for K-12 students, and pre-apprenticeship & apprenticeship models to provide work-based learning experience to increase industry exposure and positive perception.

### *Next steps*

Encouraged by the success in the Houston region, the Collaborative plans to move forward on developing robust pre-apprenticeship models and partnerships, explore citywide industry career awareness efforts, and increase job shadows and other work-based learning opportunities. Additionally, the Collaborative will explore providing training and externship programs for the San Antonio region's K-12 school districts.

## Finance

The Finance Collaborative is currently in Stage 2, focused on TPM Strategy 4. Through an initial survey request, the Finance Collaborative identified that customer service roles serve as the best entry-level opportunity for many non-degreed jobseekers who want to start careers in the industry. These roles include call center, customer service, and membership representatives. Most finance employers do not require a background in finance or banking to enter these roles but offer extensive onboard training (6-12 weeks) to learn about the industry, regulations, and banking services.

With a focus on both front-office, customer-facing career pathways and back-office career pathways, this Collaborative seeks to look internally to advance customer service talent *either* through promotion into customer service or operations management roles *or* through upskilling and certification in a variety of finance career pathways.

The Collaborative explored the preferred skills and the initial career pathways available for an individual entering a career in finance, depicted in Figure 4. These pathways may be used by employers to guide their incumbent staff as well as career guidance tools for career counselors, case workers, students and adult learners, and other stakeholders navigating the various pathways and on-ramps to finance jobs, as well as their associated training, education, and certification requirements.

### Preferred Skillsets:

- Previous customer service, retail, or hospitality experience
- Basic math skills
- Digital and computer aptitude

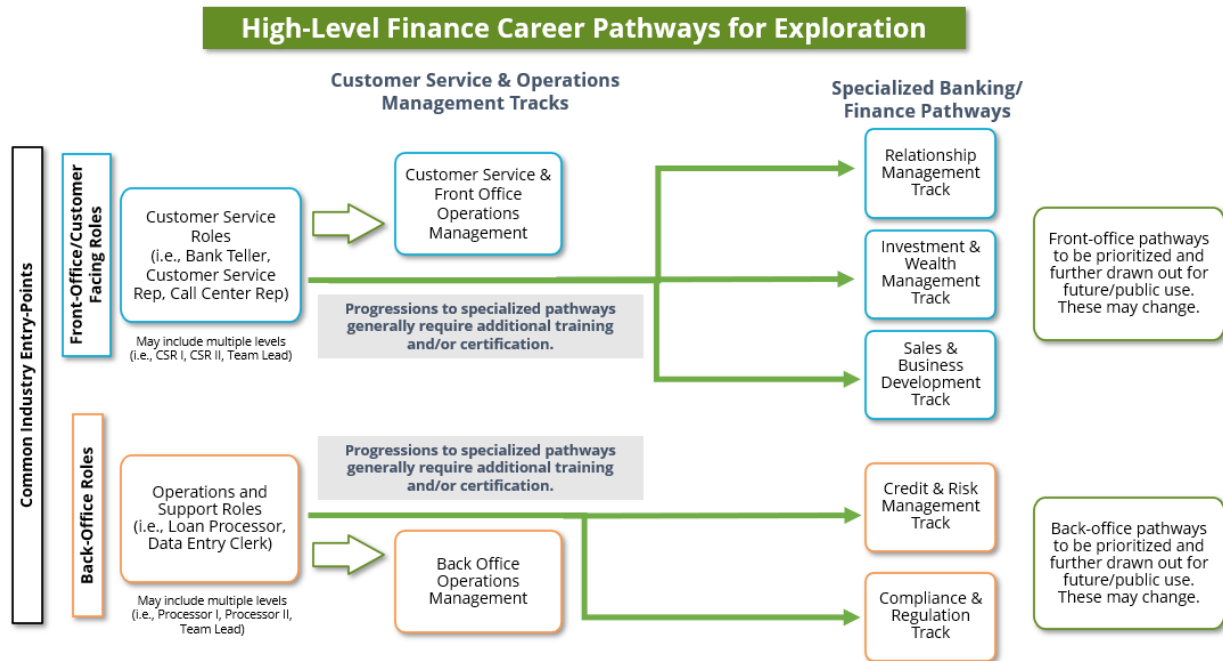


Figure 4

This initial career pathway was created in response to two initial employer Collaborative conversations about critical roles and pathways of opportunity for those in more entry-level jobs. This pathway will be further validated by employers and refined in the next two quarters. The Collaborative will continue to prioritize specialized pathways based on employer needs in alignment with the jobs available in the Greater San Antonio region.

### Next Steps

The Collaborative will further explore the career pathway drafts to better document the differences between "customer facing" and "back office" roles. Additionally, the Collaborative will compile details on upskilling requirements (internal or external), certification, licenses, and degrees necessary for career growth to support development through the career pathways.

A competency analysis survey will also establish the shared customer service role requirements and determine if pre-employment training for these requirements can better assist recruitment and reduce retention issues. While specific onboarding will still be necessary for most employers, candidates would be more prepared for the roles and expectations on Day 1 if they were provided pre-employment training.

## IT & Cybersecurity

IT & Cybersecurity Collaborative entered Stage 2, focused on TPM Strategies 3 & 4. Different than the other collaboratives, IT & Cybersecurity Collaborative employers have a greater need to hire **experienced** and **middle-career roles**, rather than entry-level roles. Certifications and training needed by employers vary, but candidates' aptitude to learn and adapt to new technologies is highly valued.

The industry's workforce challenges are compounded due in part, as identified by the Collaborative, to the specific needs and experience requirements for each employer. That said, reflecting on our region's IT & Cybersecurity workforce, the Collaborative collectively identified the following needs:

- Build employee skills of communication and teamwork. There is often a struggle to identify candidates with leadership skills and abilities.
- Understand that each organization likely uses some proprietary software/operating systems that will require extensive onboarding and learning processes, regardless of hiring for entry-level or middle-career roles.
- Improve regional focus on talent retention and attraction, especially with virtual and hybrid work models continuing to trend. There is an identified opportunity to elevate awareness of SATX as a destination for **IT talent** and to support building community within the industry to reduce the "talent flight risk," as referenced by Collaborative members.
- Explore ways to expand and develop tech/workforce ecosystem locally to improve regional affinity and keep talent local.

### *Next Steps*

The Collaborative continues to work toward identifying a collective occupational need for the region. Some next steps include validating education and experience requirements for top regional occupations, reviewing the quality of training programs, and confirming entry-level role needs for our region. Concurrently, the Collaborative will also focus on industry awareness for our region as a talent and operations destination.

## City of San Antonio's Ready to Work Program

The information gathered will be regularly aggregated (anonymously) and shared with partner organizations to inform workforce and training initiatives. Specifically, we are partnering with the City of San Antonio's Ready to Work initiative to ensure that future participants are fully aware of and trained specifically for our region's career opportunities. TPM Collaboratives will directly inform the target occupations and employer preferred training in support of the success of the \$200 million Ready to Work initiative.

## Join Us

The Talent Pipeline Management framework is built on industry best practices that provide an agile and structured workforce development process focused on employer return on investment. Across the nation, there are over 19 cohorts and 40 states participating.

To learn more and get involved in our regional industry collaboratives contact Christopher Mammen, Vice President of Workforce Development, at [Christopher@greatersatx.com](mailto:Christopher@greatersatx.com).



U.S. Chamber of Commerce  
Foundation





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## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

**Subject:** Procurement Diversity Update (SMWVBE)

**Summary:** Workforce Solutions Alamo - Board of Directors adopted a Historically Underutilized Business, HUB Policy in the Spring of 2021. The diversity program compares overall vendor expenditures for WSA with Small, Minority, Women, or Veteran Owned Business Enterprises (SMWVBE). Procurement and Contracts provides regular updates on SMWVBE expenditures to the Board of Directors.

**Update:** Revisions to reporting have been made to compare overall expenditures between SMWVBE and non-SMWVBE vendors.

- WSA's SMWVBE year-to-date percentage of Board corporate expenditures is **41.12%** for the reporting period 10/01/2022 – 07/31/2023.
- Fiscal year-to-date: WSA has issued payments to approximately 123 vendors for the purchase of goods and services with 39 identifying as HUB, including four new vendors that were added 1 – Asian, 1 – Hispanic, and 2 – Small Businesses.
- WSA Procurement and Contracts Management makes efforts to solicit at least two SMWVBE vendors to purchase goods and services exceeding the micro-purchase threshold.
- WSA may rely on the certification credentials granted by the State of Texas, South Central Texas Regional Certification Agency (SCTRCA), or other means to identify eligible Small, Minority and/or Woman owned Businesses for reporting purposes.
- Outreach efforts include:
  - ✓ Utilizing various local SMWVBE online search directories, including The Maestro Entrepreneur Center, The South-Central Texas Regional Certification Agency (SCTRCA), and Texas Central Master Bidders List, CMBL.
  - ✓ Ongoing vendor assistance provided as needed on How to do Business with WSA.
  - ✓ Establishing and fostering communication with SMWVBE and non-designated vendors, suppliers, professionals, and contractors to involve them in the procurement process.
  - ✓ Encouraging SMWVBE participation at pre-bid conferences; developing and encouraging the promotion and use of the Electronic Purchasing Notice and Document Distribution System at no cost to the vendor.
  - ✓ Continue to monitor SMWVBE Tracking and Reporting.
  - ✓ Maintaining and updating internal vendor registry for use in identifying vendors for end users seeking to increase the utilization of SMWVBES in the execution of purchases.

- ✓ Advertising for bid submissions online and electronic invitation may be utilized to notify vendors, suppliers, and contractors as to the availability of contracting opportunities.
- ✓ Participation at the annual Bexar County Small Business Expo at the Freen Coliseum in December.
- ✓ The Procurement Office at least once annually surveys its vendors to provide updates and cross-reference its internal list of SMWVBE to the responses received to update status.

**Fiscal Impact:** Workforce Solutions Alamo has an aspirational goal of 20% of expenditures going to SMWVBE vendors. WSA's SMWVBE year-to-date percentage of Board corporate expenditures is **41.12%** for the reporting period 10/01/2022 – 07/31/2023. In the Board's previous fiscal year, which was for the period ending September 30, 2022, the expenditure rate was 22.6%. Efforts continue to identify the SMWVBE status of WSA's current vendors and register new vendors.

**Recommendation:** Continue utilizing SMWVBE vendors when practicable, reasonable, and within sound business principles. The Board will continue to monitor and provide regular updates on utilizing SMWVBE vendors.

**Next Steps:** Procurement will update the Strategic Committee and the Board of Directors periodically on WSA's progress to achieve our stated aspirational goal of 20%.

**Attachments:** None.

# SMALL, MINORITY, WOMEN AND/OR VETERAN OWNED BUSINESS ENTERPRISES, DIVERSITY PROGRAM

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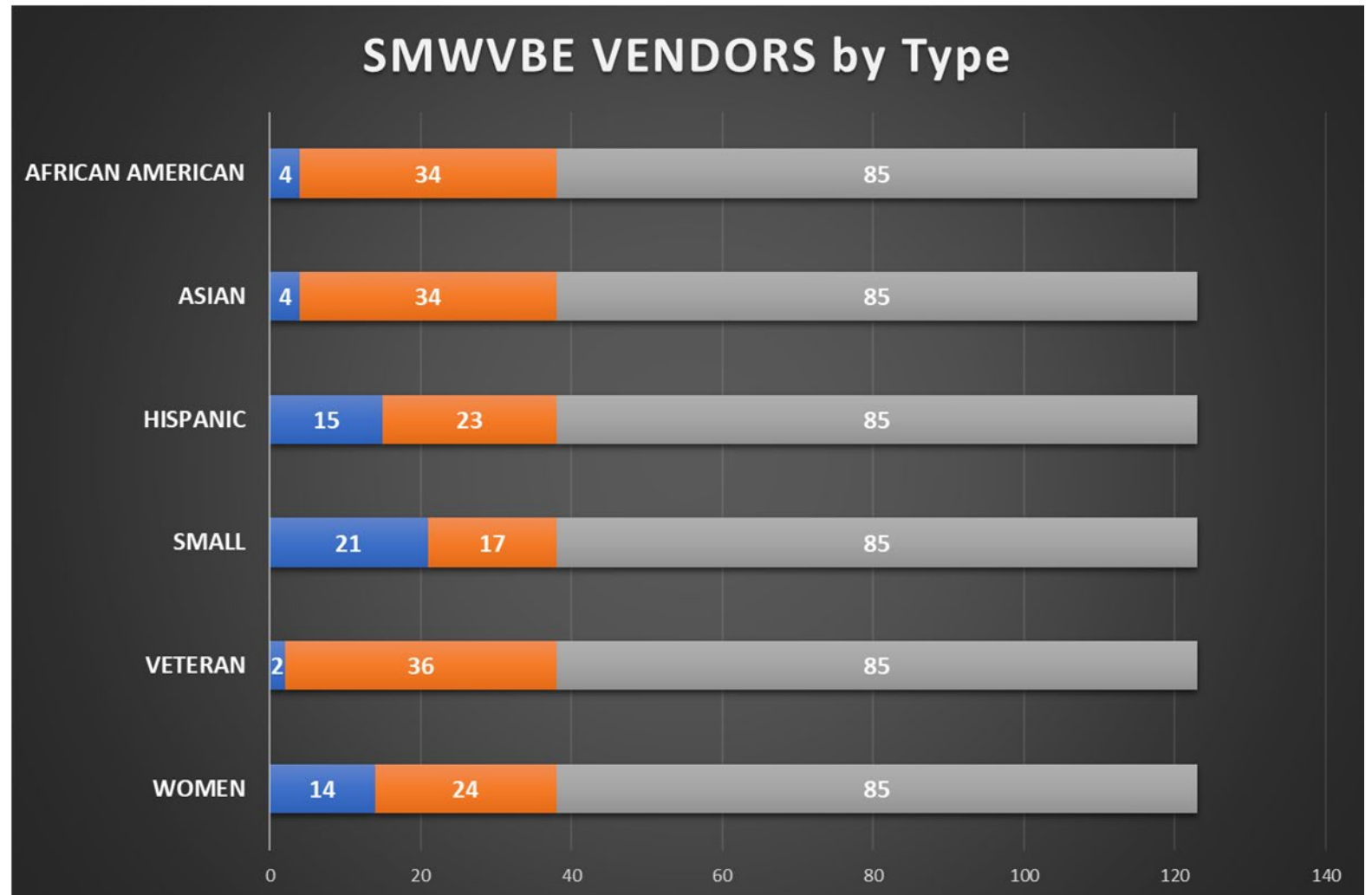
## Successful Highlights:

- Outreach to current vendors has increased the number of SMWVBE classifications, which resulted in expenditures to be at 41.12%.
- WSA has issued payments to approximately 123 vendors for the purchase of goods and services with 38 identifying as HUB, including four new vendors were added 1 – Asian, 1 – Hispanic, and 2 – Small Businesses.
- Utilizing various local SMWVBE online search directories.
- Encouraging SMWVBE participation at pre-bid conferences; promoting use of Electronic Purchasing Notices and Document Distribution System.
- Providing demographic information on the Childcare Providers received from the contractor (City of San Antonio).



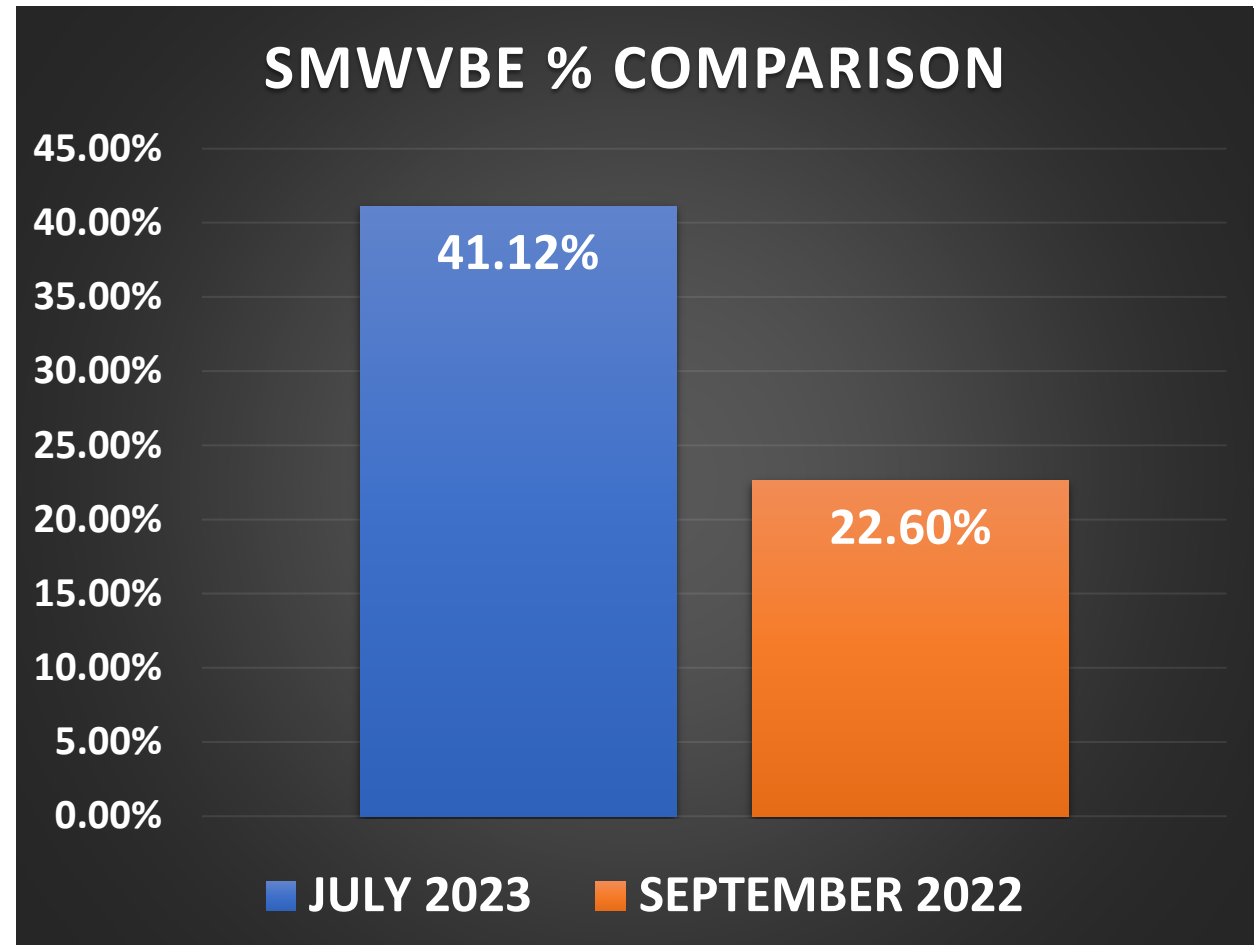
# SMWVBE - 38 of 123 TOTAL VENDORS BY CLASSIFICATION

- Blue indicates number of vendors by classification.
  - Some vendors may be in multiple classifications.
- Orange is the total SMWVBE vendors outside classification.
- Gray is the total vendors unclassified.



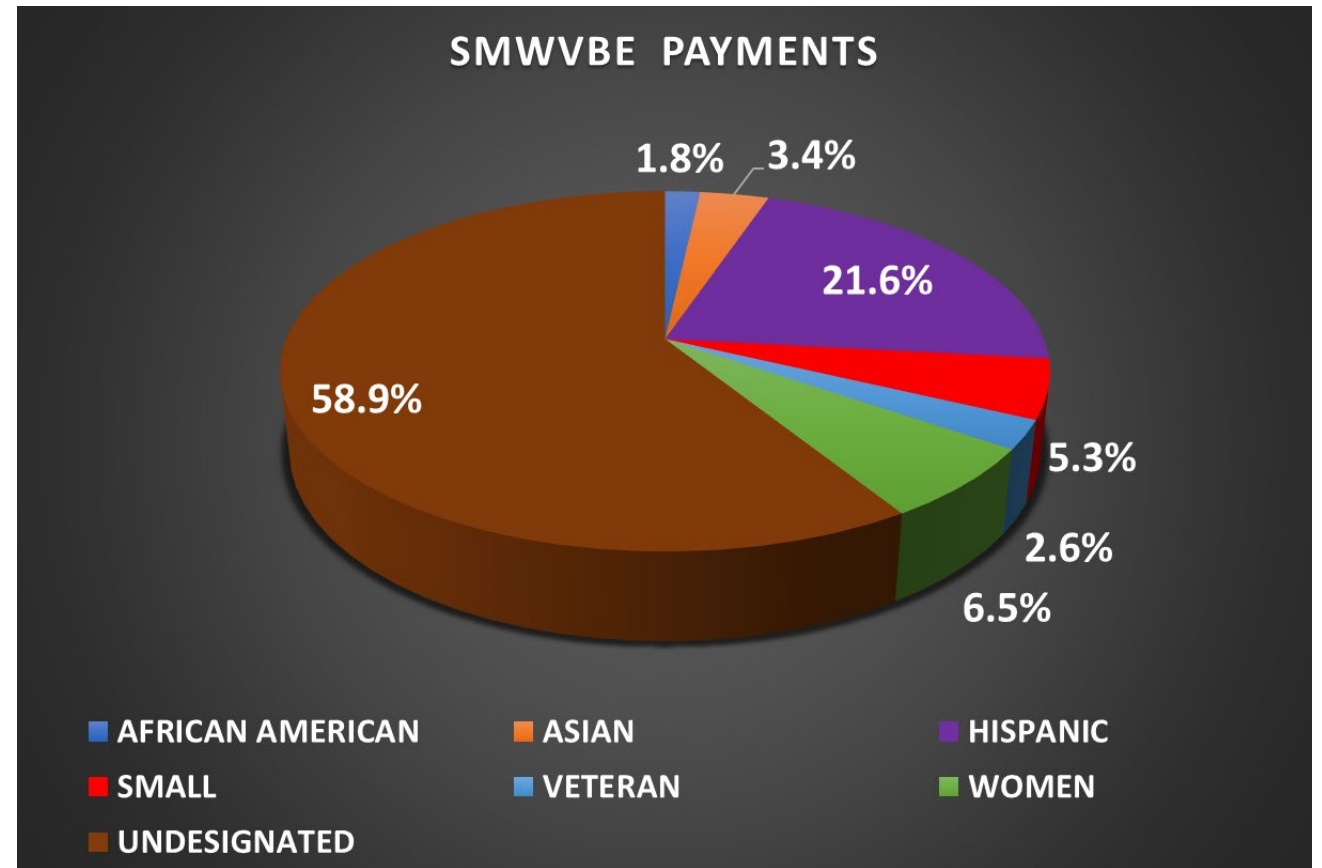
# SMWVBE PERCENTAGE COMPARISON BY DATES

- As of July 31, 2023, WSA is at 41.12% of total expenditures.
- Fiscal year ending September 30, 2022, WSA was at 22.6% of total expenditures.



# SMWVBE PERCENTAGE OF PAYMENTS

SMWVBE STATUS	SMWVBE PAYMENTS	
AFRICAN AMERICAN	\$ 103,763.02	1.75%
ASIAN	203,357.20	3.43%
HISPANIC	1,277,675.06	21.56%
SMALL	315,701.21	5.33%
VETERAN	153,085.27	2.58%
WOMEN	383,139.93	6.47%
<b>TOTAL SMWVBE PAYMENTS</b>	<b>\$ 2,436,721.69</b>	<b>41.12%</b>
<b>TOTAL NON-DESIGNATION</b>	<b>\$ 3,489,514.31</b>	<b>58.88%</b>
<b>TOTAL CORPORATE EXPENDITUES</b>	<b>\$ 5,926,236.00</b>	<b>100.00%</b>



Current Board and Facility SMWVBE expenditures are at 41.12%, which exceeds WSA's aspirational goal of 20%.

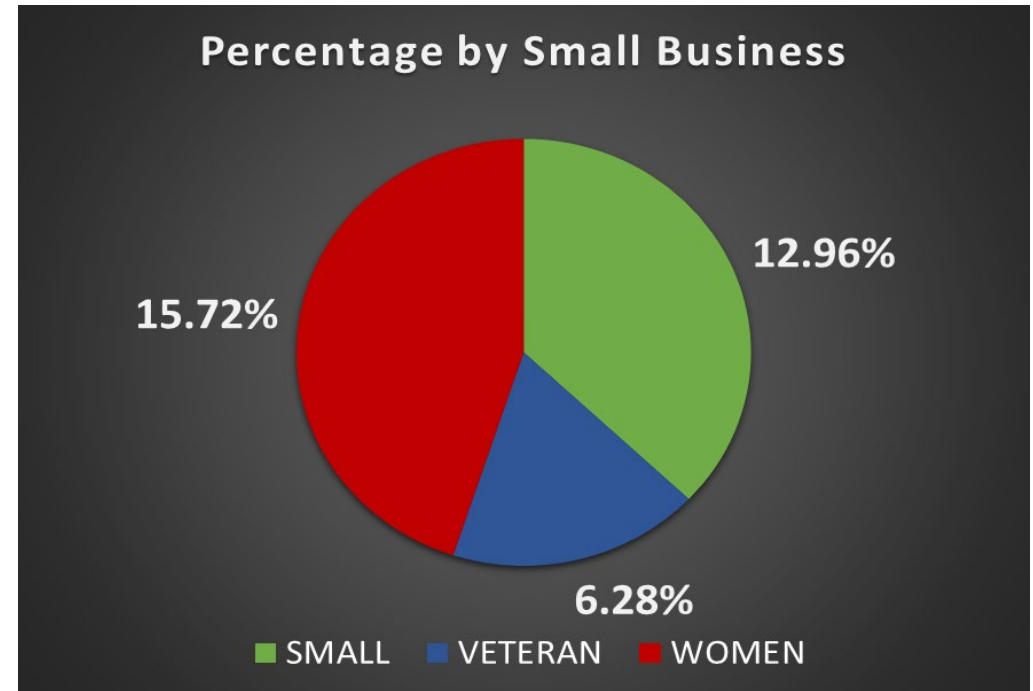
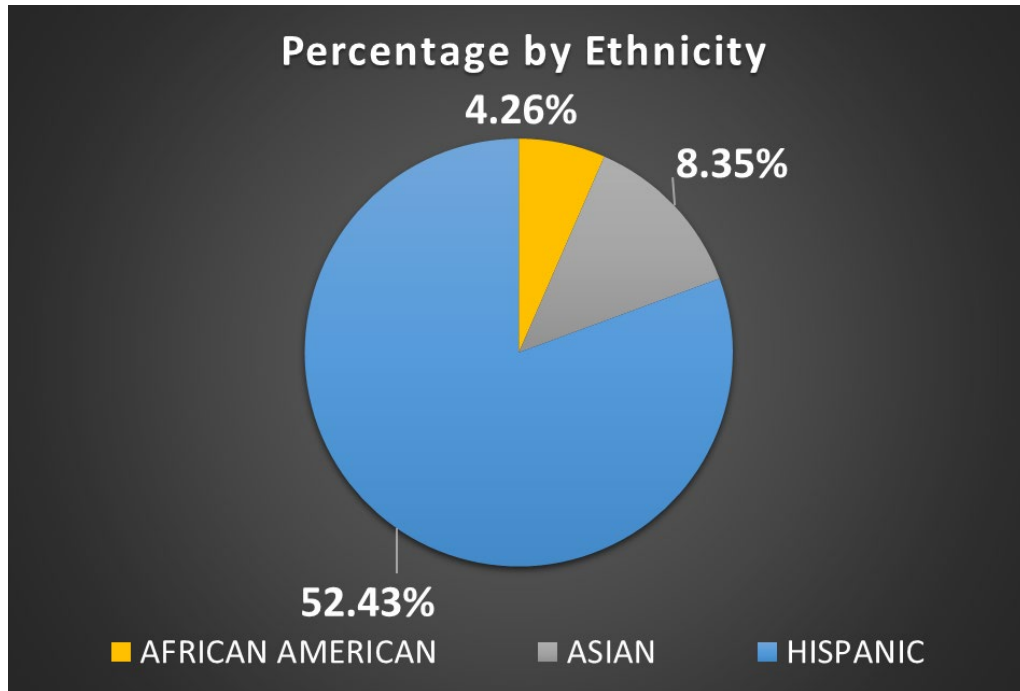
# SMWVBE PERCENTAGE BY ETHNICITY & SMALL BUSINESS

## Ethnicity

AFRICAN	4.26%	103,763.02
ASIAN	8.35%	203,357.20
HISPANIC	52.43%	1,277,675.06
<b>TOTAL</b>	<b>65.04%</b>	<b>1,584,795.28</b>

## Small Business

SMALL	12.96%	315,701.21
VETERAN	6.28%	153,085.27
WOMEN	15.72%	383,139.93
<b>TOTAL</b>	<b>34.96%</b>	<b>851,926.41</b>

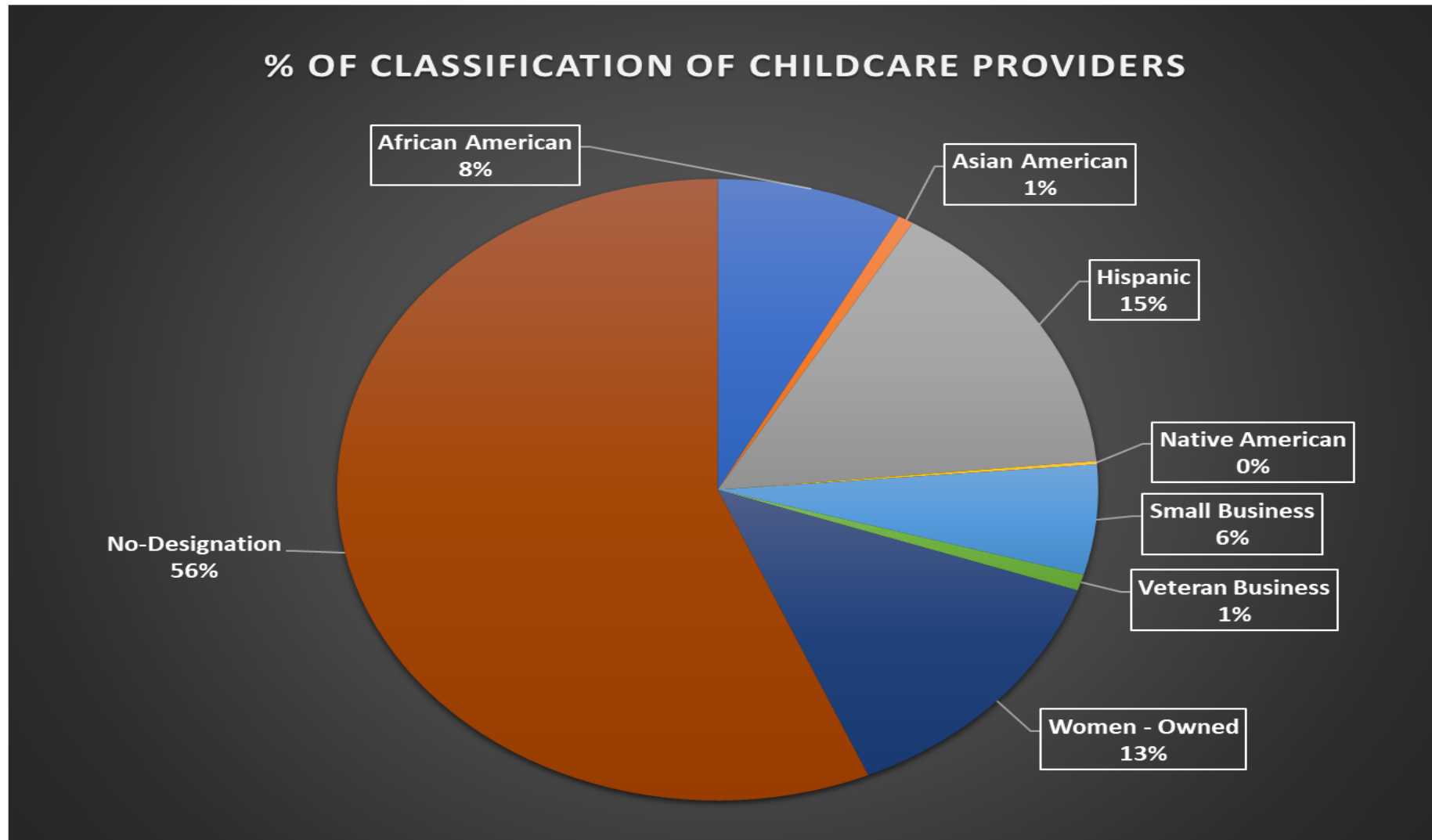


# SMWVBE CLASSIFICATION OF CHILDCARE PROVIDERS

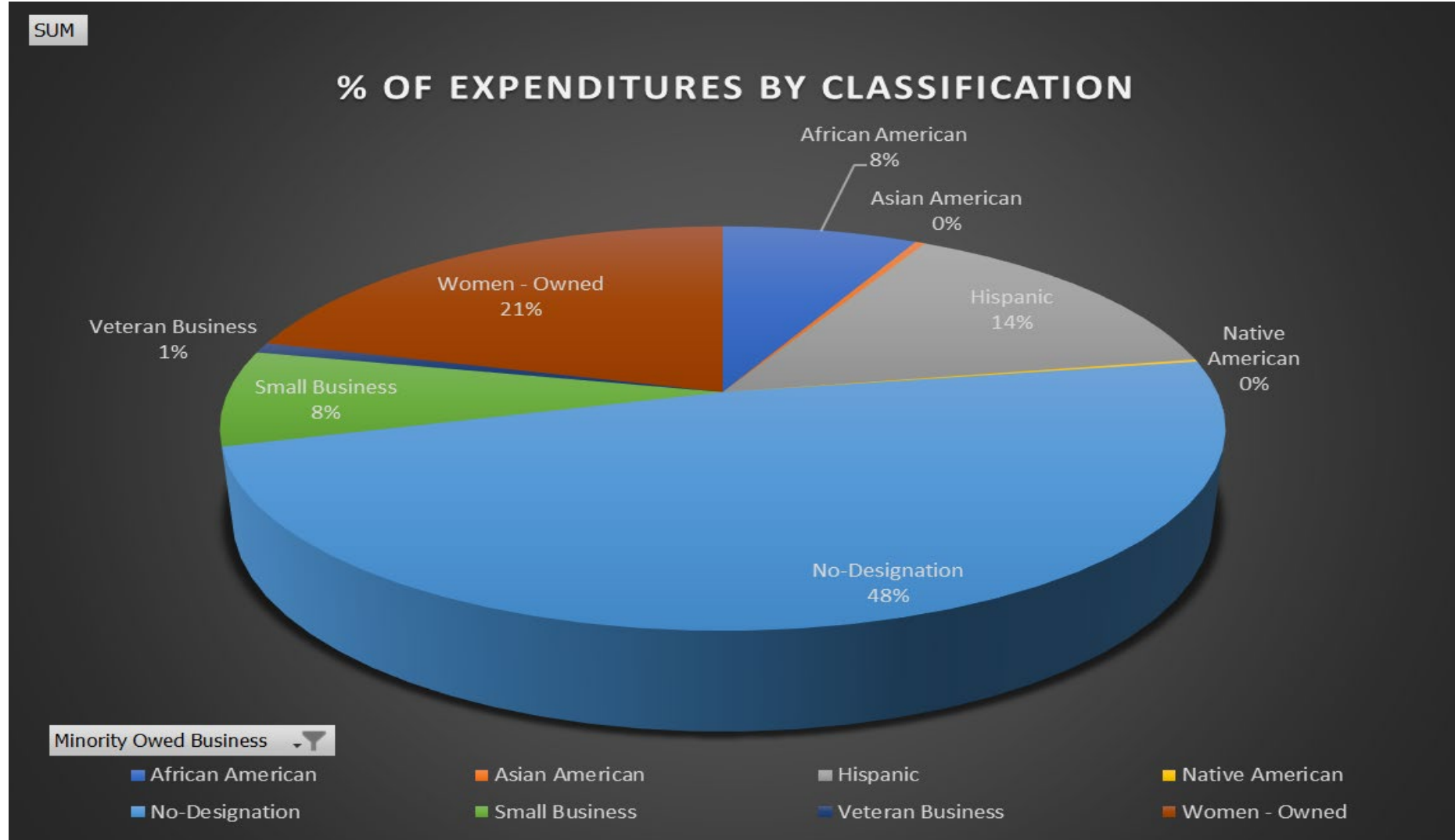
# of Providers by Classification	
African American	47
Asian American	4
Hispanic	89
Native American	1
Small Business	34
Veteran Business	5
Women - Owned	79
No-Designation	336
<b>Grand Total</b>	<b>595</b>

% of Expenditures by Classification			
African American	7.48%	\$	6,167,805.56
Asian American	0.38%	\$	313,433.44
Hispanic	14.38%	\$	11,859,335.61
Native American	0.19%	\$	155,790.91
Small Business	7.66%	\$	6,311,998.62
Veteran Business	0.84%	\$	688,815.11
Women - Owned	20.79%	\$	17,134,870.60
No-Designation	48.28%	\$	39,795,934.87
<b>Grand Total</b>	<b>100.00%</b>	<b>\$</b>	<b>82,427,984.72</b>

# SMWVBE CLASSIFICATION OF CHILDCARE PROVIDERS



# % OF EXPENDITURES BY SMWVBE CLASSIFICATION OF CHILDCARE PROVIDERS



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Adrian Perez, CIO

**Date:** October 20, 2023

**Subject:** Sector-Based Model Update – Sector-Based Score Cards and Strategic Partnership Manager Update

**Summary:** This item is to provide an update on the progress of the implementation of the 2021-2024 Local Plan and to provide current Labor Market Information to the Strategic Committee of the WSA Board of Directors.

**Labor Market Data:** Workforce Solutions Alamo (WSA) reports that the July unemployment rate for the eight-county San Antonio-New Braunfels metropolitan statistical area (MSA) is 4.2 percent, higher than the 3.8 rate in June. Since July of 2022, the MSA unemployment rate increased .4 percentage points from a rate of 3.8 percent. The July 2023 unemployment rate for the San Antonio-New Braunfels metropolitan statistical area (MSA) is lower than the state's not seasonally adjusted (actual) rate of 4.5 percent.

**Program Scorecard:** Includes the 6 sectors industries; Aerospace, Manufacturing, Healthcare, IT/Cybersecurity, Education and Construction & Trades. The definition for each data point is included in the figure below.

Component	Description
Enrolled in Training	Customers enrolled in Apprenticeships, OJT's, or ITA's
Completed Training	Customers who successfully completed a Training service
Enrolled in Work-Based Learning	Customers enrolled in Work Experience or Subsidized Employment
Completed Work-Based Learning	Customers who successfully completed a Work-Based Learning service
Placement	Customers who were placed in Employment

**Employer Collaborative:** The Business Solutions Team hosted an IT/Cyber Security Collaborative on September 13, 2023, to learn about critical needs employers are facing including finding qualified individuals, average time to fill the roll, and losing talent to national employers paying a higher wage. Seventeen urban and rural employers participated in this session.

The purpose of the employer collaborative is to convene local sector-based employers to explore and validate labor market trends, talent pipeline concerns, and training needs.

**Workforce Academy:** The WSA Workforce Academy continues to experience positive participation in its regular sessions. A total of 553 people has attended Academy sessions, and the goal for the calendar year is 500 Academy participants. Of those, 320 have completed all sessions and graduated. WSA hosted a graduation ceremony and networking opportunity in August. WF Academies has been extended to partner counselors to strengthen service delivery and access to workforce services with partner organizations with a concentration on recruiting Rural Ambassadors and promoting the opportunity during the community conversations.

**Alternatives:**

Alternative data sources are considered to support the analysis of existing labor pool and talent pipeline.

**Fiscal Impact:**

No additional fiscal impact currently.






**Recommendation:**

Recommendation is for WSA data team to explore additional data sets and integrate program outcomes to understand the intersections between program investments, including childcare, with eligible job seeker, training completions, and employment placements.

**Next Steps:**





Continue examining labor market data, performance score cards, and understand the links between supply and demand. Integrate other data sources as identified by data team to create a more robust understanding of talent pool and pipeline.

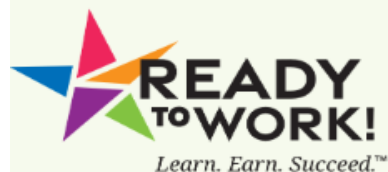
# Adult Industry Sector Scorecard BCY23

Industry Sector Scorecard - Standard Programs - BCY23									
Industry	Enrolled	Active	Completions	Successful Completions	Success Rate	Successful Credential	Credential Rate	Successful Employment	Employment Rate
	100	35	65	44	68%	24	37%	31	70%
	21	11	10	7	70%	2	20%	5	71%
	49	11	38	38	100%	8	21%	12	32%
	70	6	64	52	81%	45	70%	38	73%
	2	0	2	2	100%	0	0%	1	50%
Grand Total	242	63	179	143	80%	79	44%	87	61%

Information is YTD and reported live monthly; therefore, data consistently changes as enrollments in sector base trainings increase and decrease, and credentials obtained month to month ---- Timeframe: 10/1/2022 – 08/30/2023

# Youth Industry Sector Scorecard BCY23

Industry Sector Scorecard BCY23									
Industry	Enrolled	Active	Completions	Successful Completions	Success Rate	Successful Credential	Credential Rate	Placement	
Healthcare		19	18	1	1	100%	1	100%	1
Transportation									
	3	0	3	3	100%	3	100%	3	
Information Tech		3	2	1	1	100%	1	100%	1
Construction & Trades									
	9	9	0	0	0	0	0	0	
Grand Total	34	29	5	5	100%	5	100%	5	



# Applicants Interviewed: 3,401

This page displays data about Ready to Work (RTW) applicants that have completed intake and assessment interviews.

The City has contracted with four partner agencies to interview RTW applicants to assess eligibility and potential barriers: Workforce Solutions Alamo, Alamo Colleges District, Project QUEST, and Restore Education. Workforce Solutions Alamo manages a consortium of seven subcontractors to assist, including Avance, C2Global, Chrysalis Ministries, Family Service Association, SA Food Bank, Texas A&M San Antonio, and YWCA.

Program Overview

Applicants Interviewed

Enrolled in Training

Placed in Quality Job

## Filter data

Press Ctrl to select multiple values

Clear all filters

### City Council District

All

### Partner Agency

Workforce Solutions Alamo

### Race & Ethnicity

All

### Eligibility Status

All

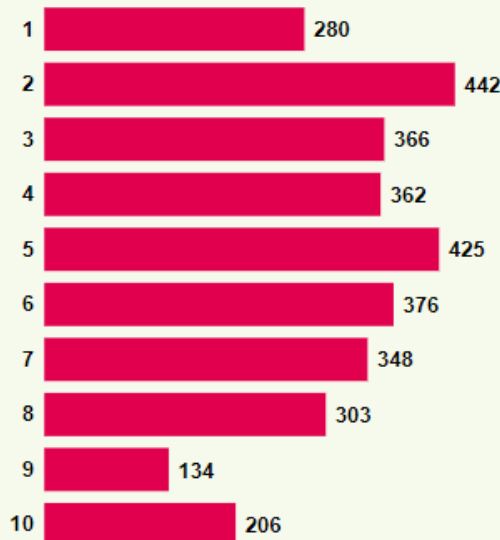
### Gender

All

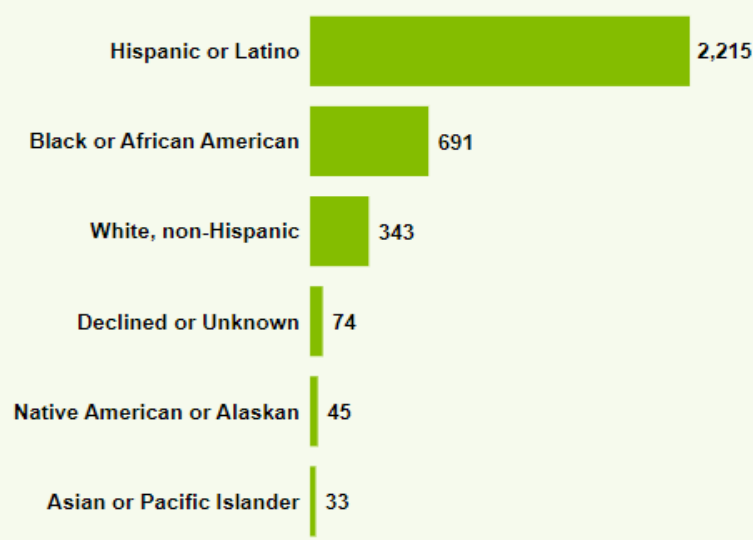
### Age Range

17 84

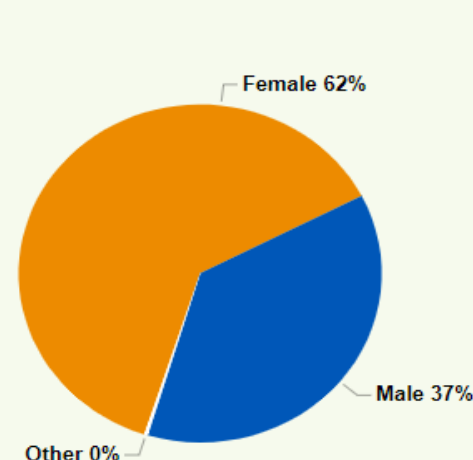
## City Council District



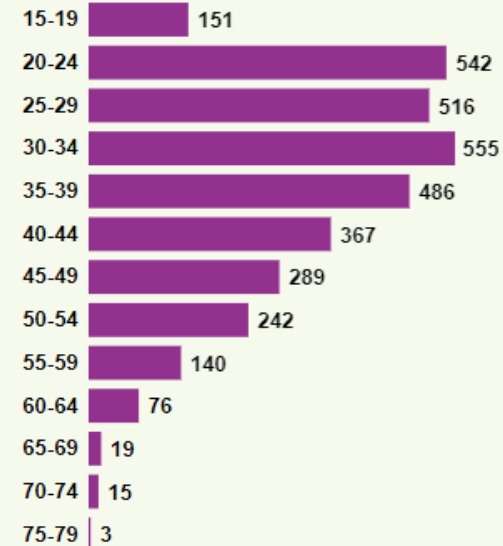
## Race & Ethnicity



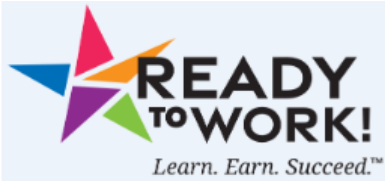
## Gender



## Age



The City of San Antonio is sharing this data publicly in line with the program's guiding principle of transparency. This data is current as of 9/13/2023 and is subject to change on a daily basis. Hundreds of Ready to Work coaches manually input and update information in a central case management data platform as they work every day with program applicants and participants. Contact 210-207-JOBS (5627) or [RTWHelp@sanantonio.gov](mailto:RTWHelp@sanantonio.gov) with any questions or comments.



# Enrolled in Training: 1,830

This page displays data about eligible Ready to Work (RTW) participants that have enrolled in approved training courses. RTW coaches have been guiding them through career exploration, taking into consideration their educational level, skills, needs and goals.

The City pays tuition (up to a cap) for participants who enroll in approved courses that align with approved target occupations. RTW offers an online training catalog in which over 70 local training providers offer over 1,200 approved courses. The catalog includes credentials, specialized training certifications, apprenticeship certificates of completion, and associate and bachelor's degrees. Each approved course is aligned to careers that are well-paid and in high demand. Participants may receive limited, short-term funding for urgent needs while in training.

The RTW Advisory Board reviews and approves target occupations quarterly, taking into account labor market data and input from local employers.

Program Overview

Applicants Interviewed

Enrolled in Training

Placed in Quality Job

Filter data

Press Ctrl to select multiple values

Clear all filters

City Council District

All

Partner Agency

Workforce Solutions Alamo

Race & Ethnicity

All

Industry

All

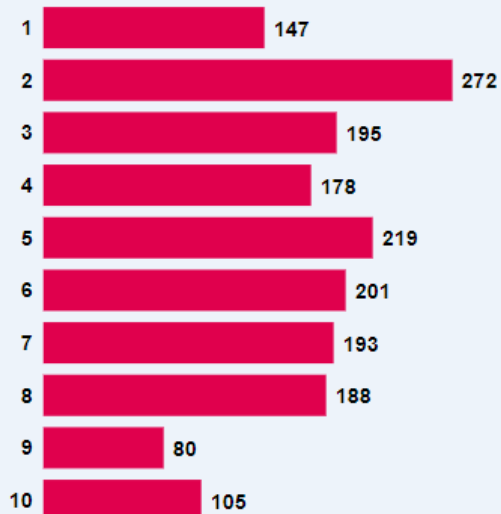
Gender

All

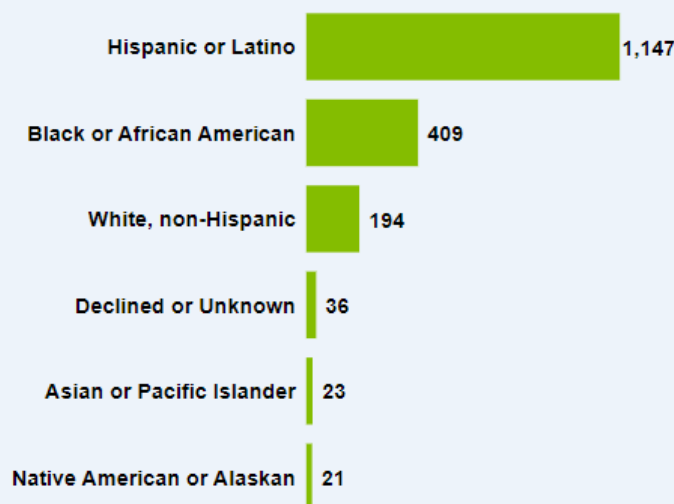
Age Range

1784

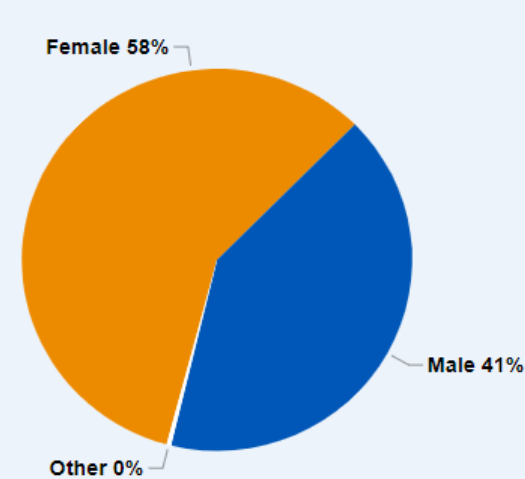
City Council District



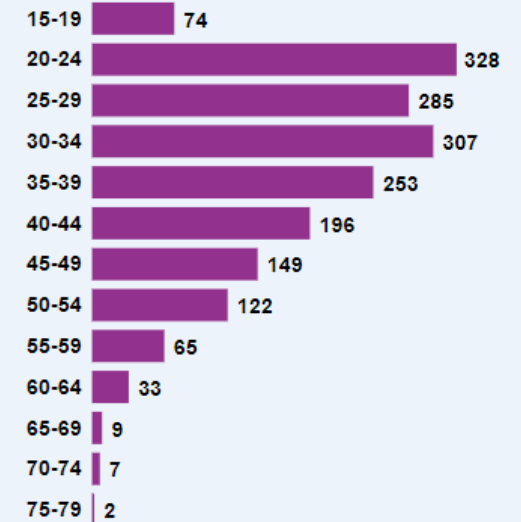
Race & Ethnicity



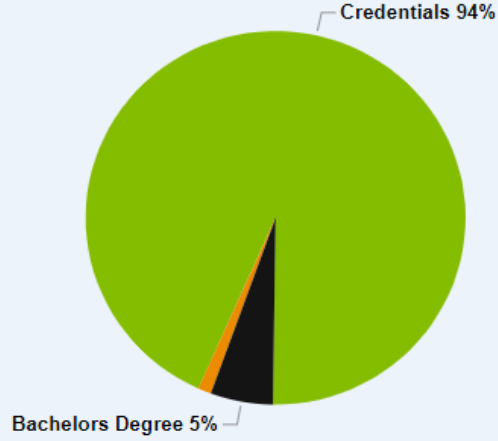
Gender



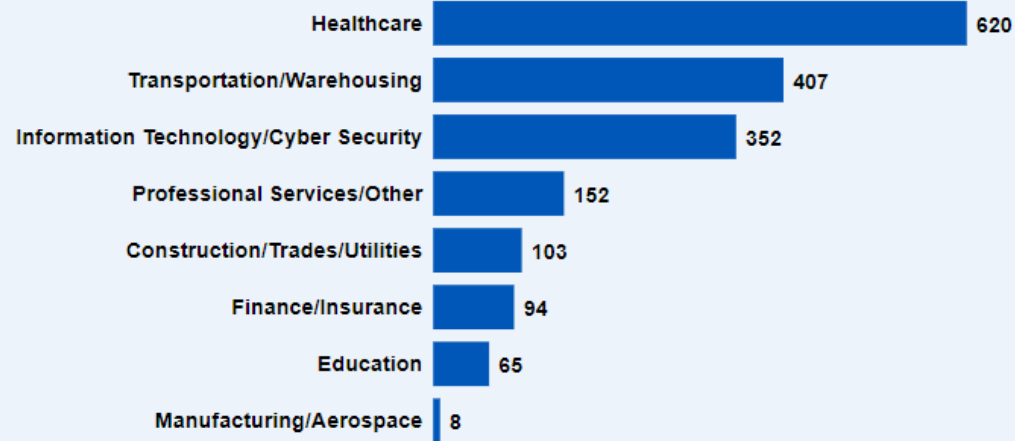
Age



### Type of Credential



### Enrollment by Target Industry



Successfully Completed Training

**214**

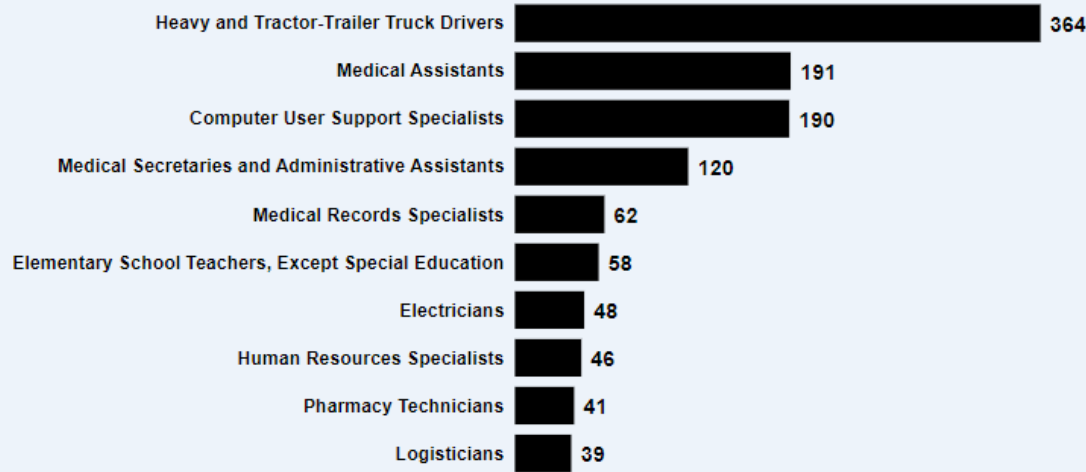
Training Retention Rate

**93%**

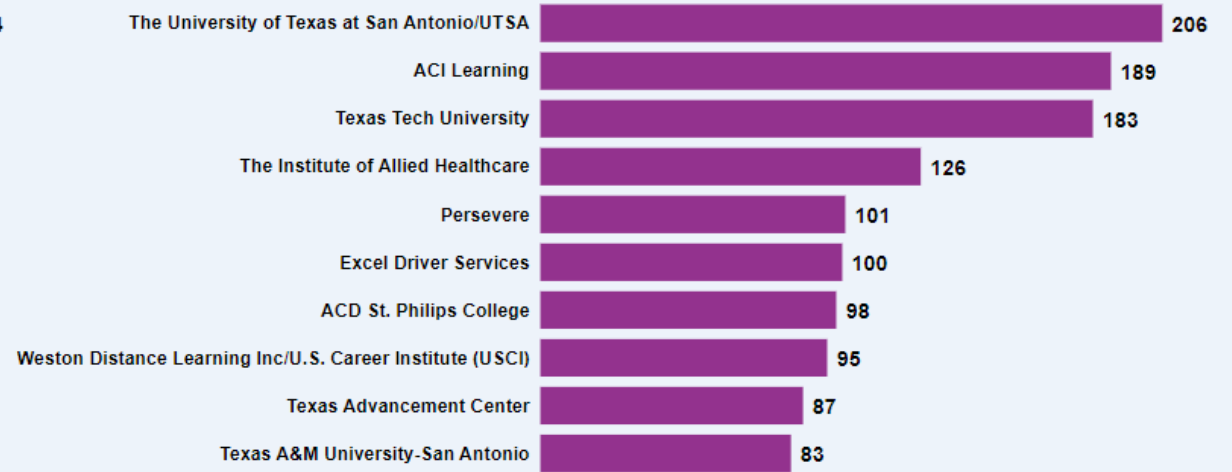
Successful Training Completion Rate

**61%**

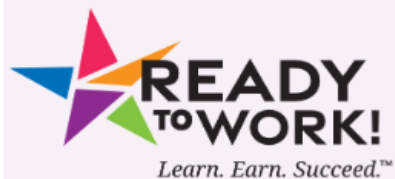
### Top 10 Training Occupations by Enrollment



### Top 10 Training Providers by Enrollment



The City of San Antonio is sharing this data publicly in line with the program's guiding principle of transparency. This data is current as of **9/13/2023** and is subject to change on a daily basis. Hundreds of Ready to Work coaches manually input and update information in a central case management data platform as they work every day with program applicants and participants. Contact 210-207-JOBS (5627) or [RTWHelp@sanantonio.gov](mailto:RTWHelp@sanantonio.gov) with any questions or comments.



# Placed in Quality Jobs: 99

This page displays data about Ready to Work (RTW) participants that have been placed in quality jobs. RTW defines a quality job as one that offers an hourly wage of at least \$15 and an annual salary of at least \$31,200, plus benefits.

RTW coaches assist participants with interview skills, resume preparation and online profiles. Employers share critical needs, engage in employer roundtables and collaboratives to enhance training pipelines, offer work-based learning opportunities like internships and apprenticeships, and hire RTW participants upon completion of training programs.

Program Overview

Applicants Interviewed

Enrolled in Training

Placed in Quality Job

## Filter data

Press Ctrl to select multiple values

Clear all filters

### City Council District

All

### Partner Agency

Workforce Solutions Alamo

### Race & Ethnicity

All

### Industry

All

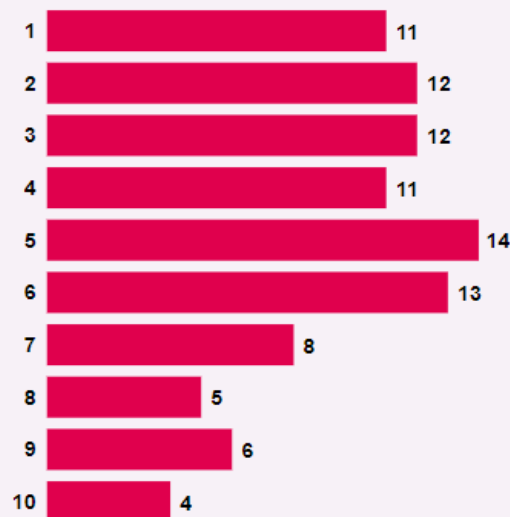
### Gender

All

### Age Range

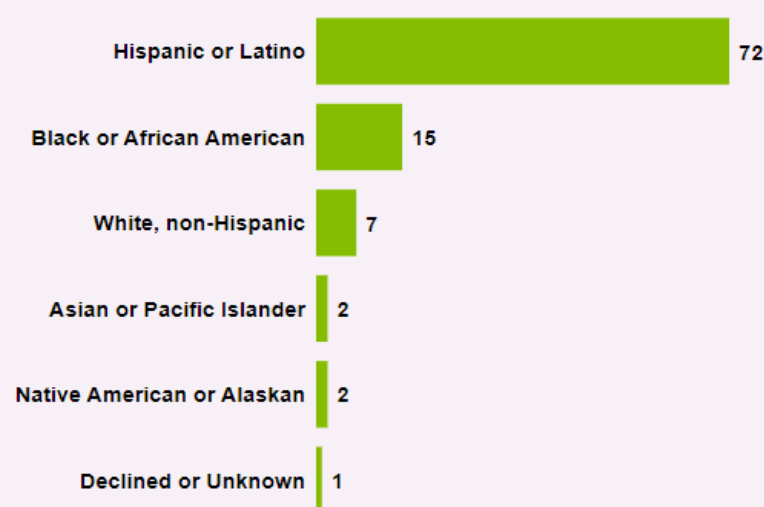
17 84

## City Council District

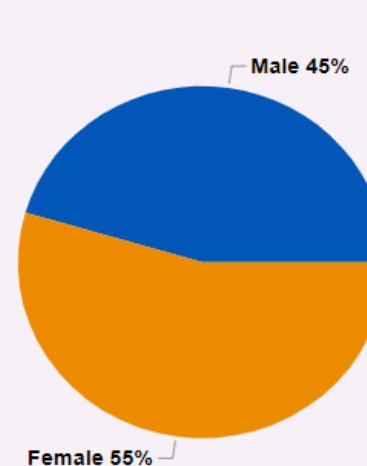


Top Employers of RTW Graduates by Number of Hires

## Race & Ethnicity

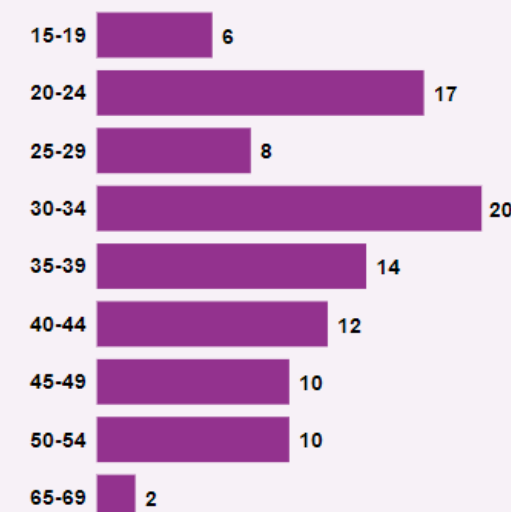


## Gender



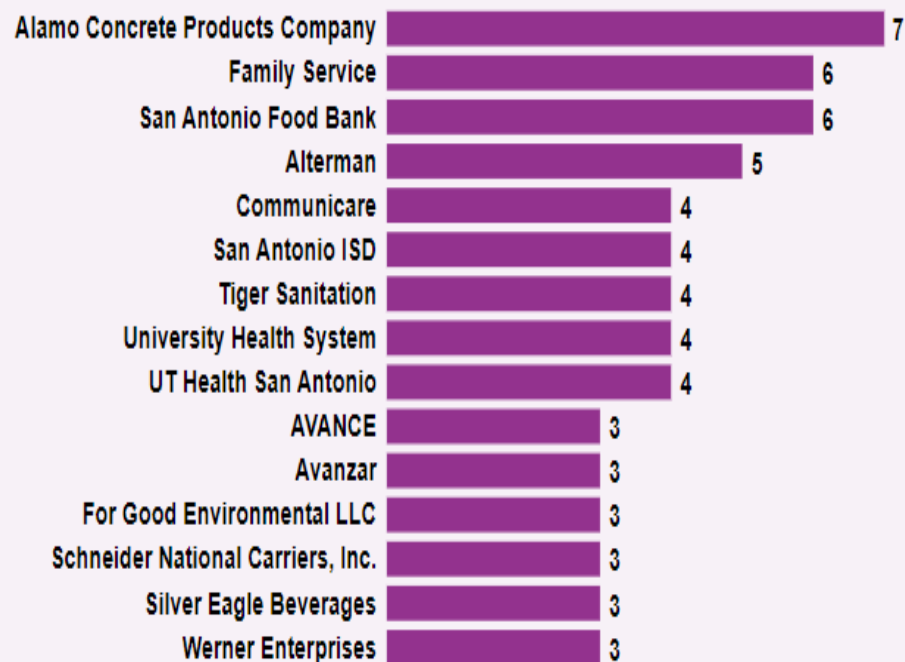
Top Occupations Hired

## Age

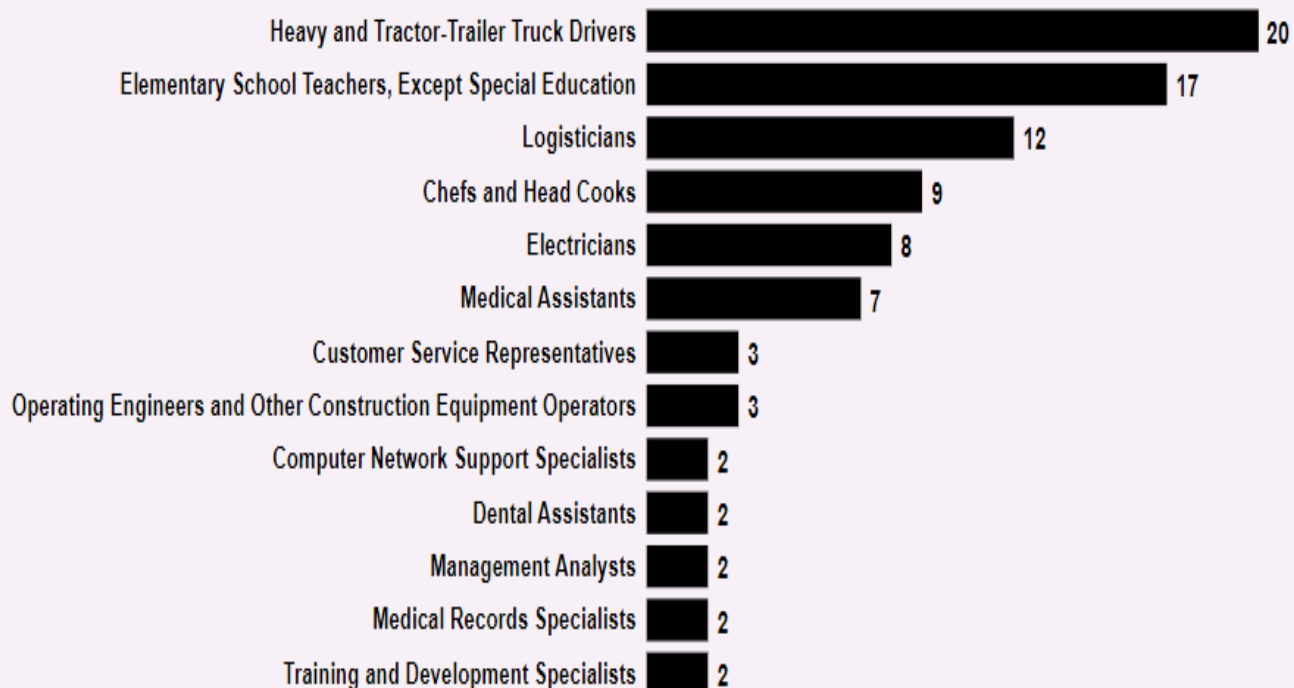


## Top Employers of RTW Graduates by Number of Hires

*Not responsive to data filters*



## Top Occupations Hired



Employers Hiring RTW  
Graduates

**71**

Median Hourly Wage in  
New Job

**\$17.10**

Median Hourly Wage  
Increase from Intake

**\$16.00**

Median Annual Salary in  
New Job

**\$35,568**

Median Individual Income  
at Intake





**\$9,732**

% Placed in Quality Job  
within 6 months

**71%**

The City of San Antonio is sharing this data publicly in line with the program's guiding principle of transparency. This data is current as of **9/13/2023** and is subject to change on a daily basis. Hundreds of Ready to Work coaches manually input and update information in a central case management data platform as they work every day with program applicants and participants. Contact 210-207-JOBS (5627) or [RTWHelp@sanantonio.gov](mailto:RTWHelp@sanantonio.gov) with any questions or comments.

# Overall Impact

Industry Sector Scorecard				
Industry	Enrolled	Successful Completions	Placement	Employment Rate
Healthcare	739		43	
				
Transportation/ Warehousing	410		35	
				
Information Tech	404		15	
				
Construction & Trades	182		30	
				
Other:	337		68	
Grand Total	2072	362	191	52.76%

\*Ready to Work Timeframe:  
06/01/2022 – 07/16/2023  
This include all Alamo  
Consortium Partners.

\*Adult and Youth Oct 2022 to  
June 2023

# Adult October 2022- August 2023

County	Sector Based Model Industries	Employers	Job Orders	Openings	Applicants	Key Accounts	Hiring Events	Number Hiring Event Participants	Training Worksites	Confirmed Hires
Bexar	Aerospace	29	166	391	245	5	7	1228	3	3,395
	Manufacturing	161	1,501	2,065	6,462	20	10	1652	62	
	Healthcare	211	3,123	3,781	12,278	57	13	1841	79	
	IT/Cybersecurity	35	816	1,331	3,084	12	8	1643	23	
	Construction	116	965	3,081	3,417	17	10	1706	30	
	Oil & Gas/Warehousing & Transportation	74	1,093	3,658	4,768	11	9	1691	10	
	Education	44	621	752	2,370	13	9	1693	52	
	Other	986	12,682	17,980	48,410		13	2710	256	
Rural	Aerospace	6	11	11	8	—	3	135	4	1,273
	Manufacturing	69	727	983	2,111	7	13	801	13	
	Healthcare	73	914	1103	1436	13	9	522	27	
	IT/Cybersecurity	12	125	126	108	6	8	493	3	
	Construction	65	263	417	905	8	10	641	2	
	Oil & Gas/Warehousing & Transportation	48	198	255	520	43	11	618	6	
	Education	10	100	151	234	5	9	579	10	
	Other	341	1,784	3,354	6,413		9	522	47	

# Youth October 2022- August 2023

County	Sector Based Model Industries	Employers	Job Orders	Openings	Applicants	Key Accounts	Hiring Events	Number Hiring Event Participants	Training Worksites	Confirmed Hires
Bexar	Aerospace	1	NA	3	1	1	0	0	1	22
	Manufacturing	5	NA	66	5	5	3	175	5	
	Healthcare	12	NA	35	10	12	4	65	12	
	IT/Cybersecurity	3	NA	9	3	0	3	65	3	
	Construction	3	NA	20	3	3	4	175	3	
	Oil & Gas/Warehousing & Transportation	1	NA	1	10	1	2	175	1	
	Education	4	NA	6	43	4	3	60	4	
	Other	19	NA	100	55	19	4	175	19	
Rural	Aerospace	0	NA	0	0	0	0	0	0	15
	Manufacturing	6	NA	11	2	6	2	180	6	
	Healthcare	25	NA	55	12	25	2	180	25	
	IT/Cybersecurity	3	NA	6	1	3	2	180	3	
	Construction	4	NA	10	2	4	2	185	4	
	Oil & Gas/Warehousing & Transportation	7	NA	20	0	7	2	185	7	
	Education	8	NA	25	25	8	2	180	8	
	Other	33	NA	82	46	33	3	185	33	

# Total Impact Within Urban and Rural

County	Sector Based Model Industries	Employers	Job Orders	Openings	Applicants	Key Accounts	Hiring Events	Number Hiring Event Participants	Training Worksites	Confirmed Hires
Rural and Urban Total Impact	Aerospace	36	177	405	254	6	10	1363	8	4705
	Manufacturing	241	2228	3125	8580	38	28	2808	86	
	Healthcare	321	4037	4974	13736	107	228	2608	143	
	IT/Cybersecurity	53	941	1472	3196	21	21	2381	32	
	Construction	188	1228	3528	4327	32	23	2707	39	
	Oil & Gas/Warehousing & Transportation	130	1291	3934	5296	62	24	2669	24	
	Education	66	721	934	2672	30	23	2512	74	
	Other	1379	14466	21516	54924		29	3592	355	
	Grand Total	2414	25089	39888	92985	296	386	19440	761	

Adult and Youth data combined. Total impact within Urban and Rural.

# Partnerships In the Works

Bexar County  
Veterans

100 Black Men

CPS Energy

Guadalupe  
Valley Family  
Violence Center

Rural Libraries

AEL  
Consortium

New Braunfels:  
Steps for Life

Health  
Collaborative

Calvary

# Letters of Support

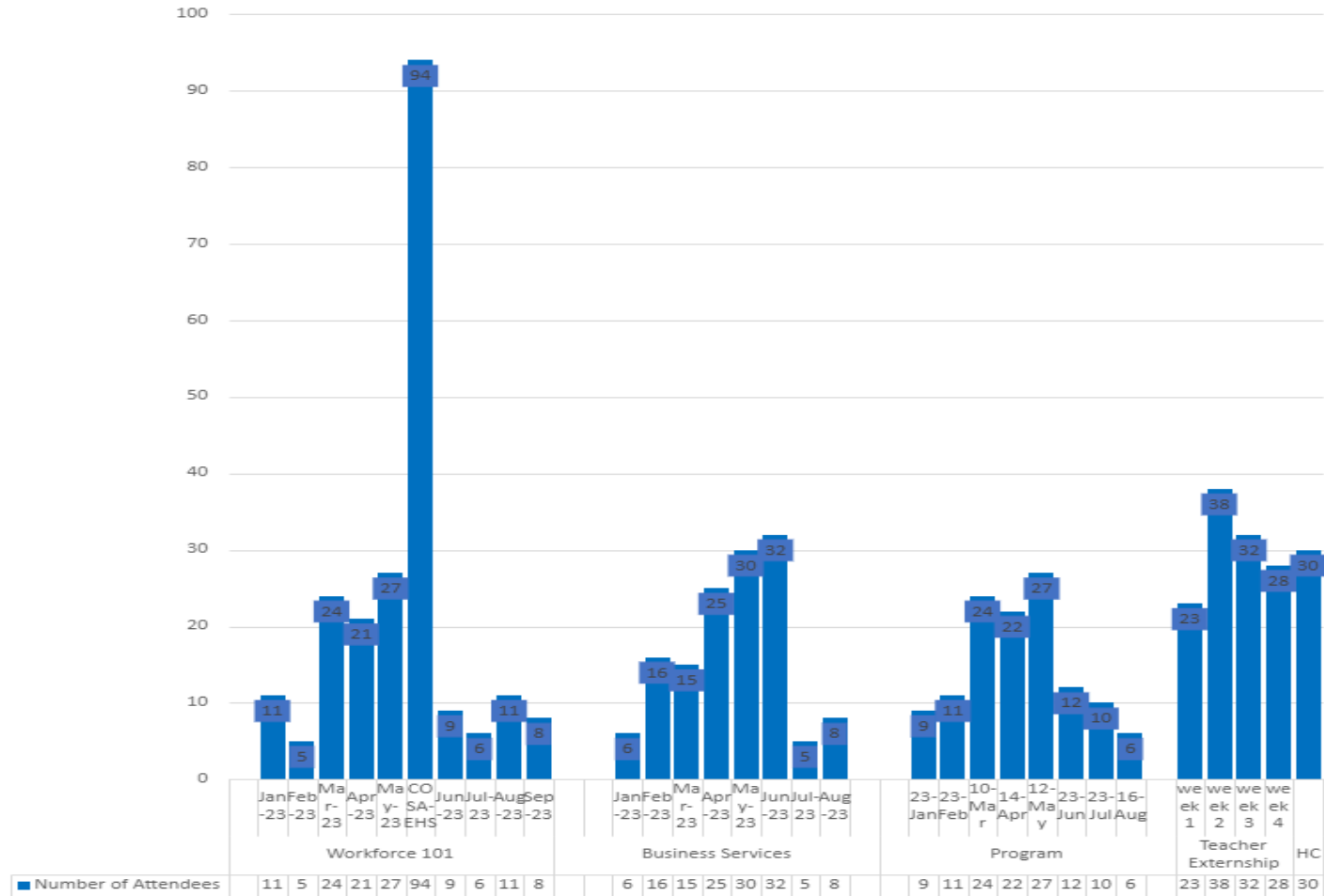
- **Dalkia Energy Solutions:** Through this partnership we will be able to offer career progression and economic mobility for Ready to Work clients.
- **Toyotetsu Texas:** WSA is supporting TTTX for the 2023 Lex Frieden Large Employer Award through the Texas Governor's Committee on People with Disabilities.
- **The University of Texas at San Antonio (UTSA):** UTSA is proposing to establish a Tech Hub in Advanced Air Mobility to further enhance the organizations mission and vision and build partnerships in an exciting and cutting-edge industry.
- **Del Mar College:** Submitted an application for new Apprenticeship Programs to create opportunities to train carpenters, plumbers, masons and electricians.
- **Restore Education:** Applying for the Pilot Phase of the Aspen Institute Opportunity Youth Forum & TX Network Innovation Fund grant to connect more youth with educational pathways in the Alamo region.

# Workforce Academy

Area Foundation awarded WSA a \$100,000 Workforce Development grant to advance equity and economic mobility through our workforce development services.



WSA Workforce Academy Participation 2023

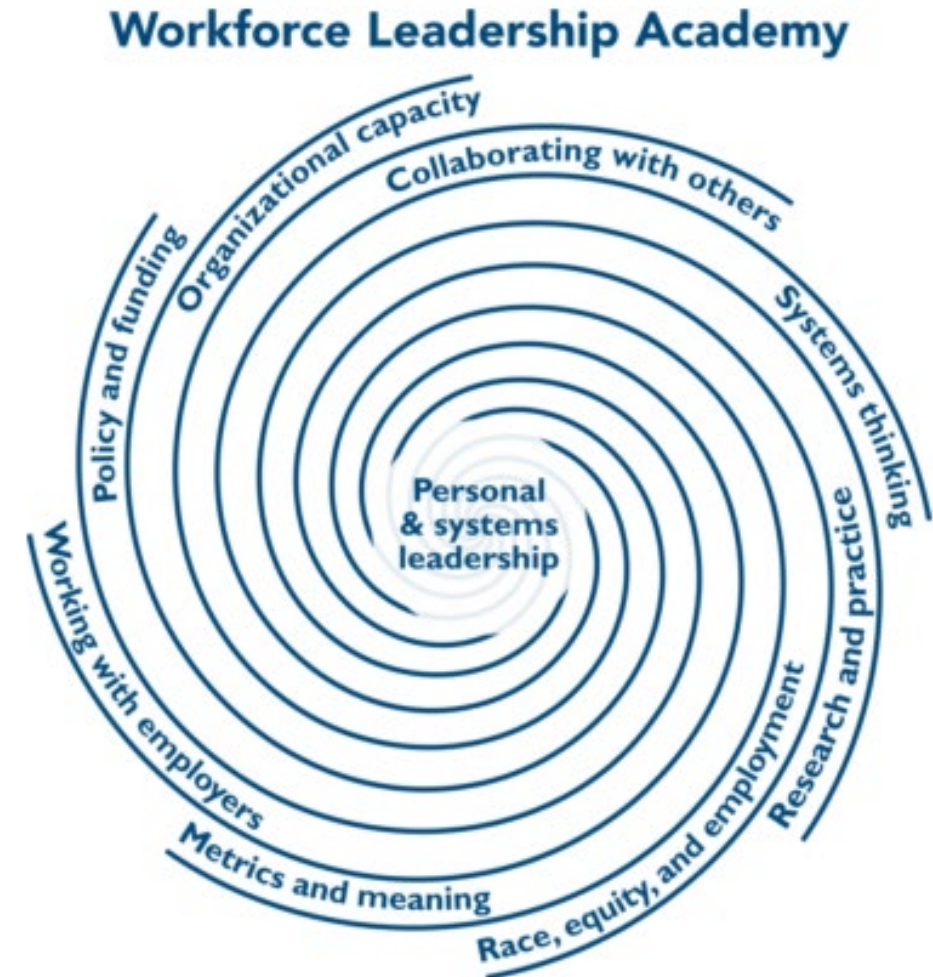


553 participants/ 500 goal for the year (320 - graduates)

# Workforce Leadership Academy

WSA was awarded \$50,000 to implement a Fellowship program that will bring cross-sector leaders together to foster a more clearly aligned local workforce ecosystem that delivers integrated services to businesses and workers.

- Fellows have been assigned teams and will be conducting research and interviews that align with their topics:
  - **Education & Training for Employers**  
(Yousef, Ashley, Chris, Caroline, Sandra, Kat)
  - **Partnerships**  
(Richard, Kelli, Natasha, Mike, Lakeshia)
  - **Strategic Navigation: Ecosystem Mapping**  
(Angelica, Sonia, Nina, Robert S., Manny, Steve)
  - **Measures & Outcomes**  
(Robert R., Deborah C., Deborah S., Adrianna, Janie)



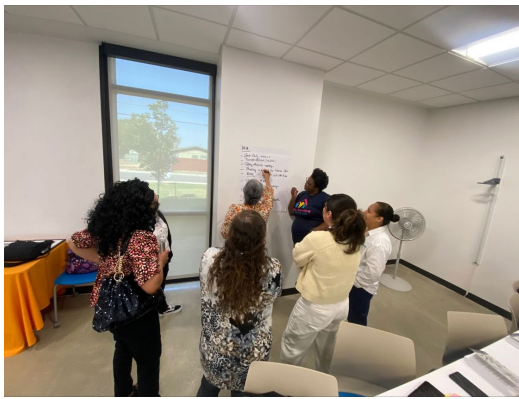
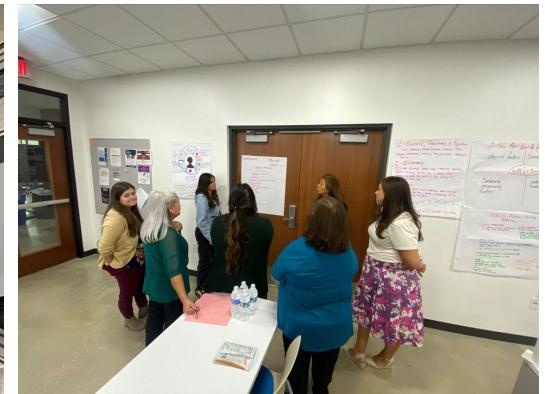
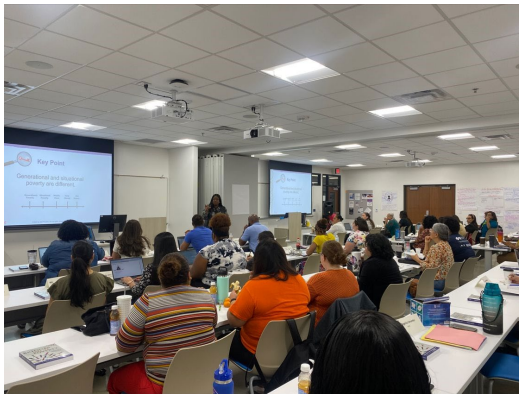
# WLA: Sector Tours

In addition to the curriculum that Aspen has provided us we are educating the Fellows on our sector-based model and our local plan. As part of that we are offering tours/ meetings with some of our industry leaders. Fellows had the opportunity to participate in a tour at Southwest Research Institute.



# WLA: Bridges Out of Poverty

Fellows from WSA, Strategic Links, Family Service Association, YWCA, United Way, and Haven for Hope partnered to host a Bridges Out of Poverty training for our staff. This training is designed to equip individuals with a deeper understanding of poverty and what it is like for those facing it. As they gained empathy and a better understanding of the challenges faced by people in poverty, they are able to build relationships with those living in poverty and create opportunities for their success.



# Community Conversations

Comal	8/9/2023 8:30- 10:30	10/4/23 9:30- 11:30	1/17/24 9:30- 11:30
Guadalupe	8/9/23 2:00- 4:00	10/4/23 1:30- 3:30	1/17/24 1:30- 3:30
Gillespie	9/1/23 9:30- 11:30	10/10/23 9:30- 11:30	1/24/24 9:30- 11:30
Kerr	9/1/23 1:30- 3:30	10/10/23 1:30- 3:30	1/24/24 1:30- 3:30
Atascosa	8/24/23 1:30- 3:30	10/19/23 1:30- 3:30	1/31/24 1:30- 3:30
McMullen	8/24/23 9:30- 11:30	10/19/23 9:30- 11:30	1/31/24 9:30- 11:30
Bandera	8/28/23 9:30- 11:30	10/24/23 9:30- 11:30	1/9/24 9:30- 11:30
Kendall	8/28/23 1:30- 3:30	10/24/23 1:30- 3:30	1/9/24 1:30- 3:30
Medina	9/5/23 9:30- 11:30	10/31/23 9:30- 11:30	2/14/24 9:30- 11:30
Frio	9/5/23 1:30- 3:30	10/31/23 1:30- 3:30	2/14/24 1:30- 3:30
Wilson	9/21/23 9:30- 11:30	11/8/23 9:30- 11:30	2/21/24 9:30- 11:30
Karnes	9/21/23 1:30- 3:30	11/8/23 1:30- 3:30	2/21/24 1:30- 3:30

# Community Conversations: The Power of Partnerships

We believe that community engagement and collaboration are crucial in creating effective solutions to address the economic and workforce needs of our region.

Over 3 meetings our conversations will augment our strategic plan's goals and improve on-going communication to maximizing the services that WSA offers to:

- 1.) Help residents who need assistance to secure jobs or necessary skills to land a career path
- 2.) Help employers find workers for today and tomorrow's needs
- 3.) Help make your local community more competitive for State and Federal grants or other resources





# Partnership Highlight

Natasha Richardson, MPH, MA, LPC  
Strategic Partnership Manager



# General Partnerships

- Our Mission:
  - To surround students with a community of support, empowering them to stay in school and achieve in life.
- How we do our work:
  - We are directly inside schools throughout Bexar County and surrounding areas, Communities In Schools of San Antonio connects children and their families to basic and critical educational and community-based resources tailored to each student's specific needs.
- Our partnership has assisted us in providing post-secondary support to our students and families and has been developing more over the previous years in a variety of ways.

# Examples of Partnership Initiatives

## Family Engagement Events:

- Setting up tabling at events
- Presenting information at parent meetings or cafecitos
- Job Fairs

## Student Initiatives

- Tabling at events
- School-wide presentations
- HTC event
- Career Days
- Job Fairs/CCMR fairs

## Ambassador Program/Training:

- Ensuring that our staff utilize WSA as a leading resource in career exploration
- # CIS-SA staff trained





## Strengths:

- Several different programs that apply to different student needs.
- Communication about upcoming events
- Job Placements
- Quarterly Internship Meetings

## Challenges:

- Timelines of Event

# CIS: Community Engagement

We were honored to support CIS' Stuff The Bus school supply drive.



The background of the entire slide is a row of blue school lockers. The lockers are arranged in a single row and are slightly out of focus. The text 'Thank you' is centered over the lockers in a large, white, bold font.

# Thank you

In schools to help kids stay in school.

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Teresa Chavez, COO

**Date:** October 20, 2023

**Subject:** Performance, Programs, and Operational Updates

---

**Summary:** This item is to provide an update of Workforce Solutions Alamo programs and grants, including both adult and youth throughout the urban and rural areas. The following analysis provides insight to elements related to programs and performance and action items taken to enhance services delivery and cross-collaboration and integration across WSA programs.

**Analysis:**

**1) TWC-Contracted Performance:** TWC 2023 Year-to-Date MPR performance data reflects WSA as successfully achieving 19 of 22 measures. The following measures are being monitored closely to understand ways in which to increase service delivery and improve performance.

**A. WIOA Adult Dislocated Worker (DW), C&T Credential Rating:**

- I) Credential DW: This measure is now being met in the MPR report.
- II) C&T: The current measure time frame reflecting up to 2nd quarter which is deficit by 15 cases. During this quarter there are 24 cases enrolled in the WIOA Adult Statewide program (Women Entrepreneur Bootcamp) and 3 cases enrolled in the WIOA Youth Statewide program (Job Skill). TWC has indicated that these programs will not be removed from this measure.
- III) Plan of action includes:
  - Outreach out to customers by phone, text messaging, and/or email.
  - Received guidance from TWC on what is allowable as credentials. WSA team will be further discussing to make additional updates to impact this measure positively.
  - C2 Quality Assurance has provided a credential report to support center management research cases.
  - C&T: The current measure time frame reflects up to the 3rd quarter which is deficit by 9 cases. The Credential Rate for C&T is currently not being met due to various cases that are impacting this measure from statewide grants. TWC confirmed they cannot remove these cases. Also, once WSA and TWC review/approve DINTS identified, we will be meeting this measure, as projection for the 4<sup>th</sup> quarter shows that we would be in a deficit by 2 cases.
  - WSA will continue to monitor this performance and cases that are directly affecting this performance measure.

- C2 will notify WSA of any additional cases that may affect this measure or any grants that require specific services that could affect this measure.
- Staff will monitor cases, build rapport with customers, and keep customers engaged in training to ensure positive impact.

#### **B. WIOA Youth**

- I) Performance measures are being met with the exception of occupational/vocational training which is currently at 85%.
- II) Plan of action includes: The number of participants in occupational/vocational training was not met at 100% because the contractor ran out of money to pay for the training and the board did not have additional dollars to add to their contract.

#### **C. WIOA DW Measurable Skills Gains:**

- I) Adult contractor will continue to provide MSG training to all management and staff on measures.
- II) Adult contractor will continue to reach out to training providers to obtain appropriate documentation for MSG entry.
- III) DW: The current measure time is being missed by a couple of cases. Adult contractor projects that the measure will be met on the last MPR report of the program year.

**2) Child Care Performance:** TWC has set Alamo's Fiscal Year (FY) 2023 Target at 11,427. Alamo is currently reflecting an annual year to date performance of 106.75%, which falls in the above performance range according to TWC's Child Care and Development Fund (CCDF) Performance Status Methodology. Unofficial numbers for August reflected Alamo is averaging 12,050 units of care for children enrolled in Early Learning Programs, 107.44% for the month. See *Childcare Performance Memo*.

#### **Child Care Quality:**

As of 10/02/2023, Alamo Board has 174 Early Learning Programs certified as Texas Rising Star (TRS). Across the 13 counties there are 567 child development centers with agreements to offer Child Care Scholarships. 30% of the centers in our local board area are certified as Texas Rising Star quality. See *Childcare Quality Memo*.

WSA is tracking the total number of centers, those eligible for Texas Rising Star, and those achieving Texas Rising Star. Moving forward WSA will continue to track the contribution of the WSA Quality Cohort toward centers achieving Texas Rising Star. The following information provides an overview the WSA Quality cohort:

- Length of Time: 6 months
- Schedule:
  - Fall - October to March
  - Spring - April to September
- The WSA quality cohort is open to 100 childcare centers at a time that are interested in gaining a better understanding of the requirements for eligibility and measures outlined in the Texas Rising Star cohort.
- The average sign up has been 70.

It is important to note there are many variables associated with the TWC requirement:

- The accepting of subsidy/providing scholarships to children/families, is voluntary and not mandatory. Providers can opt out at any time for any reason.
- Texas Rising Star Assessment is only for providers/centers who accept subsidy/provide scholarships (have an active agreement with Child Care Services (CCS)).
- If providers do not wish to pursue TRS, they will have their CCS agreement terminated, and/or can select to no longer have an agreement with CCS.
- The Texas Rising Star assessors are being centralized by the state, and the timeline for that may impact the assessment timeline, as assessors transition to new entity.

- Centers in cohort and designated Entry Level Designated must still meet licensing requirements when the TRS screening is completed. If found not eligible due to deficiencies, the center cannot be assessed until later, pending the end of the deficiency.

#### **Child Care Community Conversations:**

- The childcare team hosted community conversations throughout the 13-county area to understand the early childhood landscape, needs, resources, and impact on the workforce.
- Community conversations were hosted in Kerr, Frio, Wilson, Comal, Gillespie, Atascosa, Karnes, Guadalupe, Bandera, Medina, and Kendall Counties. A conversation was scheduled for McMullen, but due to issues with venue and space availability it was cancelled by the host. The childcare team has since transitioned these conversations, joining other staff members of WSA, who have been hosting workforce meetings in our rural communities. A staff member from childcare will be available during these discussions to continue to provide information and support to the communities.

Since May, rural communities have access to an in-person childcare representative. The childcare representatives are utilizing WSA rural offices, where space is available. The childcare team continues to collect information and feedback from meetings and discussions that occur during these in-person visits to our rural areas.

**Special Grants & Other Initiatives:** Staff are working on a combination of state formula funded programs in addition to special initiatives and projects:

- **Summer Earn and Learn (SEAL):** Paid, on-the-job, workplace readiness training, work experience, and transferable skill learning opportunities for students with disabilities. The projected goal for FY23 was 256, the Board has reached 359 enrollments, 163 who completed work readiness training, 197 placed at worksites, and 65 participants who have completed their employment thus far. The program ended August 30<sup>th</sup>.
- **Teacher Externship:** Staff has created partnerships among educators, Independent School Districts, and various industries to develop an effective workforce system by making the connection between academic skills and the workplace. WSA is exploring additional partners for the new program year. The target participation is 160 teachers and 25 ISDs. Currently, 100 educators have participated, and the team strives to service 60 more individuals utilizing additional TWC funding.
- **Student Hireability Navigators:** Student HireAbility Navigators perform duties and provide deliverables in the following three focus areas for educators providing services to students with disabilities:
  - Capacity building and systems development
  - Partnering and collaboration
  - Informing and engaging employers
- Navigators develop and/or disseminate information to increase community awareness of the resources and activities available to students with disabilities in the following five pre-employment transition services:
  - Job (career) exploration counseling.
  - Work-based learning experiences, which may include in-school or after-school opportunities, or experience outside the traditional school setting (including internships), provided in an integrated environment to the maximum extent possible.
  - Counseling on opportunities for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education.

- Workplace readiness training to develop social skills and independent living; and
  - Instruction in self-advocacy, which may include peer mentoring.
- Navigators are present to help collaborate at Community Resource Fairs, Project Search Internships, Project Access, and Tu Casa IDD Certification programs. They share their service information at the Chamber of Commerce locations and host parent meetings and tours of the WSA Career Centers to highlight accessibility equipment available and programs under the WSA umbrella.
- The Student HireAbility Initiative provides support and coordination around the region to expand, enhance, and improve workforce transition services offered to students with disabilities and their families.
- Navigators develop and coordinate activities to promote pre-ETS Success for students' exposure to Career Exploration. These activities start as early as the eighth Grade in Middle School. The Space Galaxy modules are excellent tools to begin their young minds to think about their future. The High School staff are provided hands-on training utilizing the LMCI Modules the State of Texas provides. Career choices align with the WSA Sector base model and exposure to industries present.
- **Training and Employment Navigator Pilot** aims to deter repeated victimization of sex-trafficked youth and foster youth ages 16-25 by aiding them in navigating workforce center services and increase their chances of securing employment. To date, this program has enrolled 47 participants. Also, we have provided 2 paid work experience, and 6 participants have entered employment. **TWC just renewed this grant for two more years October 1, 2022, through October 30, 2025.**
- **Re-Employment Services and Eligibility Assessment (RESEA)** provides Unemployment Insurance (UI) claimants with a variety of services to support their re-employment before benefits expire. TWC requires an 80% completion rate monthly on providing all required services within the required timeframe of seven (7) days. WSA is currently at 93.6% providing all required services within the required timeframe of (7) days.
- **Military Family Support Program (MFSP)** provides active-duty military spouses with work experience, job search assistance, support services, and training. As of August 2023, enrollment is at 16 new participants for the 2023 Grant Year and 7 still active from the 2022 contract year. Of these participants, 1 is enrolled in training and all 5 new participants have received work-ready support as well as 6 support services provided. Contract date is atypical, January 1 through December 31, 2023.
- **WIOA Youth**
  - Youth enrollments to date are 27 Urban ISY and 171 OSY totaling 198, which exceeds the goal of 164 by 121%; 45 Rural ISY and 68 OSY totaling 113 which exceeds the goal of 31 by 365%. Performance measures are being met with the exception of occupational/vocational training which is currently at 85%.
  - Youth contractor has expended \$2,351,430.85 of \$2,500,000 (94.06%)
  - Youth contractor currently has 177 Work Experience Agreements in place, 449 Work Experience positions available, and has enrolled 177 of their 140 youth goal.
  - The first event will be cohosted with youth partner, UP Partnership, on January 19 and 26, 2024. This event will target 1,000 juniors and seniors. The second event will be cohosted with the Seguin EDC in Guadalupe County and will target 800 middle-

schoolers. The third event will take place in April at one of the local Alamo Colleges here is San Antonio targeting 400 youth and focusing on Education, Finance, and IT. The last event is scheduled for September in Atascosa County targeting 400 youth with a focus on the Healthcare & Non-Profit industries.

- Youth Program Specialist, Sandra Rodriguez, and Programs Manager, Gabriela Ore attended in-depth Policy Institute Workshops and panel discussions during the National Youth Employment Coalition Youth Days in DC on September 11<sup>th</sup> – 14<sup>th</sup>. The following are positive outcomes in attending the event:
  - Gained insights into critical tools to advocate for youth issues.
  - Successfully met with representatives from three legislative offices on Capitol Hill to discuss and advocate for youth-driven policy recommendations.
  - Leveraged the National Youth Employment Coalition Youth Days in Washington DC event networking opportunities to connect with fellow young leaders, policymakers, and industry experts, fostering valuable relationships for future collaboration.

○ **Workforce Commission Initiatives - FY2023:**

1. Hiring Red, White & You! The event is scheduled to be held on November 2, 2023, from 9am to 2pm. WSA team is partnering and co-hosting with JBSA, TVC, and Bexar County Military and Veterans Services in an effort to leverage resources.
2. Texas Veterans Leadership Program (TVLP): Provides support to two full-time TVLP staff at two WSA Centers - South Flores & Walzem. TVLP continues to provide support to veterans at these locations.
3. Careers in Texas Industries - Career Pathways/Jobs Y'all Events: Provides career exploration in sector-based industries for youth in middle school, high school, and postsecondary.
  - In FY2023, WSA shifted from one large event to several smaller, industry focused events. This will support the engagement of youth at different locations, including both rural and urban areas, and targeting of a variety of industries and youth sub-populations. In addition, it will provide youth opportunities to attend multiple events over the course of the year and provide a greater variety of career exploration, resources, and employer interactions. Event dates for BCY 2023 include:
    - May 26th at Second Baptist Church in San Antonio, TX. Industries: Warehousing & Transportation/Healthcare/Education.  
NOTE: Opportunity and foster youth were prioritized, with participants being connected to WIOA youth opportunities.
    - June 30th at Braden Keller Center in Castroville, TX (Medina County). Industries: IT/Cybersecurity/Aerospace/Agriculture.
    - September 23rd at New Braunfels Food Bank. Industries: Manufacturing/Construction/Energy/Oil & Gas - This event was planned in a short amount of time as a result of having to quickly pivot from a planned event in Guadalupe County due to conflicting issues. There were 16 youth in attendance and 11 employers.
    - September 29th at CPS Energy Headquarters in San Antonio, TX. Industries: Manufacturing/Construction/Energy/Oil & Gas. There were 136 youth from seven different SAISD-area schools, seven employers, and four workshops.

2022 WCI Grant - Childcare Short-term Training to CCS Parents: Grant is specific to customers receiving childcare services through the Child Care Scholarship, COSA. Staff conduct outreach via childcare reports provided by the WSA Childcare Team. Grant ended May 31, 2023.

- **SA Ready to Work** has finalized all seven subprime contracts.
  - Ready to Work is a one-of-a-kind program to help San Antonio residents find easy access to education and quality jobs. WSA is the largest funded COSA partner, \$105,781,953.00 and includes 7 subgrantees providing case management, training/certification, and job placement. Ready to work is funded by a 1/8 cent sales and use tax collected through December 2025.
  - Year to date WSA has interviewed/intakes 3,625 individuals and has case managed/enrolled 1,968 in training with 230 already completing their training. 105 participants have gained employment and earn more than \$15.00 per hour. The average wage of those graduates securing employment is \$17.72, well above the requirement. The top training courses being selected are medical, IT, and construction. \*Data is from 9.29.23.
  - Individuals' ineligible for Ready to Work are being connected to WSA career counselors to explore resources and supports available. Follow-up is being coordinated to provide feedback to sub primes regarding those individuals who did not qualify for Ready to Work and alternative funding supports available.
  - Year two goals are to continue to enroll clients in the program, conduct events to promote placement activities for all industries our participants are enrolled in.

**Alternatives:**

No alternatives are being considered at this time.

**Fiscal Impact:**

No additional fiscal impact currently.








**Recommendation:**

Recommendation is for WSA staff to continue internal processes for supporting employers and community partners in leveraging TWC funded opportunities. This includes establishing standard performance measures demonstrating the proposed program's contribution to increasing employment within the sector-based model. WSA is also exploring the collection of data from grant funded initiatives to determine the collective contribution across existing grant programs.

**Next Steps:**

Next steps include continuing to monitor program outcomes, budgets, and working collaboratively with the data team to understand program data to enhance services for job seekers and employers. As initiatives sunset, teams are reviewing new opportunities to secure funding supporting the WSA sector-based model.

# Operational Updates

Item	Description	On target
1	WSA continues to perform well on overall expenditures and outcomes.	
2	Measurable Skills Gained & Credential Rating for WIOA Adult	
3	Measurable Skills Gained WIOA Youth	
4	Child Care is trending at 106.75% for children served.	
5	Business Service Team is hosting Employer Collaboratives, Business Service Seminars	
6	FY23 SEAL Program: Employer Agreements & Pre-Referrals	
7	Ready to Work current enrollment: 1,968 participants in training.	

# MPR Quarterly Performance Updates

P+ : > 105 %

MP: 97.5%-105%

MP but at risk: 95% - 97.5%

- P: <95%

## AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

Percent of Target (Year-to-Date Performance Periods)

**FINAL RELEASE**  
As Originally Published 9/5/2023  
**JULY 2023 REPORT**

Green = +P White = MP Yellow = MP but At Risk Red = -P

Board	WIOA Outcome Measures														
	Adult					DW					Youth				
	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
Alamo	99.03%	101.91%	117.39%	106.36%	n/a	105.66%	98.12%	115.05%	90.24%	n/a	98.01%	103.79%	94.10%	100.18%	n/a

Green = +P White = MP Yellow = MP but At Risk Red = -P

Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation		Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Employers Rcvg Wkfc Asst Fm Bds or Self Svc	Choices Full Engagement Rate	Average # Children Served Per Day-Combined 10/22-3/23 YTD-Only)	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate								
Alamo	99.56%	105.04%	95.47%	93.35%	96.02%	126.72%	n/a	4	13	1	94%



**WSA is currently meeting or exceeding performance targets  
For 2023 of TWC Contracted Measures**

**Except:**

- Claimant Reemployment within 10 weeks



# 2022 Workforce Grants & Project Updates

## Training and Employment Navigator Pilot

**\$192,946**

Aims to deter repeated victimization of sex-trafficked youth and foster youth ages 16-25 by aiding them in navigating Workforce Center services and increase their chances of securing employment or obtaining higher education.

Target Enrollment	Q6 Active Enrollment	Total YTD Participants Served
12	47	92

Timeline: October 1, 2022 - October 30, 2025  
In April 2023, Grant was extended for two more years



# 2023 Workforce Grants & Project Updates

## Summer Earn and Learn (SEAL)

**\$240,918.82 earned with 22,944.5 hours worked**

Offers paid, on-the-job, workplace readiness training, work experience, and transferable skills learning opportunities for students with disabilities.

- TWC Target 256
- Enrollments: 364
- Completed WRT: 184
- Job Placements: 221
- Completed 5 weeks: 152
- 4 participants were offered permanent employment

**Timeline: March 2023 – August 2023**

## Teacher Externship

**\$200,000**

Staff has created partnerships among educators, 25 Independent School Districts, and various industries to develop an effective workforce system by making the connection between academic skills and the workplace.

- Target: 160 Teachers & 25 ISDs
- Educators Completed: 139
- Increased award by \$106,000, pending confirmation
- 39 additional teachers with increase
- Focus on expanding rural district participation

**Timeline: March 2023 - August 2023**

## Targeted Industries:



Manufacturing



Education



Health



IT/Cybersecurity



Construction



Finance



# 2023 Workforce Grants & Project Updates

## Military Family Support Prog. (MFSP) \$221,896

Provides active-duty military spouses with job search assistance and training.

- Strengthening partnership with JBSA
- Braiding Ready to Work

For BCY 2023:

New Enrollment	Training	Support Services
5	2	6

Timeline: January 1, 2023 - December 31, 2023

### Targeted Industries:



Health



IT/Cybersecurity



## Workforce Commission Initiatives \$94,250

Supports the following initiatives that strengthen and add value to the delivery system:

### 1. Hiring Red, White & You!:

Veterans' Job Fair - November 2, 2023, from 9am to 2pm held at Expo Hall B Freeman Coliseum.

### 2. Texas Veterans Leadership Program (TVLP):

Provides support to TVLP staff at two WSA Centers: South Flores & Walzem

### 3. Career in Texas Industries:

Provides career exploration in sector-based industries for youth. BCY23 had multiple smaller events versus a large event. The last two events were in September 2023.

Timeline: October 1, 2022 – September 31, 2023

# 2022 Workforce Grants & Project Updates

## Re-Employment Services and Eligibility Assessment (RESEA)

**\$850,950**

Provides Unemployment Insurance (UI) claimants a variety of services to support their re-employment before benefits expire. Prior year funds expended. **Grant renewed for BCY23.**

- **For WSA** – per last TWC report, monthly RESEA reporting is at 93.6%.
- "RESEA services are required within 7 days" - 80% completion rate required for boards in BCY 2023.



**Timeline: October 1, 2022 – September 31, 2023**

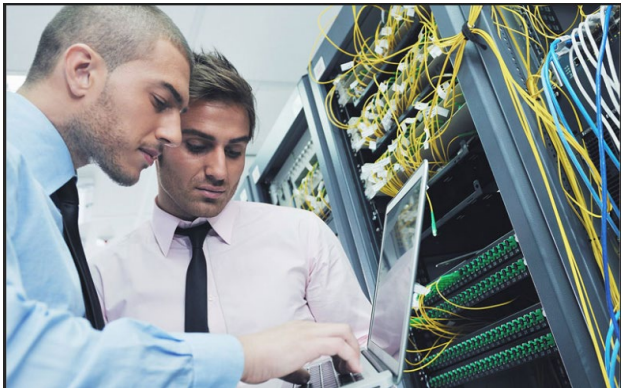
# 2023 Workforce Grants & Project Updates



## Youth Partners - Work Experience

Work Experience opportunities exist in both urban and rural areas and are available to youth ages 16-24.

Current WEX Agreements	WEX Positions Available	Participant WEX Enrollment Target	Current Participant WEX Enrollment to Date
177	449	140	177



## Targeted Industries:

-  Health
-  Education
-  Manufacturing
-  IT/Cybersecurity
-  Construction



# 2022 Workforce Grants & Project Updates

## Ready to Work Program

**\$105,781,953**

Ready to Work is a one-of-a-kind program to help San Antonio residents find easy access to education and quality jobs. Ready to work is funded by a 1/8 cent sales and use tax collected through December 2025. \*Data 9.27.23.

<b>FY22/24 Goals</b> (April – June)	<b>WSA Applicants Interviewed</b>	<b>Case Managed / Enrolled in Training</b>	<b>Completed Training</b>	<b>Placed in Quality Jobs</b>
	6553	4372		
YTD	3625	1968	230	105

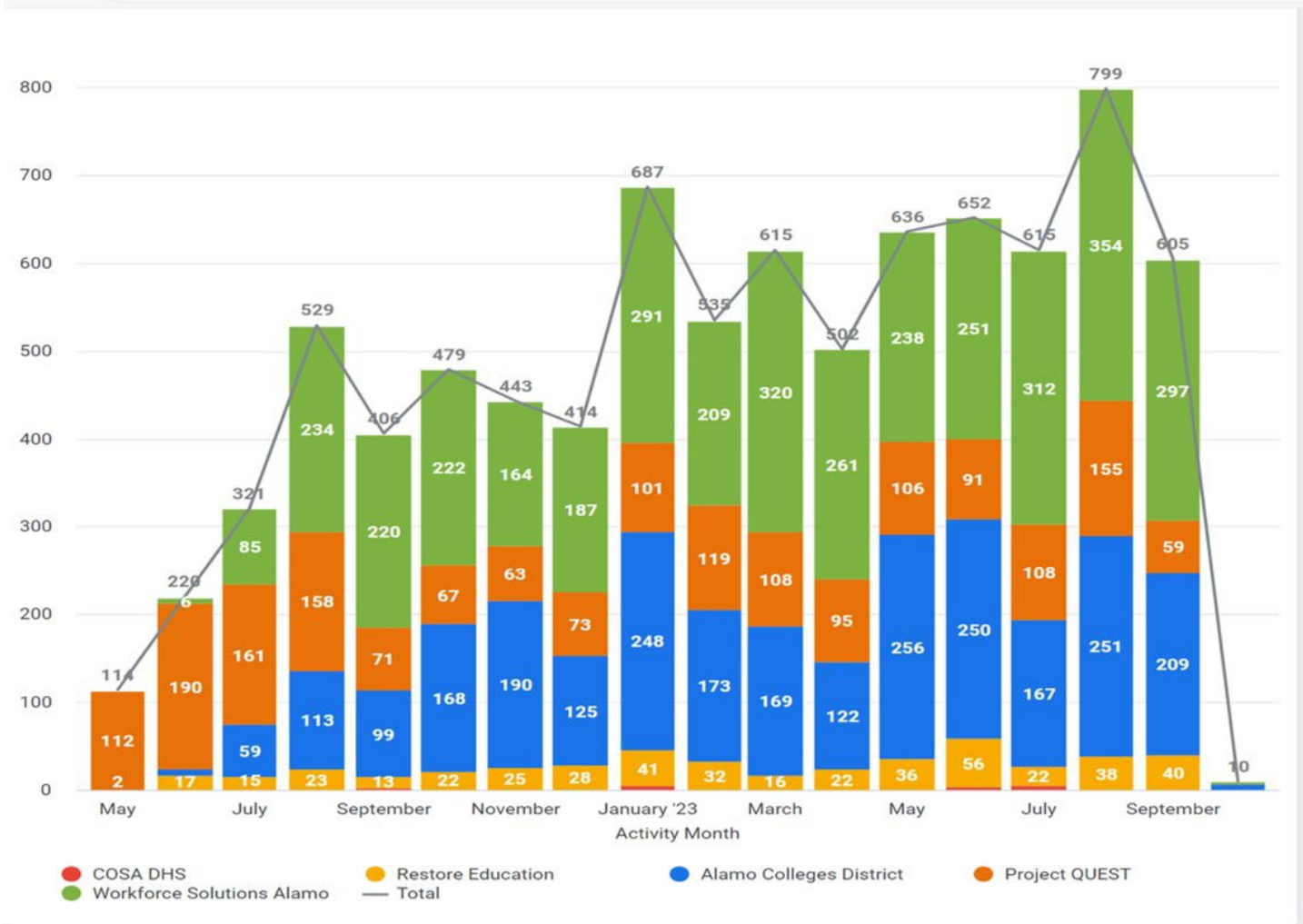
### WSA Ready to Work Subgrantees

1. AVANCE
2. C2 Global
3. Chrysalis
4. Family Service Association
5. San Antonio Food Bank
6. Texas A&M San Antonio
7. YWCA San Antonio



Top Trainings being selected: Medical, IT & Construction

# APPLICANTS INTERVIEWED

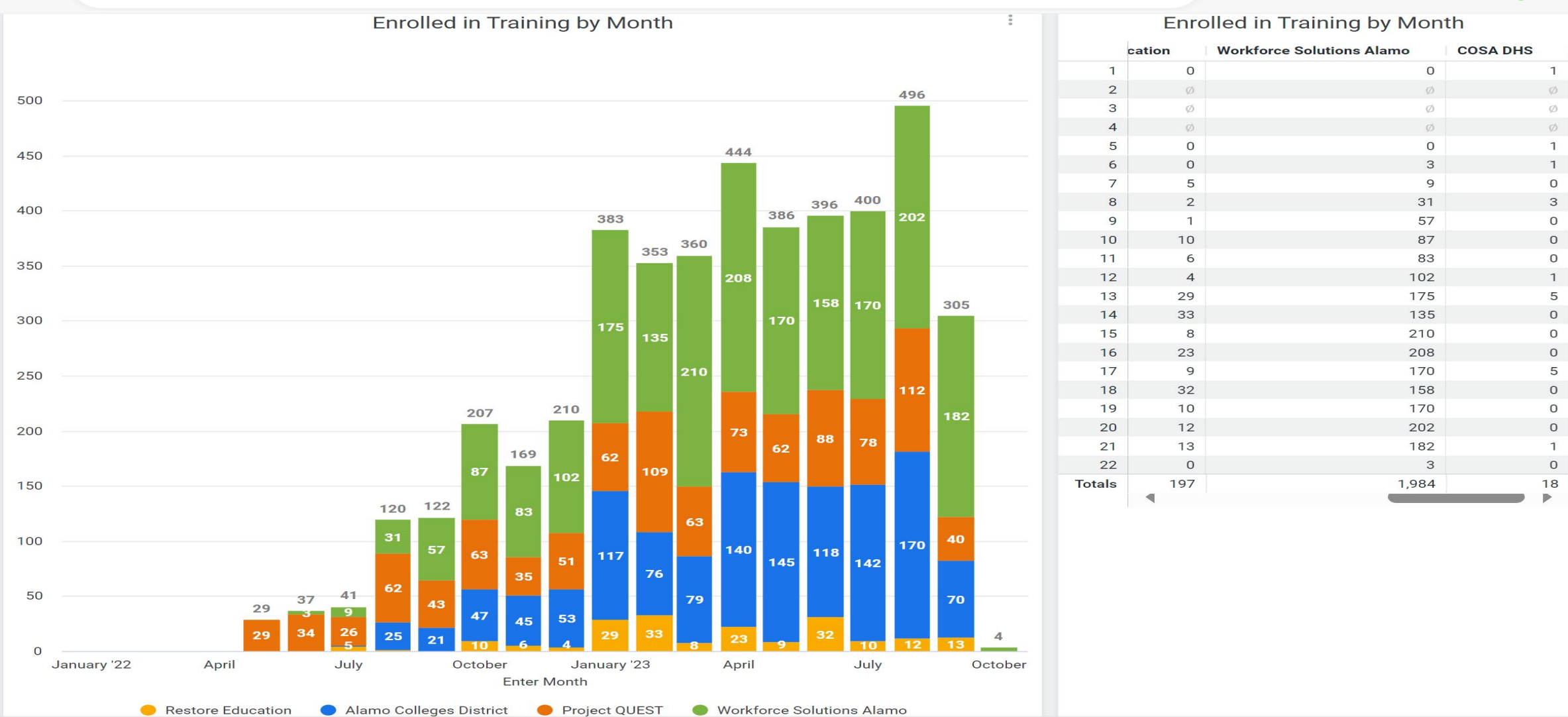


	Restore Education	Workforce Solutions Alamo
1	2	0
2	17	6
3	15	85
4	23	234
5	13	220
6	22	222
7	25	164
8	28	187
9	41	291
10	32	209
11	16	320
12	22	261
13	36	238
14	56	251
15	22	312
16	38	354
17	40	297
18	0	3
Totals	448	3,654



\* Data from 10.2.23 pulled from COSA-Signify Monthly Stats Report. Data is live and changing daily.

# YEAR TO DATE - ENROLLED IN TRAINING



\* Data from 10.2.23 pulled from COSA-Signify Monthly Stats Report. Data is live and changing daily.

# Aspen Workforce Leadership Academy Goals

The Academy engages leaders in a yearlong peer learning cohort to:

- Expand and deepen professional networks and partnerships;
- Strengthen organizational and systems leadership skills;
- Apply a race and equity lens to assess and improve workforce services and strategies;
- Apply systems change framework to Fellows' work;
- Deepen understanding of effective strategies and programs; and
- Provide a forum to work collaboratively to identify local and regional systems-based challenges and create shared solutions.

## Workforce Leadership Academy



Developing a Framework for Action

Exploring Options for the Future

Recommendations for  
Change

Opening Retreat

Labs:

5 Year  
Vision

Systems  
Issues

Learning  
Agenda

Research  
Lessons

Draft  
Recommen-  
dations

Closing Retreat

Stakeholder  
Meeting

Fellows conduct local and national interviews  
and review research

★ We are here

Team Meetings:

1

Research  
Plan

2

Ideas for  
Change

3

Develop  
Change  
Strategies

4

Prepare for  
Stakeholder  
Meeting

# The Collaborative Lab Process

	Opening Retreat	Lab 1	Lab 2	Lab 3	Team Mtg 1	Lab 4	Team Mtg 2	Lab 5	Team Mtg 3	Closing Retreat	Team Mtg 4	Stakeholder Meeting
Topic	Varied ecosystem perspectives	5-Year Vision	System Issues	Learning Agenda	Local Stakeholder Analysis + Team planning	Lessons from research	Lessons from research	Draft Recs	Prepare Draft Recs	Feedback Draft Recs	Prep for Stakeholder Mtg	Present Final Recs
Process	Visualize the current Workforce Ecosystem  Systems Analysis	Articulate practical vision for ecosystem	What is getting in the way of vision becoming reality?	Outline “How Might We” questions to explore through research	Identify effective nat’l practice  Identify local stakeholder	Teams debrief research/ interviews and share lessons. Fellows share and reflect across teams	Teams debrief research/ interviews and reflect on implications for local action.	Reflect on lessons learned  Discuss implications for systems changes	Slide decks  Handouts  Making the case	“Dry Run” of Recs  Feedback  Adjust	Adjust Recs as needed	Present and Discuss
Partner Role	Photo of maps/ systems analysis	Develop one-page summary	Develop one-page summary	Support team formation	Fellows conduct interviews, explore national and local efforts online, and review relevant publications.					Support CoLab teams	Support CoLab teams	Advisory council meeting

## MEMORANDUM

To: Executive Committee  
From: Adrian Lopez, Chief Executive Officer  
Presented by: Ricardo Ramirez, Director of Quality Assurance  
Date: October 20, 2023  
Subject: Briefing – Quality Assurance Update & TWC Audit Resolution

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**SUMMARY:** Quality Assurance’s briefing of current monitoring activities for the WSA Board of Directors. The items do not require Board action.

### TWC Monitoring

*Audit Resolution:* TWC completed its Annual Monitoring of WSA on 10/21/2022. The Final Report included four items that went to TWC Audit Resolution for further action: one for the Non-Custodial Parent (NCP) grant and three from SNAP Employment & Training.

- Progress: WSA has cleared and resolved all the items (we have attached the related TWC letters).

*Annual Monitoring:* TWC started its Annual Monitoring and has scheduled the testing from October 10<sup>th</sup> through the 20<sup>th</sup>. We have submitted information for the initial document request, are completing the required questionnaires, and expect to receive sample requests the week of October 4<sup>th</sup>.

*Equal Opportunity (EO) Monitoring:* TWC started its EO monitoring. Ms. Caroline Goddard, WSA’s Equal Opportunity Officer, is gathering policies and information and responding to TWC’s questionnaires and requests.

### Other Monitoring

*Health & Human Services Commission (HHSC):* HHSC has started monitoring SNAP E&T fiscal transactions. WSA received an initial engagement letter on September 14<sup>th</sup>. The Fiscal department will report the item to the Audit & Finance Committee.

### WSA External Program Monitoring (Ms. Christine Nguyen, CPA)

- *TANF/Choices – C2 GPS:* 100% complete, with an 82.08% accuracy rate (did not meet the 90% benchmark).
  - Five hundred ninety participants served during the scope, of which 299 (50.68%), or one of every two, gained employment.
  - Three elements highlighted for continuous improvement:
    - Timely and Reasonable Attempts (and related penalty actions),
    - Timely communication of participant status changes to HHSC, and
    - Recording of and reporting participant employment outcomes.
- *WIOA Youth – SERCO:* 100% complete. We are in the process of issuing the final report.

### **WSA Internal QA Program Monitoring**

- *SNAP E&T and Non-Custodial Parent (NCP) Technical Assistance (TA) – C2 GPS*: TWC has closed the audit reports. Programs/Operations staff and QA will continue overseeing the contractor’s internal controls and offering needed support (e.g., so that the associated items do not become “repeat” findings).
  - QA spent approximately 68 workdays (excluding the Director of QA’s time) on the audit findings. We included SNAP in the RFP for our external monitoring consultant and are considering passing on SNAP to Ms. Nguyen.
- *SNAP E&T Annual (Slant Review) – C2 GPS*: 100% complete, with a 92.1% accuracy rate.
  - Between November 2022 and February 2023, WSA served 416 job seekers, 369 completed services, and 54 gained employment (14.6%).
  - Three elements highlighted for continuous improvement:
    - Eligibility – Verification requirements (\$1,646 owed to WSA),
    - Data Entry – Service Tracking information,
    - Data Entry – Program Detail information.
- *Non-Custodial Parent (NCP) (Phase II Review) – C2 GPS*: 100% complete, with a 98.4% accuracy rate (improved from a 78.5% Phase I review).
  - Between November 2022 and March 2023, WSA served 76 job seekers, and 17 gained employment (22.4%).
  - Two areas highlighted for continuous improvement:
    - Case Management – Job Retention Period,
    - Data Entry – COLTS (OAG’s data system).
- *Child Care Quality Improvement Activities (QIA) – COSA*: 100% complete, with a 90.8% accuracy rate.
  - Two areas highlighted for continuous quality improvement:
    - Recording mentor training information and supporting documentation,
    - Provider-related form maintenance in Cabinet (WSA’s electronic document management system).

### **WSA Other Activities**

- *Digitizing Paper Records*: led by Trema Cote, WSA Workforce Monitor. The project is about 95% complete in digitizing all participant hard-copy paper records.
- *Contract Renewals and Initiation*: Assisting with developing contracts for Adult and Youth.
- *Technical Assistance (TA)*: Supporting WSA departments and subrecipients with TA for areas with low accuracy rates, policy development, and other supports.

### **STAFF RECOMMENDATIONS:**

TWC requires Boards to have qualified Monitoring Staff to carry out the Board’s oversight responsibilities. Continue supporting WSA’s QA Department to promote the agency’s integrity and continuous quality improvement efforts.

### **FINANCIAL IMPACT:**

WSA’s External Program Monitoring contract with Ms. Christine Nguyen, CPA: \$170,054.

### **STRATEGIC OBJECTIVE:**

To help ensure that local employment and training activities, including one-stop delivery systems and workforce development services, appropriately use, manage, and invest funds as required and

in ways that maximize performance outcomes (WIOA Sec. 107(d)(8); WIOA Sec. 134(2)(B)(iv); WIOA Sec. 183; WIOA Sec. 185(c)(3); WIOA Sec. 121(3); WIOA Sec. 129(b)(1)(e); TWC's Board Oversight Capacity evaluation, Texas Labor Code §302.048, TWC Rule §Title 40, Part 20, Chapter 802, Integrity of the Texas Workforce System, particularly §802.61; WD 29-15, Chg. 1; TWC Agency-Board Agreements and Grant Contracts).

**ATTACHMENTS:**

QA Estimated Timeline (FY22-23)

Audit Resolution Report (NCP)

Audit Resolution Report (SNAP)



### Estimated Timeline – External Program Monitoring Activities 2022-2023

Initial Estimated Timeline				Actual Timeline						
External Program Monitoring	Duration <sup>++</sup>	Start	Finish	Duration <sup>++</sup>	Effort	Variance	Start	Finish	% complete	Comments
Estimated Timeline: 2022-2023	242	10/3/2022	9/5/2023	252	326	Duration	10/3/2022	9/19/2023	100.0%	
*COSA - Child Care Services	92	10/3/2022	2/7/2023	92	91	0	10/3/2022	2/7/2023	100%	Started but was postponed 43 days until External Monitoring Consultant was procured.
CONSORTIUM - Ready to Work	57	2/3/2023	4/24/2023	129	61	72	2/10/2023	8/9/2023	100%	Delays from RtW partnership structure/systems and newness of the grant with its multiple subcontracts.
C2GPS - WIOA Adult & Dislocated Worker	70	2/28/2023	6/5/2023	92	63	22	3/23/2023	7/28/2023	100%	Delays due to WSA's network access and two extension requests from C2 GPS.
C2GPS - TANF/Choices	58	6/1/2023	8/21/2023	64	62	6	6/2/2023	8/30/2023	100%	Delays due to WSA's network access
SERCO - WIOA Youth	47	7/3/2023	9/5/2023	55	49	8	7/5/2023	9/19/2023	100%	Final report being issued - included two extensions, one for SERCO and one for Ms. Nguyen

Avg Duration or Effort (days) → 65 86 65 22  
Multi-tasking (% days overlapping projects) → 25.3% 51.4%

**Duration** : total days from start to finish to complete project (includes some holidays); **Effort (or Work)** : actual number of days spent on each project.

#### Modification Notes

<sup>++</sup> The Duration is not equal to the time that the contractors are actively involved in the project - it includes additional internal QA work (e.g., desk and policy review and tool development, etc.)

\* COSA-Child Care Services was started but later postponed until the External Monitoring Consultant was procured



### Estimated Timeline – Internal Program Monitoring Activities 2022-2023

*Note: May expect delays due to increased efforts tied to TWC's Audit Resolution.*

Initial Estimated Timeline				Actual Timeline						
Internal Program Monitoring	Duration <sup>++</sup>	Start	Finish	Duration <sup>++</sup>	Effort	Variance	Start	Finish	Comments	% complete
Estimated Timeline: 2022-2023	215	11/14/2022	9/8/2023	226	499	Duration	11/14/2022	9/25/2023		100.0%
Trade Adjustment Assistance (TAA) - Phase I	49	11/14/2022	1/19/2023	75	55	26	11/14/2022	2/24/2023	Included delays for SNAP/NCP TAP for TWC's Monitoring, plus a 1-day extension for C2GPS.	100%
National Dislocated Worker (Phase II)	50	1/3/2023	3/13/2023	92	84	42	1/3/2023	5/10/2023	Final Report Issued. Delays from SNAP/NCP TAP for TWC's Monitoring and other projects.	100%
SNAP E&T - Technical Assistance (TWC Audit)				233	80	n/a	11/1/2022	9/21/2023	TAP for TWC's Monitoring.	100%
SNAP E&T Annual Review	45	3/13/2023	5/12/2023	70	47	25	3/8/2023	6/13/2023	Final Report Issued. Delays from SNAP/NCP Tap and TWC Audit Resolution.	100%
Non-Custodial Parent - Technical Assistance (TWC Audit)				206	80	n/a	11/1/2022	8/15/2023	TAP for TWC's Monitoring.	100%
Non-Custodial Parent - Annual Review (Phase II)	45	4/20/2023	6/21/2023	82	49	37	4/7/2023	7/31/2023	Final Report Issued. Delays from SNAP/NCP Tap and TWC Audit Resolution.	100%
Child Care QIA	31	5/30/2023	7/11/2023	59	58	28	5/24/2023	8/14/2023	Final Report Issued. Delays from SNAP/NCP Tap and TWC Audit Resolution.	100%
RESEA	41	6/20/2023	8/15/2023	46	46	5	7/24/2023	9/25/2023	Final Report in development. Delays from SNAP/NCP Tap and TWC Audit Resolution.	100%
Summer Earn & Learn (SEAL)	38	7/19/2023	9/8/2023						Decided to not test - needed to focus on TWC's Audit Resolution (last year's accuracy rate was 90%).	
Other (Phase II, TWC, Training, etc.)	50	8/24/2023	11/1/2023						Focused on TWC's Audit Resolution.	
Duration or Effort (days, excludes "Other") →	43			108	62	27				
Multi-tasking (% days overlapping projects) →	38.4%			73.8%						

**Duration** : total days from start to finish (includes some holidays); **Effort (or Work)** : actual number of days spent on each project.

#### Modification Notes

<sup>++</sup> The Duration is not equal to the time that the contractors are actively involved in the project - it includes additional internal QA work (e.g., desk and policy review and tool development, etc.)

# Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman  
Commissioner Representing  
the Public

Aaron Demerson  
Commissioner Representing  
Employers

Alberto Treviño, III  
Commissioner Representing  
Labor

Edward Serna  
Executive Director

August 23, 2023

Mr. Adrian Lopez, Chief Executive Officer  
Workforce Solutions Alamo  
100 North Santa Rosa St., Suite 120  
San Antonio, Texas 78207

## Audit Resolution Report

Dear Mr. Lopez:

Workforce Solutions Alamo (Board) administers the Child Care Services, Choices (employment services for Temporary Assistance for Needy Families), Employment Services, Trade Adjustment Assistance, and Workforce Innovation and Opportunity Act programs. In Fiscal Year 2023 TWC conducted a monitoring review of these programs and had three findings, as documented in Monitoring Report # 23.20.0001. This letter is about the audit resolution of the findings, as outlined below:

Finding: Ensure Leases are Properly Procured

The Board did not comply with federal and state procurement requirements for six workforce center leases. The following errors were noted:

- For the Pearsall Workforce Center lease, the Board did not complete a market analysis prior to the option to renew on November 1, 2021, or a justification for staying at the current space. The Board provided a market analysis completed on October 5, 2022, which was late and did not contain sufficient information.
- For the Floresville Workforce Center lease, the Board has a new lease beginning August 1, 2021. The Board did not conduct a needs determination for the square footage.
- For the Kenedy Workforce Center lease, the Board exercised its option to renew. However, the lease renewal contained language for another option to renew for two years, that was not included in the procurement.
- For the New Braunfels Workforce Center lease, the Board did not provide a needs determination for the square footage needed. The Board also executed an amendment to an expired lease instead of entering into a new lease.

- For the Boerne Workforce Center lease, the Board did not provide a needs determination for the square footage needed.
- For the Hondo Workforce Center lease, the Board exercised an option to renew that was not included in the procurement.

In addition, the broker's contract expired December 31, 2021, and the broker continued to provide services.

By not adhering to procurement controls, the Board cannot demonstrate that all procurement actions were conducted in a manner providing for full and open competition.

**Corrective Action Taken:**

The Board has implemented controls to strengthen its internal processes to ensure leases are procured in accordance with FMGC guidelines. This includes but not limited to Procurement Checklist, Procurement Processes, and revised Standard Operating Procedures for Procurement Process dated 4/30/2023.

In addition, the Board provided required documentation to address the weaknesses identified for the workforce center leases.

- For the Pearsall Workforce Center, the Board provided current market analysis with lease spaces comparable to its current location, which justified that the best value was obtained by selecting its current location.
- For the Floresville and Boerne Workforce Centers, the Board provided current needs assessment which included square footage, as well as all requirements needed to meet Board's needs at these locations.
- For the Kenedy Workforce Center, the Board provided a copy of its Lease Amendment that does not include renewal options. The current lease will expire on January 31, 2025. In addition, the Board provided a market analysis which indicates that the current lease space selected, was the best value.
- For the New Braunfels Workforce Center, the Board reviewed its termination clause with current landlord to determine the financial impact on terminating the current lease agreement. The Board provided documentation to support the financial burden and cost it would assume if the existing lease agreement was terminated and decided it would not be a feasible action. In addition, the Board provided a plan of action that includes timeline to procure a new lease agreement when the current lease expires.

- For the Hondo Workforce Center, the Board provided current market analysis with lease spaces comparable to the current location which indicates and justifies that the best value was obtained by selecting the current location. The current lease expires December 31, 2024, with no renewal option. The Board will procure a new lease when the current lease expires.

Lastly, the Board provided copies of agenda and sign-in sheets for recent procurement training conducted. Based on the actions listed above, the corrective actions taken are sufficient to resolve this finding.

Finding: Ensure NCP Choices Guidelines are Followed

In nine of fourteen (64 percent) applicable 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 participant being non-compliant for 30 days.

Without strict adherence to the NCP Choices requirements, the Board cannot ensure all the NCP program requirements are met, which may hinder the client from becoming economically self-sufficient and making consistent child support payments.

**Corrective Action Taken:**

The Board has adequate controls in place to ensure NCP program requirements are met. This includes but not limited to revised procedures to strengthen the service provider's controls, ongoing training, and continued quality assurance reviews conducted by the Board and its Service Provider. In addition, Board's recent monitoring of this area revealed significant improvement and a zero percent error rates for the weaknesses identified. Lastly, the Board provided copies of training agenda and sign-in sheets for this area. The corrective actions taken are sufficient to resolve this finding.

Finding: Ensure Monitoring Services are Procured

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 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. By not re-procuring the monitoring services contract, full and open competition was limited. At the time of the monitoring review, the Board had not used any TWC funding to pay for the services during the 90-day extension.

By not adhering to federal and state procurement requirements, the Board cannot demonstrate that all procurement actions were conducted in a manner that is appropriate for the purchases of services.

**Corrective Action Taken:**

The Board has adequate controls in place to ensure program monitoring services are properly procured and comply with federal, state, and local procurement requirements, allowing for full and open competition at all times. This includes but not limited to Procurement Checklist, Procurement Processes, and revised Standard Operating Procedures for Procurement Process dated 4/30/202. In addition, the Board provided complete procurement documentation for its current program monitoring services, along with a copy of signed and dated contract for the vendor selected. Lastly, the Board provided copies of training agenda and sign-in sheets for this area. The corrective actions taken are sufficient to resolve this finding.

Because the corrective actions taken adequately resolve the findings, TWC Monitoring Report #23.10.0001 is closed. We encourage the Board to continue its efforts in following and adhering to local, federal, and state procurement guidelines and Choices NonCustodial Parent guide, as these areas will be tested during subsequent monitoring reviews.

Thank you for your assistance on this matter. If you have any further questions, please contact Judy Ohn at (512) 354-9616 or [judy.ohn@twc.texas.gov](mailto:judy.ohn@twc.texas.gov).

Sincerely,



Charles E. Ross, Jr.  
Director, Division of Fraud Deterrence and Compliance Monitoring

cc: Leslie Cantu, Chair, Workforce Solutions Alamo

**United States Department of Health and Human Services**

Gwendolyn Jones, Regional Program Manager  
Deborah Daniels, Program Specialist  
Alisa Matthews, Program Specialist

**United States Department of Labor**

Nicholas E. Lalpui, Regional Administrator, Employment and Training Administration  
M. Frank Stluka, Regional Director, Office of State Systems, Employment and Training Administration

# Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman  
Commissioner Representing  
the Public

Aaron Demerson  
Commissioner Representing  
Employers

Alberto Treviño, III  
Commissioner Representing  
Labor

Edward Serna  
Executive Director

September 18, 2023

Mr. Adrian Lopez, Chief Executive Officer  
Workforce Solutions Alamo  
100 North Santa Rosa St., Suite 120  
San Antonio, Texas 78207

## Audit Resolution Report

Dear Mr. Lopez:

Workforce Solutions Alamo (Board) administers the Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) program. In Fiscal Year 2023 TWC conducted a monitoring review of this program and had one finding, as documented in Monitoring Report #23.20.0001. This letter is about the audit resolution of the finding, as outlined below:

Finding: Ensure SNAP E&T Program Requirements are Followed

The Board did not ensure the service provider followed SNAP E&T program guidelines and required regulations were followed for work activities. The following details were noted:

- In four of 11 (36% percent) applicable case files tested, the form H1822 ABAWD Work Requirement Verification was not fully completed. Specifically, on all four files, the Part I box was not checked.
- In three of six (50 percent) applicable case files tested, the form H1817 SNAP Information Transmittal was not submitted to HHSC for a reconsideration request as soon as the client informed Workforce Solutions Office staff they obtained employment, and one was not completed at all.
- In five of six (83% percent) applicable case files tested, when form H1817 SNAP Information Transmittal was sent to HHSC to request a reconsideration of eligibility, the requests were not entered in the TWIST Good Cause tab and Counselor Notes.

Accurate and complete documentation to verify SNAP E&T work activities is necessary to support participant compliance with required hours of participation. Without strict adherence to SNAP E&T directives, there is limited assurance that federal and state funds are expended in accordance with statutory requirements.

**Corrective Action Taken:**

The Board has adequate controls in place to ensure SNAP E&T program requirements are followed and adhered to. This includes but not limited to revised procedures and processes to strengthen the service provider's controls; creating a TEAMS portal to coordinate actions, communication, documentation, and training progress; creating program training videos, implementing a Technical Assistance Plan (TAP) with service provider, ongoing training, and continued quality assurance reviews conducted by both the Board and its service provider. Both the Board and TWC's Workforce TA provided recent monitoring reports of this area for the months of July and August, with significant improvement and acceptable error rates for each of the weaknesses identified. Lastly, the Board provided recent training documentation conducted by TWC Workforce TA, along with agenda and sign-in sheets for this area.

Because the corrective actions taken adequately resolves the finding, TWC Monitoring Report #23.20.0001 is closed. We encourage the Board to continue its efforts in following and adhering to SNAP E&T program requirements and guidelines, as this area will be tested during subsequent monitoring reviews.

Thank you for your assistance on this matter. If you have any further questions, please contact Judy Ohn at (512) 354-9616 or [judy.ohn@twc.texas.gov](mailto:judy.ohn@twc.texas.gov).

Sincerely,



Charles E. Ross, Jr.  
Director, Division of Fraud Deterrence and Compliance Monitoring

cc: Leslie Cantu, Chair, Workforce Solutions Alamo

**United States Department of Health and Human Services**  
Gwendolyn Jones, Regional Program Manager  
Deborah Daniels, Program Specialist  
Alisa Matthews, Program Specialist

# Texas Workforce Commission (TWC) Monitoring



## *TWC Annual Monitoring – Audit Resolution Progress*

TWC's Annual Monitoring Report included four items, one from Non-Custodial Parent and three from SNAP E&T, that went to TWC Audit Resolution:

- The four items have been closed and resolved (TWC letters attached).

## *TWC Annual Monitoring – Current Engagement*

TWC started its annual monitoring. Their auditors will be testing all key grants, functions, and processes from 10/10/2023 through 10/20/2023.

## *TWC Equal Opportunity (EO) Monitoring*

TWC has also started its annual EO monitoring. Ms. Caroline Goddard, WSA's Equal Opportunity Officer leads the engagement.

# Other External Monitoring

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## *Health and Human Services Commission (HHSC)*

- HHSC has started monitoring SNAP E&T fiscal transactions.
- WSA received an initial engagement letter September 14<sup>th</sup>.
- WSA's Fiscal Department will report the project to the Audit & Finance Committee.

# External Program Monitoring



By Ms. Nugyen, CPA

- ***TANF/Choices – C2 GPS***: 100% complete, 82.08% accuracy rate. Three items highlighted for continuous improvement:
  - Timely and Reasonable Attempts,
  - Timely communication of participant status changes to HHSC,
  - Recording of/reporting participant employment outcomes.
- ***WIOA Youth – SERCO***: 100% complete. We are in the process of issuing the final report.

# Internal Program Monitoring (WSA QA)

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- *SNAP and Non-Custodial Parent (NCP) Technical Assistance – C2 GPS*: QA will continue offering support for internal controls.
- *SNAP Annual (Slant) Review – C2 GPS*: 100% complete, 92.1% accuracy rate. Three items highlighted for continuous quality improvement:
  - Eligibility – Verification requirements (\$1,646 reimbursed to WSA),
  - Data Entry – Service Tracking information,
  - Data Entry – Program Detail information.

# Internal Program Monitoring - continued



- ***Non-Custodial Parent (NCP, Phase II) – C2 GPS:*** 100% complete, 98.4% accuracy rate. Two areas highlighted for continuous quality improvement:
  - Case Management – Job Retention Period,
  - Data Entry – COLS (OAG's data system).
- ***Child Care Quality Improvement Activities (QIA) – COSA:*** 100% complete, 90.8% accuracy rate. Two areas highlighted for continuous quality improvement:
  - Recording mentor training information and supporting documentation,
  - Provider-related form maintenance in Cabinet (WSA's electronic document management system).

# Other Activities

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- *Digitizing Paper Records*: 95% complete, project led by Trema Cote, WSA Workforce Monitor. Includes digitizing participant hard-copy paper records.
- *Contract Renewals and Initiation*: Assisting with developing contracts for Adult and Youth.
- *Technical Assistance (TA)*: Supporting WSA departments and subrecipients with TA to help improve areas with low accuracy rates, policy development, and other processes.

## MEMORANDUM

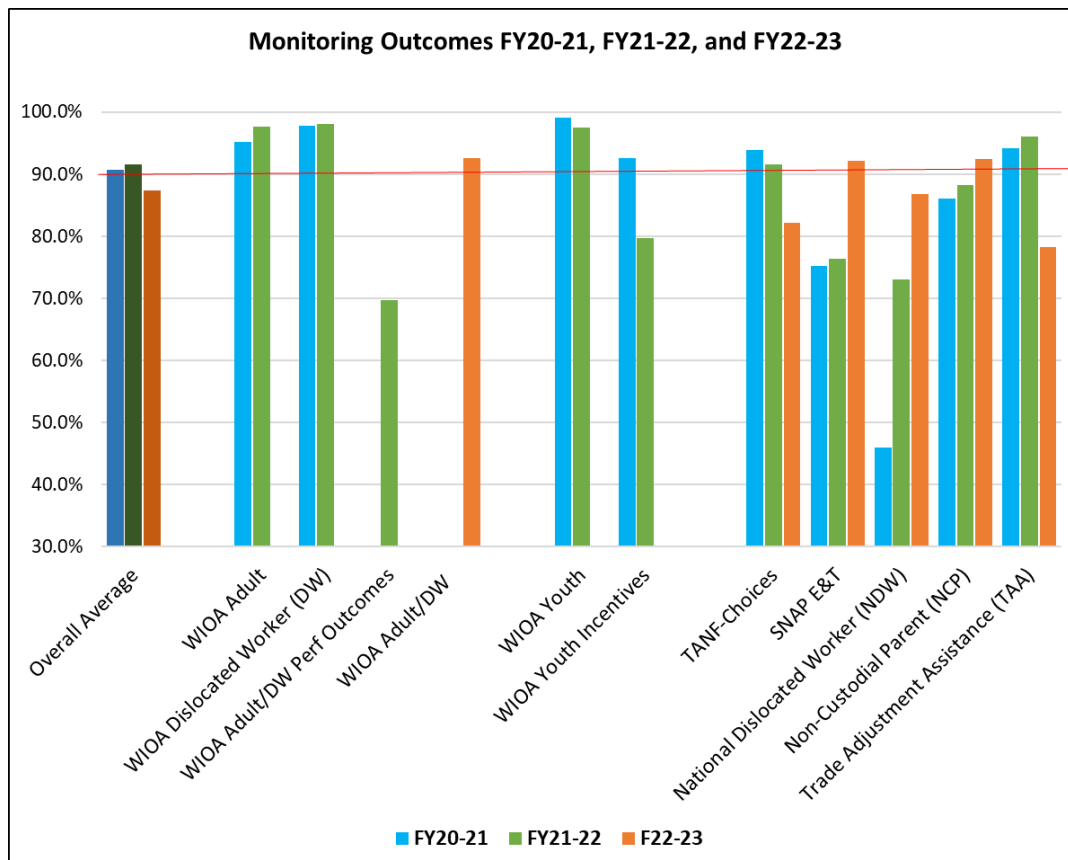
To: Executive Committee  
 From: Adrian Lopez, Chief Executive Officer  
 Presented by: Ricardo Ramirez, Director of Quality Assurance  
 Date: October 20, 2023  
 Subject: Briefing – Monitoring Outcomes and Technical Assistance

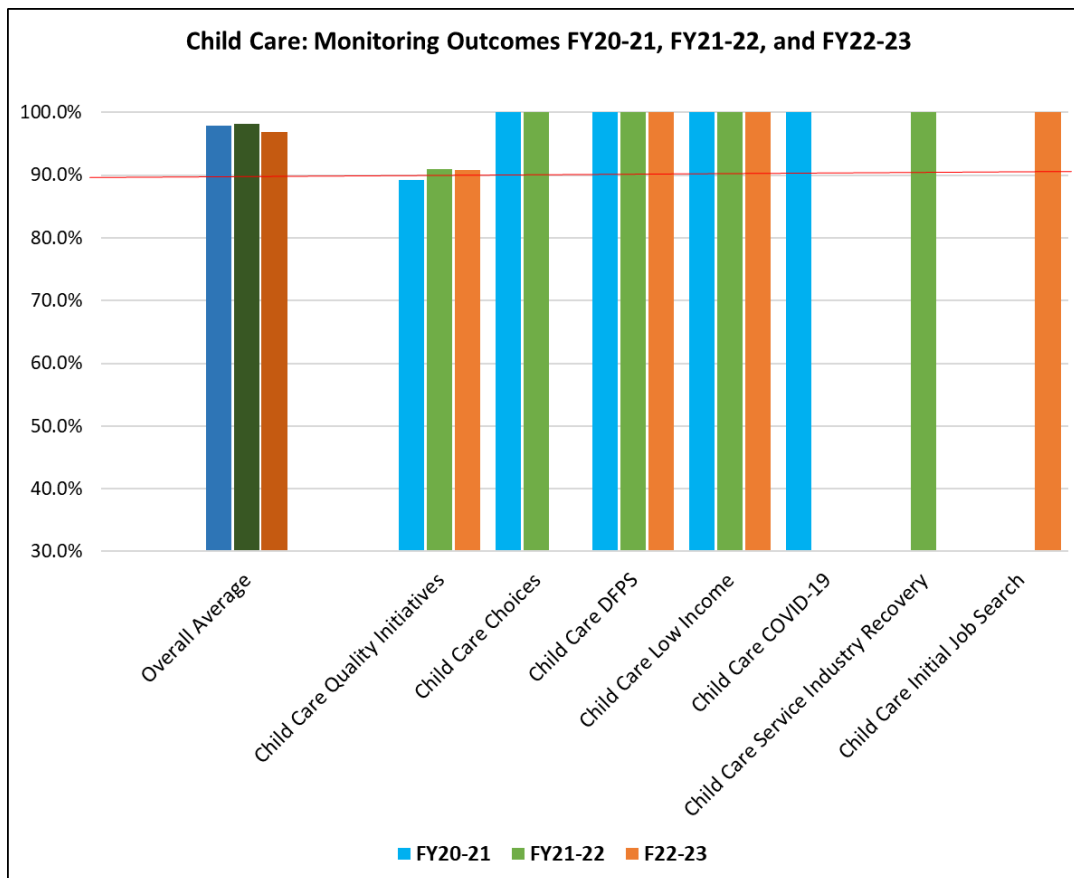
**SUMMARY:** This Memorandum presents a summarized version of monitoring outcomes previously presented to the Board. We also include information tied to providing technical assistance (TA). The briefing does not require Board action.

### Monitoring Outcomes

The table below compares monitoring outcomes for Fiscal Years 2020-2021, 2021-2022, and 2022-2023 (Oct-Sep timeframe). The red line at 90% represents the minimum expected accuracy rate threshold. We updated the graphs to include:

- TANF/Choices, SNAP E&T, Non-Custodial Parent (NCP), WIOA Adult/Dislocated Worker, and Child Care Quality Improvement Activities (CC QIA).





### Technical Assistance

Board staff offers partners technical assistance (TA) when outcomes fall below expected goals. TA plans include several components, such as:

- updating policies and procedures,
- training,
- additional monitoring,
- increased oversight,
- documenting measurable progress.

Successful strategies require the identification of root causes and the implementation of adequate actions. Successful strategies result in accuracy rates equal to or greater than 90% (e.g., for each attribute we test). Successful outcomes aim to prevent questionable costs, improper performance reporting, and individual issues from turning into ‘repeat’ findings.

### Technical Assistance: Additional Monitoring

QA works with the Programs/Operations team to highlight monitoring areas needing continuous quality improvement.

- While an overall accuracy rate for a single engagement may exceed the 90% threshold, one or more of the attributes that we test may fall below the threshold.
- Attributes that fall below the 90% threshold prompt intervention in the form of technical assistance (e.g., including process improvements).

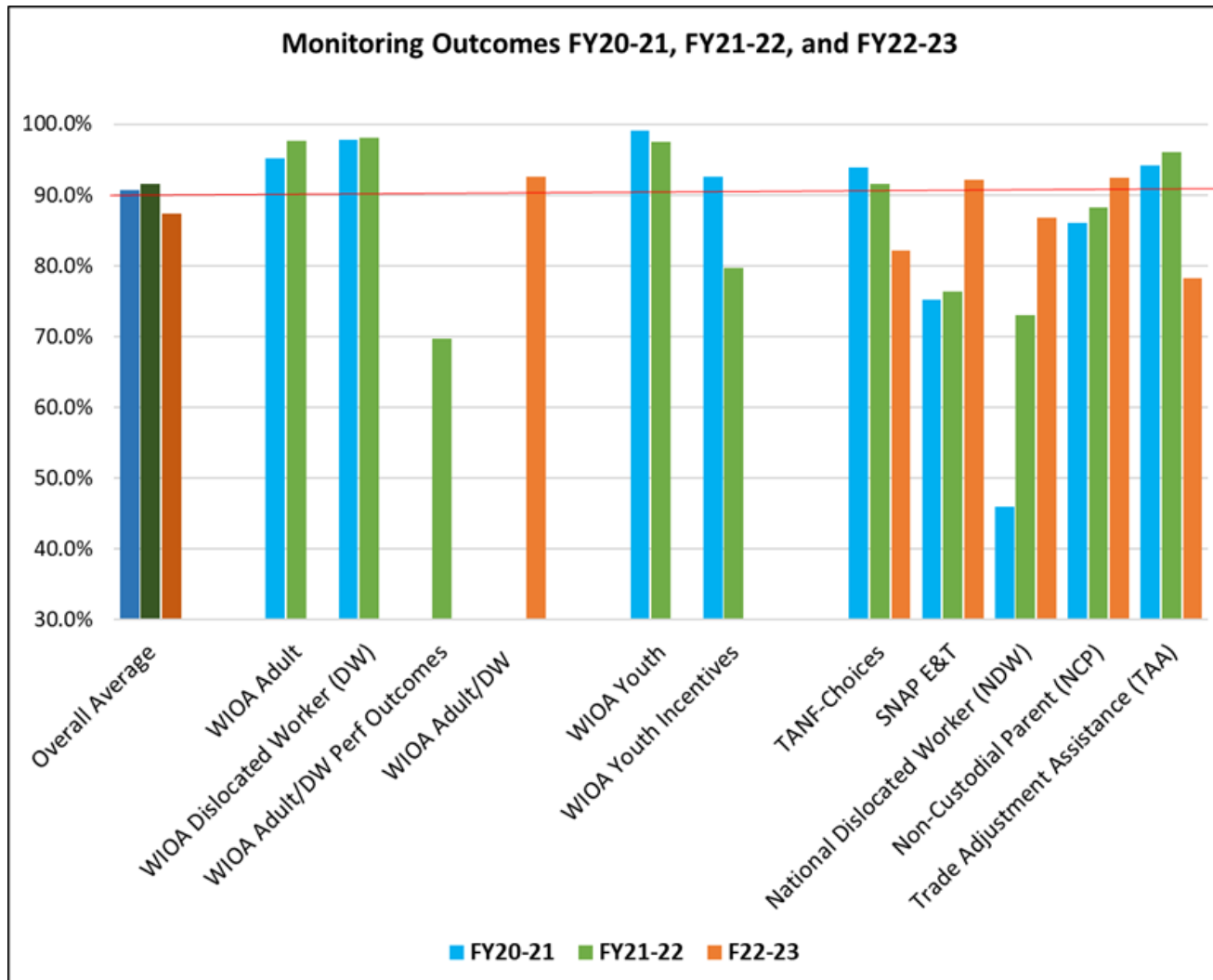
**STAFF RECOMMENDATIONS:** TWC requires Boards to have qualified Monitoring Staff to carry out the Board’s oversight responsibilities. Continue supporting WSA’s QA Department to promote the agency’s compliance, internal controls, and continuous quality improvement efforts.

**FINANCIAL IMPACT:** Not applicable.

**STRATEGIC OBJECTIVE:** To help ensure that local employment and training activities, including one-stop delivery systems and workforce development services, appropriately use, manage, and invest funds as required and in ways that maximize performance outcomes (WIOA Sec. 107(d)(8); WIOA Sec. 134(2)(B)(iv); WIOA Sec. 183; WIOA Sec. 185(c)(3); WIOA Sec. 121(3); WIOA Sec. 129(b)(1)(e); TWC’s Board Oversight Capacity evaluation, Texas Labor Code §302.048, TWC Rule §Title 40, Part 20, Chapter 802, Integrity of the Texas Workforce System, particularly §802.61; WD 29-15, Chg. 1; TWC Agency-Board Agreements and Grant Contracts).

**ATTACHMENTS:** None.

# Briefing – Monitoring Outcomes

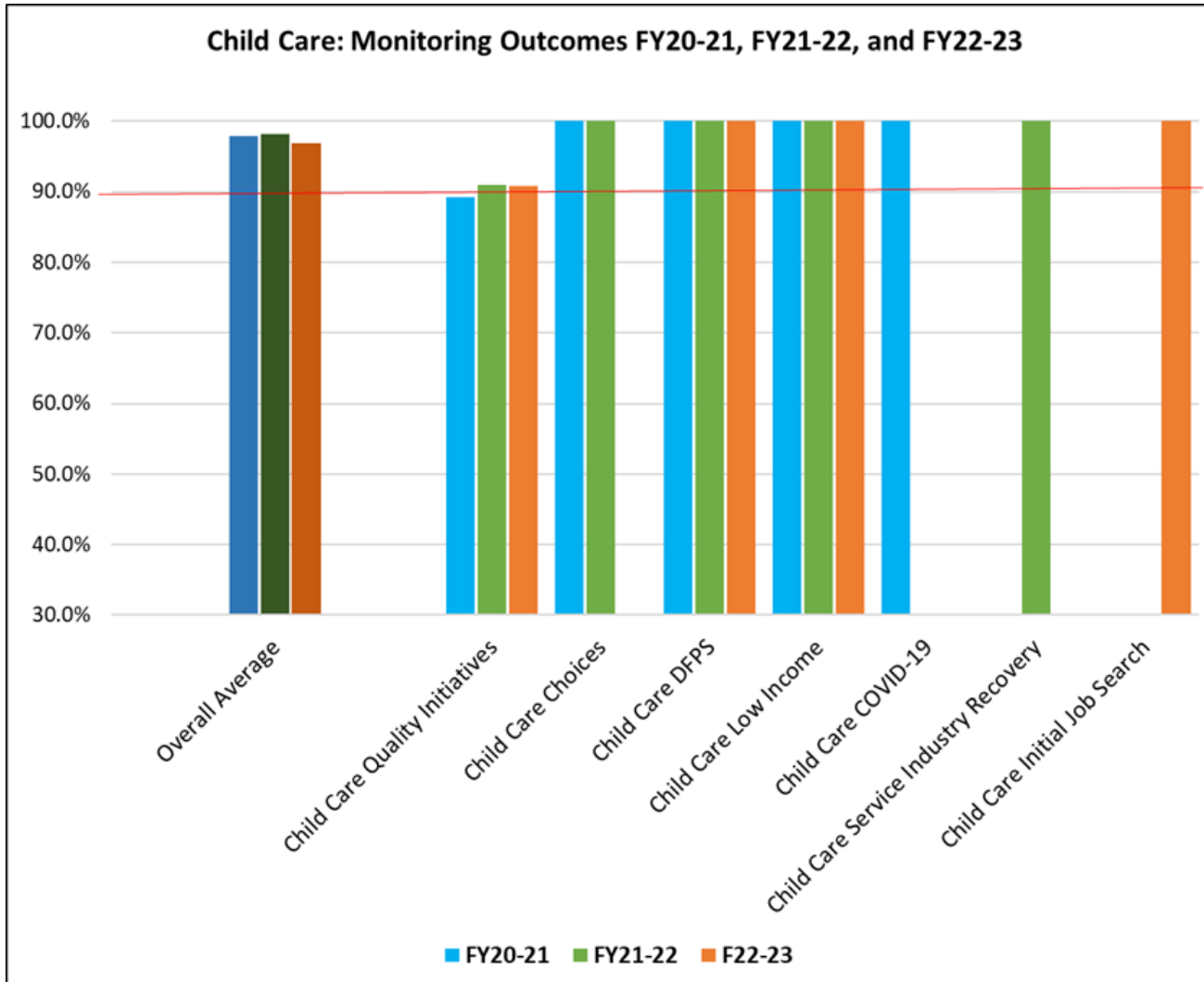


Added: TANF/Choices, SNAP E&T, Non-Custodial Parent (NCP), and WIOA Adult and Dislocated Worker.

The chart summarizes outcomes of monitoring engagements for FY20-21, FY21-22, and FY22-23.

The red line highlights the 90% expected accuracy rate.

# Briefing – Monitoring Outcomes



Added: Child Care Quality Improvement Activities (CC QIA).

The chart summarizes outcomes of monitoring engagements for Child Care in FY20-21, FY21-22, and FY22-23.

The red line highlights the 90% expected accuracy rate.

# Briefing – Technical Assistance

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Board staff offers technical assistance (TA) to partners when outcomes fall below expected goals. TA plans include several components, such as:

- updating policies and procedures,
- staff training,
- additional internal monitoring,
- increased oversight.

Successful strategies require the identification of root causes and the implementation of adequate actions.

# Briefing – Technical Assistance

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## Additional QA Monitoring

QA works with Programs/Operations team to highlight monitoring areas needing continuous quality improvement:

- While an overall accuracy rate for a single engagement may exceed the 90% threshold, one or more of its attributes may fall below the threshold.
- Attributes that fall below the threshold prompt intervention in the form of TA.

# Staff Recommendations

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TWC requires Boards to have qualified Monitoring Staff to carry out the Board's oversight responsibilities:

- We thank the Board of Directors for their continued support of WSA's QA Department to promote the agency's compliance, internal controls, and continuous quality improvement efforts.

## MEMORANDUM

To: Executive Committee  
From: Adrian Lopez, Chief Executive Officer  
Presented by: Ricardo Ramirez, Director of Quality Assurance  
Date: October 20, 2023  
Subject: TWC Performance – Median Earnings at Q2

**SUMMARY:** This memorandum presents information to assist with the definition and role of TWC-contracted performance measures. WIOA §116 requires TWC to formally contract specific ‘siloes’ Title I Adult, Dislocated Worker (DW), and Youth measures to Boards. The following table reports these measures, including Median Earnings.

Adult	Dislocated Worker	Youth
Employed Q2	Employed Q2	Employed/Enrolled Q2
Median Earnings Q2	Median Earnings Q2	Median Earnings Q2
Employed Q4	Employed Q4	Employed/Enrolled Q4
Credential Rate	Credential Rate	Credential Rate
Measurable Skills Gain	Measurable Skills Gain	Measurable Skills Gain

### Methodology – Median Earnings (at Quarter 2 after Exit)

Earnings, or income from employment, arguably represent the most critical outcome of the labor market. TWC contracts Boards to promote worker income via employment gain, retention, and advancement. As with other performance measures, TWC uses unemployment insurance tax records as reported by employers to calculate earnings.

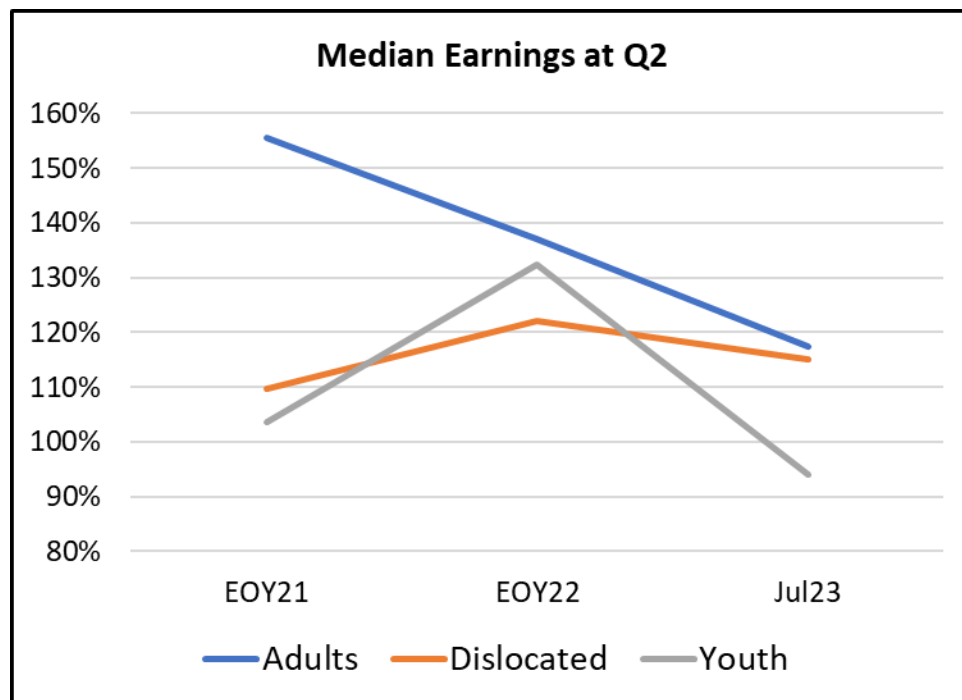
**Definition:** Median earnings of all participants employed in the 2<sup>nd</sup> quarter after exit.

- **Performance:** TWC uses the aggregate earnings of employed participants during the quarter, sorts these from low to high, and identifies the median.

TWC reports the year-end performance in the August TWC Monthly Performance Report (MPR).

## Current and Historical Outcomes

The following figures report the measures' current and historical outcomes from TWC's Monthly Performance Outcomes (MPR) data through May 2023. WSA has consistently met or exceeded TWC targets.



*Meeting = 90% to 110%; Exceeding = greater than 110%*

### STAFF RECOMMENDATIONS:

TWC requires Boards to meet or exceed TWC-contracted performance measures as contracted to service providers. Board staff recommends a continued focus on the measures.

**FINANCIAL IMPACT:** WSA subrecipient contracts include TWC-performance goals as part of their profit. TWC may sanction Boards that fail to meet performance. TWC Sanctions (or 'Intent' to Sanction) may limit the Board's eligibility for TWC Annual Awards (monetary or other), and different types of sanction may carry additional requirements.

**STRATEGIC OBJECTIVE:** To help meet the requirements of WIOA 116, which requires states to formally contract specific 'siloe'd' Title I Adult, Dislocated Worker (DW), and Youth Measures, including Measurable Skills Gain and Credential Rate.

**ATTACHMENTS:**

None

**TWC DEFINITIONS**

**BCY22 LWDA Contracted Performance Measure Definitions**

Measure Name:	<b>Median Earnings Quarter 2 Post Exit</b>
Contracted?	Three (3) Measures: Title I Adult, Title I Dislocated Worker, Title I Youth
Perf Period:	Exiters from 7/1/12 to 6/30/21
Data Source	TWC's PIRL Report
Definition:	The median earnings in the 2 <sup>nd</sup> calendar quarter after exit for participants employed in the 2 <sup>nd</sup> calendar quarter after exit
Methodology	Participants employed in the 2 <sup>nd</sup> quarter after exit have their aggregate earnings in that quarter sorted from low to high and then the median is identified. The median is the point in the middle where half the employed exiters earned more and half earned less.
Additional Notes	<p>Year-end performance will be reported in the August MPR.</p> <p>Although the measures can use earnings reported through supplemental records, DOL has not yet provided guidance on how this works and so for now, performance is only reported using True Wage Records.</p> <p>Because the measures are primarily based on quarterly UI Wage and Federal Employment Records which are updated after the end of each calendar quarter (in October, January, April, and July) and require time to fully mature. Wage information obtained from out-of-state sources is not available until several months later. Therefore, performance results for a given quarter of exiters is generally not reported in the MPR until roughly 6 months after the end of the 2<sup>nd</sup> quarter after exit.</p> <p>Title I Adult and Title I Dislocated Worker versions of these measures are statutorily required to be contracted to local Boards under WIOA §116. All Career &amp; Training Participants were selected to be contracted because the state is responsible for Wagner-Peyser performance as well and nearly all Career &amp; Training program participants are in Wagner-Peyser.</p>

# TWC-Contracted Performance Measures



- *Each year, TWC contracts require Boards to meet or exceed performance targets. Three of these measures include reporting median earnings.*

<b>Adult</b>	<b>Dislocated Worker</b>	<b>Youth</b>
Employed Q2	Employed Q2	Employed/Enrolled Q2
Median Earnings Q2	Median Earnings Q2	Median Earnings Q2
Employed Q4	Employed Q4	Employed/Enrolled Q4
Credential Rate	Credential Rate	Credential Rate
Measurable Skills Gain	Measurable Skills Gain	Measurable Skills Gain

- *These measures are tied to participant income from employment activities.*
- *WSA uses TWC's Monthly Performance Report (MPR) to determine outcomes.*
- *WSA attaches TWC's performance to partner contracts and ties these to their profits.*

# Methodology



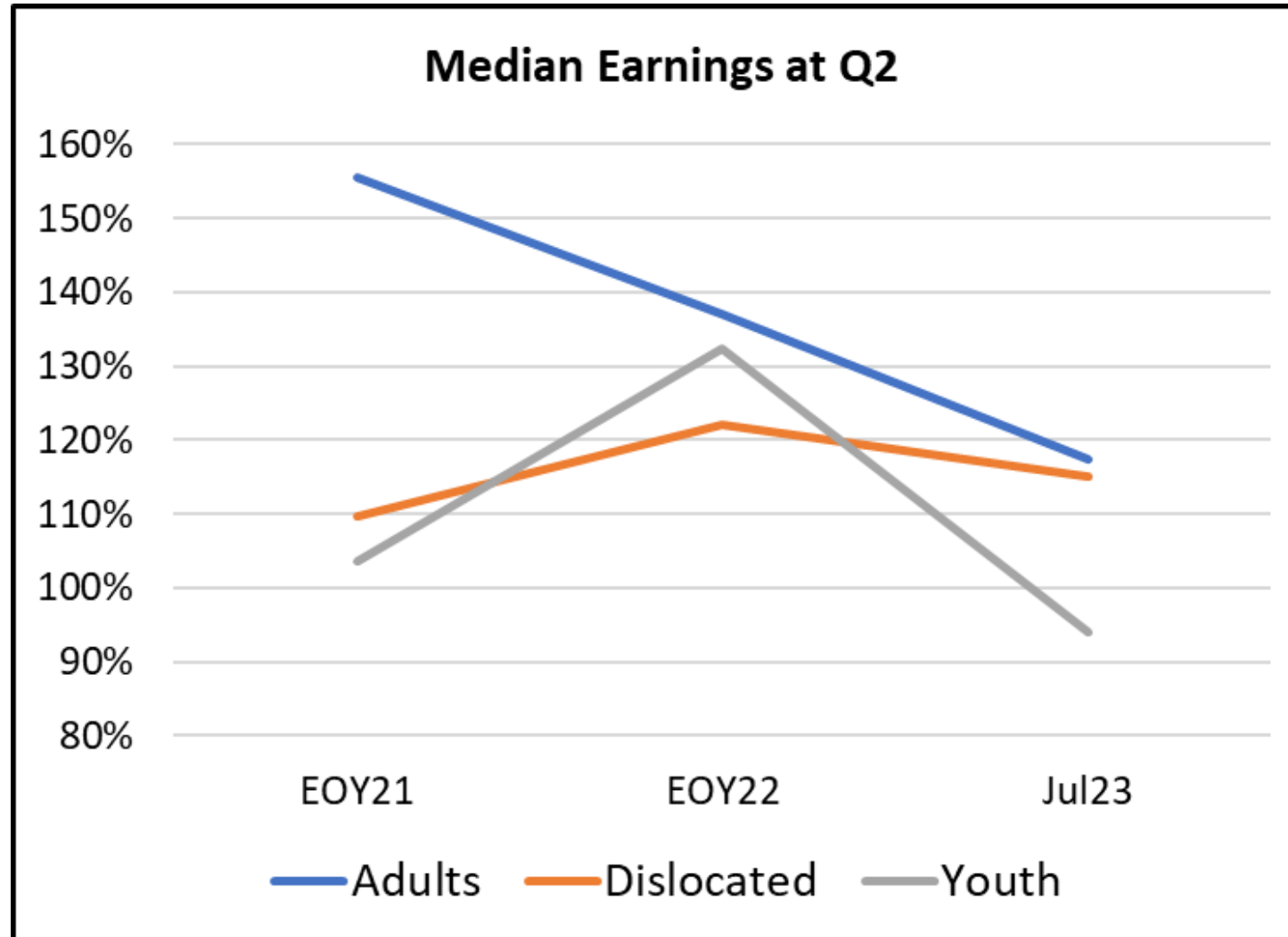
**Earnings, or income from employment**, arguably represent the most critical outcome of the labor market. TWC contracts Boards to promote worker income via employment gain, retention, and advancement. TWC uses unemployment insurance tax records as reported by employers to calculate earnings.

**Definition:** Median earnings of all participants employed at Q2 after exit:

- TWC uses the aggregate earnings of employed participants during the quarter, sorts these from low to high, and identifies the median.

TWC reports the year-end performance in the August Monthly Performance Report (MPR).

# Current & Historical Outcomes



The graph shows Median Earnings outcomes for 2021 and 2022 (year-end), and July 2023.

WSA has consistently met or exceeded the measures.

Meeting  $\geq 90\%$   
Exceeding  $> 110\%$

Source: TWC's MPR



# AUDIT & FINANCE COMMITTEE REPORT



## MEMORANDUM

To: Executive Committee  
From: Adrian Lopez, CEO  
Presented by: Gabriela Navarro Garcia, Controller  
Date: October 20, 2023  
Regarding: Financial Reports – August 31, 2023

**SUMMARY:** Financial reports through August 31, 2023, have been prepared for the fiscal year October 1, 2022, through September 30, 2023; the straight-line expenditure benchmark is 91.67% of the budget. The board regularly analyzes Corporate and Facility Budgets in addition to the Grant Summary Report to monitor budgets against actual expenditures.

### CORPORATE BUDGET:

Department	% Expensed	Comments
Personnel	79.96%	The board is currently working to fill all vacant positions. The FY23 budget included a 5% performance-based incentive, which has yet to be paid out. Staff development is expected to be underspent by approximately 50% or \$80,000.
Board Facility	91.10%	Board facility budget is within budget.
Equipment	85.08%	Equipment-related costs are currently within an acceptable variance. Equipment is about 6% (\$4,835) due to updates to the board room, but overall, this category is not expected to exceed the annual budget.
General Office Expense	69.47%	The primary budget surplus is the insurance contingency, which is not expected to be fully utilized. Non-Federal is over budget by approximately \$15,000 due to an employee matter payout.
Professional Services	66.56%	This variance is primarily a timing difference in legal, audit, and monitoring. These expenditures occur throughout the year as services are rendered.
Board Training & Development	86.31%	This is an acceptable variance within this budget category.
<b>Total Expense</b>	<b>77.01%</b>	

Corporate expenditures represent 77.01% of the annual budget, demonstrating a budget surplus of approximately 14.66% of the approved budget. The most significant budget surplus is pending staffing and professional services, which is primarily a function of timing.

**FACILITIES AND INFRASTRUCTURE BUDGET:**

Department	% Expensed	Comments
Overall	74.78%	The facility expenditures represent 74.78% of the approved budget, reflecting a 16.89% straight-line budget surplus. Significant items contributing to this variance are the Mobile Workforce Center Unit and Port of San Antonio, which will now carry over to FY24. The board will monitor expenses through the fiscal year-end.

**ACTIVE GRANTS ONLY (TWC):**

Grant	End date	Budget	% Expense	Comments
23TAF	10/31/2023	\$8,011,037	71.34%	Expenditures reflect a 21.00% straight-line budget surplus due to the low participation and reduced HHSC referrals. The board's FY23 allocation is \$2 million higher than average. The board and contractor staff are working on intensive strategies to increase expenditures, including partnerships with outside agencies to increase the client base.
23SNE	09/30/2023	\$1,499,502	84.11%	Received additional dollars and is projected to be fully spent.
23CCF	12/31/2023	\$87,130,697	87.86%	This is an acceptable variance.
23TRA	12/31/2023	\$50,400	32.17%	We are expecting to be at 90% spent at the end of December. Outcomes of outreach efforts are being tracked.
23CCQ	10/31/2023	\$5,820,249	44.74%	The board expects higher expenditures within the next two months by issuing program supplies, incentives, and bonuses to childcare providers. This grant will help childcare providers obtain Texas Rising Star certification. We expected to return only the \$963,861.72 (Mentor and Assessor) funding due to vacancies and the transition of Assessor to Mentor positions. TWC will assume all the Assessor duties in FY24.
22CSL	12/31/2023	\$746,230	21.16%	This grant was extended from 3/31/23 to 12/31/23. We have three providers

				enrolled, providing 50 <i>additional</i> slots to children under three. We currently have 30 children in care. This was a program that providers had to apply for.
22VR1	9/30/2023	\$900,000	59.19%	The program has concluded with: <ul style="list-style-type: none"> <li>• 53 participating job sites</li> <li>• 184 completed work readiness training</li> <li>• 4 students were offered permanent positions</li> </ul>
23WPA	12/31/2023	\$701,715	66.89%	A funding increase of \$297,070 will be used for the Resource Room upgrades.
23REA	03/31/2024	\$935,280	80.07%	Received a six-month contract extension with an increase of \$85,000.
23WOS	12/31/2023	\$221,896	48%	Projected to spend 91% of Military Family Support by the end of the contract period.
23WS2	11/30/2023	\$116,439	.04%	Projections through 11.30.23 are 50% of the contract awarded budget. Experiencing challenges due to the following: <ul style="list-style-type: none"> <li>• Some customers have been employed and received a couple of paychecks but still have barriers.</li> <li>• FNA is not in the negative</li> <li>• Pending eligibility documentation</li> </ul>
23EXT	02/28/2024	\$306,726	59.19%	We will continue spending and expect to finalize payments through December 2023.
23HJT	04/30/2024	\$150,000	0%	This program is new, and we expect to see increased expenditures in FY24.

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

Grant	End date	Budget	% Expense	Comments
SAF22 Workforce Academy	11/30/2023	\$100,000	35.27%	New program. The board expects to spend 100% of the award.
CAP22 Capacity Building	11/30/2023	\$37,500	2.13%	New program. 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	67.59%	This variance is primarily a timing difference. Expenditures will continue to be realized in the following months as enrollment and activities increase.

**ATTACHMENTS:**

Financial Statement – August 31, 2023

**Workforce Solutions Alamo**  
**Corporate Expenditure Report**  
**Board Fiscal Year October 01, 2022-September 30, 2023**  
**Report Period: 10/01/22 - 8/31/2023**

91.67%

	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	\$ 3,263,187	81.96%	\$ 718,264
Fringe Benefits	1,316,021	-	(200,000)	1,116,021	861,829	77.22%	254,192
Staff Travel	62,000	-	-	62,000	56,592	91.28%	5,408
Staff Training & Development	162,000	-	-	162,000	73,478	45.36%	88,522
<i>PERSONNEL SUBTOTAL:</i>	<b>\$ 5,871,472</b>	<b>\$ -</b>	<b>\$ (550,000)</b>	<b>\$ 5,321,472</b>	<b>\$ 4,255,087</b>	<b>79.96%</b>	<b>\$ 1,066,385</b>
<b>BOARD FACILITY</b>							
Rent	\$ 417,817	5,000	25,000	\$ 447,817	\$ 407,976	91.10%	\$ 39,841
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>\$ 407,976</b>	<b>91.10%</b>	<b>\$ 39,841</b>
<b>EQUIPMENT/RELATED COSTS</b>							
Equipment Purchases	\$ 50,000	-	27,500	\$ 77,500	\$ 82,335	106.24%	\$ (4,835)
Equipment Rental	15,000	-	-	15,000	13,962	93.08%	1,038
Repair & Maintenance	-			-	-	0.00%	-
Software Licenses	61,819	-	35,000	96,819	85,989	88.81%	10,830
Software Maintenance & Support	100,000	-	(35,000)	65,000	34,088	52.44%	30,912
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	<b>\$ 226,819</b>	<b>\$ -</b>	<b>\$ 27,500</b>	<b>\$ 254,319</b>	<b>\$ 216,374</b>	<b>85.08%</b>	<b>\$ 37,945</b>
<b>GENERAL OFFICE EXPENSES</b>							
Communications	\$ 50,000			\$ 50,000	\$ 41,887	83.77%	\$ 8,113
Advertising	35,000		(25,000)	10,000	1,062	10.62%	8,938
Insurances	300,000	-	-	300,000	181,080	60.36%	118,920
Office Supplies	50,000	-	(20,000)	30,000	12,647	42.16%	17,353
Postage/Shipping/Other	7,500			7,500	2,682	35.75%	4,818
Printing, Binding & Reproduction	20,000			20,000	12,766	63.83%	7,234
Publications & Subscriptions	7,500			7,500	4,700	62.67%	2,800
Dues	25,000			25,000	11,759	47.04%	13,241
Storage	15,000	5,000	-	20,000	13,977	69.89%	6,023
Marketing (External)	120,000	-	-	120,000	113,061	94.22%	6,939
Miscellaneous Costs	25,000	-	-	25,000	1,430	5.72%	23,570
Non Federal	50,000	-	-	50,000	64,916	129.83%	(14,916)
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	<b>\$ 705,000</b>	<b>\$ 5,000</b>	<b>\$ (45,000)</b>	<b>\$ 665,000</b>	<b>\$ 461,968</b>	<b>69.47%</b>	<b>\$ 203,032</b>
<b>PROFESSIONAL SERVICES</b>							
Legal Services-Corporate	\$ 100,000	-	-	\$ 100,000	\$ 82,688	82.69%	\$ 17,312
Legal Services-Other	75,000	50,000	-	125,000	40,578	32.46%	84,422
Audit	75,000	-	-	75,000	67,343	89.79%	7,658
Monitoring (Contractor)	500,000	-	-	500,000	275,607	55.12%	224,394
Professional Services	600,000	425,000	-	1,025,000	740,410	72.24%	284,590
Payroll Fees	35,000	-	-	35,000	31,440	89.83%	3,560
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	<b>\$ 1,385,000</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ 1,860,000</b>	<b>\$ 1,238,065</b>	<b>66.56%</b>	<b>\$ 621,935</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	8,483	121.18%	(1,483)
<i>BOARD EXPENSES SUBTOTAL:</i>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 38,842</b>	<b>86.31%</b>	<b>\$ 6,158</b>
<b>TOTAL EXPENSES</b>	<b>\$ 8,651,108</b>	<b>\$ 485,000</b>	<b>\$ (542,500)</b>	<b>\$ 8,593,608</b>	<b>\$ 6,618,310</b>	<b>77.01%</b>	<b>\$ 1,975,298</b>
<b>SUMMARY:</b>							
Personnel	\$ 5,871,472	-	(550,000)	\$ 5,321,472	\$ 4,255,087	79.96%	\$ 1,066,385
Board Facility	417,817	5,000	25,000	447,817	407,976	91.10%	39,841
Equipment/Related Costs	226,819	-	27,500	254,319	216,374	85.08%	37,945
General Office Expenses	705,000	5,000	(45,000)	665,000	461,968	69.47%	203,032
Professional Services	1,385,000	475,000	-	1,860,000	1,238,065	66.56%	621,935
Board Expenses	45,000	-	-	45,000	38,842	86.31%	6,158
<b>TOTAL CORPORATE EXPENSES</b>	<b>\$ 8,651,108</b>	<b>\$ 485,000</b>	<b>\$ (542,500)</b>	<b>\$ 8,593,608</b>	<b>\$ 6,618,310</b>	<b>77.01%</b>	<b>\$ 1,975,298</b>

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

Report Period: 10/01/22-8/31/2023

**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	\$ 4,561,606.83	78.09%	91.67%	\$ 1,279,625
Port SA	500,000.00	250,000.00	-	750,000.00	449,571.08	59.94%	91.67%	300.429
Mobile RV Unit	510,000.00		(400,000.00)	110,000.00	-	0.00%	91.67%	110,000
	<b>\$ 6,826,232</b>	<b>\$ 250,000.00</b>	<b>\$ (375,000.00)</b>	<b>\$ 6,701,232.00</b>	<b>\$ 5,011,177.91</b>	<b>74.78%</b>	<b>91.67%</b>	<b>\$ 1,690,054.09</b>

<u>Facilities:</u>	<u>End of Lease</u>
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 8/31/23	YTD Exp 8/31/23	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	\$ 545,182.79	\$ 946,806.02	\$ 516.98
WIOA ADULT SERVICES	22WA2 2022WOA001	\$ 3,456,318.00	0	\$ 3,456,318.00	\$ 3,456,318.00	\$ 3,448,870.39	\$ 3,448,870.39	\$ 7,447.61
WIOA ADULT SERVICES	23WA1 2023WOA001	\$ 1,311,874.00	0	\$ -	\$ 1,311,874.00	\$ 456,881.48	\$ 456,881.48	\$ 854,992.52
<b>WIOA ADULT Total</b>		<b>\$ 9,842,259.00</b>	<b>\$ 4,488,913.07</b>	<b>\$ 4,041,471.93</b>	<b>\$ 5,353,345.93</b>	<b>\$ 4,490,548.86</b>	<b>\$ 8,979,461.93</b>	<b>\$ 862,797.07</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	\$ 383,273.15	\$ 536,441.95	\$ 648,009.05
WIOA DISLOCATED WORKER	22WD2 2022WOD001	\$ 3,996,897.00	0	\$ 3,996,897.00	\$ 3,996,897.00	\$ 3,534,203.29	\$ 3,534,203.29	\$ 462,693.71
WIOA DISLOCATED WORKER	23WD1 2023WOD001	\$ 1,175,801.00	0	\$ -	\$ 1,175,801.00	\$ -	\$ -	\$ 1,175,801.00
<b>WIOA DISLOCATED Total</b>		<b>\$ 10,856,550.00</b>	<b>\$ 4,328,063.26</b>	<b>\$ 5,352,685.74</b>	<b>\$ 6,528,486.74</b>	<b>\$ 4,242,109.65</b>	<b>\$ 8,570,172.91</b>	<b>\$ 2,286,377.09</b>
WIOA YOUTH SERVICES	21WOY 2021WOY001	\$ 4,430,155.00	\$ 4,011,756.56	\$ 418,398.44	\$ 418,398.44	\$ 418,581.67	\$ 4,430,338.23	\$ (183.23)
WIOA YOUTH SERVICES	22WOY 2022WOY001	\$ 4,732,035.00	\$ 531,164.73	\$ 4,200,870.27	\$ 4,200,870.27	\$ 3,441,326.65	\$ 3,972,491.38	\$ 759,543.62
WIOA YOUTH SERVICES	23WOY 2023WOY001	\$ 6,017,372.00	0	\$ -	\$ 6,017,372.00	\$ -	\$ -	\$ 6,017,372.00
<b>WIOA YOUTH Total</b>		<b>\$ 15,179,562.00</b>	<b>\$ 4,542,921.29</b>	<b>\$ 4,619,268.71</b>	<b>\$ 10,636,640.71</b>	<b>\$ 3,859,908.32</b>	<b>\$ 8,402,829.61</b>	<b>\$ 6,776,732.39</b>
WIOA RAPID RESPONSE	22WOR 2022WOR001	\$ 64,742.00	\$ 25,571.22	\$ 39,170.78	\$ 39,170.78	\$ 39,170.78	\$ 64,742.00	\$ -
WIOA RAPID RESPONSE	23WOR 2023WOR001	\$ 59,607.00	0	\$ -	\$ 59,607.00	\$ 21,131.62	\$ 21,131.62	\$ 38,475.38
<b>WIOA RAPID RESPONSE Total</b>		<b>\$ 124,349.00</b>	<b>\$ 25,571.22</b>	<b>\$ 39,170.78</b>	<b>\$ 98,777.78</b>	<b>\$ 60,302.40</b>	<b>\$ 85,873.62</b>	<b>\$ 38,475.38</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	\$ 351,620.17	\$ 5,895,202.96	\$ 1,588,388.04
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	23TAF 2023TAF001	\$ 8,011,037.00	0	\$ 8,011,037.00	\$ 8,011,037.00	\$ 5,716,248.52	\$ 5,716,248.52	\$ 2,294,788.48
<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>\$ 6,067,868.69</b>	<b>\$ 11,611,451.48</b>	<b>\$ 3,883,176.52</b>
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	23SNE 2023SNE001	\$ 1,499,502.00	0	\$ 1,499,502.00	\$ 1,499,502.00	\$ 1,261,183.66	\$ 1,261,183.66	\$ 238,318.34
<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>\$ 1,261,183.66</b>	<b>\$ 1,261,183.66</b>	<b>\$ 238,318.34</b>
NON CUSTODIAL PARENT	23NCP 2023NCP001	\$ 437,578.00	\$ 7,504.63	\$ 430,073.37	\$ 430,073.37	\$ 430,054.20	\$ 437,558.83	\$ 19.17
<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>\$ 430,054.20</b>	<b>\$ 437,558.83</b>	<b>\$ 19.17</b>
CC SRVCS FORMULA ALLOCATION-CCF	22CCF 2022CCF001	\$ 98,063,720.00	\$ 85,538,265.49	\$ 12,525,454.51	\$ 12,525,454.51	\$ 5,777,050.20	\$ 91,315,315.69	\$ 6,748,404.31
CC SRVCS FORMULA ALLOCATION-CCF	23CCF 2023CCF001	\$ 87,130,697.00	\$ -	\$ 87,130,697.00	\$ 87,130,697.00	\$ 76,555,351.18	\$ 76,555,351.18	\$ 10,575,345.82
<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>\$ 82,332,401.38</b>	<b>\$ 167,870,666.87</b>	<b>\$ 17,323,750.13</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	\$ 5,690,189.57	\$ 6,133,704.15	\$ 1,981,295.85
<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>\$ 5,689,657.09</b>	<b>\$ 11,640,253.78</b>	<b>\$ 3,427,746.22</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	\$ 16,213.19	\$ 16,213.19	\$ 34,186.81
<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>\$ 21,372.83</b>	<b>\$ 52,901.81</b>	<b>\$ 531,314.19</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	\$ 469,390.98	\$ 469,390.98	\$ 232,324.02
<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>\$ 623,459.63</b>	<b>\$ 1,289,373.35</b>	<b>\$ 360,954.65</b>
RESOURCE ADMIN GRANT	23RAG 2023RAG001	\$ 11,857.00	0	\$ 11,857.00	\$ 11,857.00	\$ 10,334.91	\$ 10,334.91	\$ 1,522.09
<b>RESOURCE ADMIN GRANT Total</b>		<b>\$ 11,857.00</b>	<b>\$ -</b>	<b>\$ 11,857.00</b>	<b>\$ 11,857.00</b>	<b>\$ 10,334.91</b>	<b>\$ 10,334.91</b>	<b>\$ 1,522.09</b>
TEXAS VETERANS COMMISSION	23TVC 2023TVC001	\$ 284,084.00	0	\$ 284,084.00	\$ 284,084.00	\$ 274,664.40	\$ 274,664.40	\$ 9,419.60
<b>VETERANS EMPLOYMENT SERVICE Total</b>		<b>\$ 284,084.00</b>	<b>\$ -</b>	<b>\$ 284,084.00</b>	<b>\$ 284,084.00</b>	<b>\$ 274,664.40</b>	<b>\$ 274,664.40</b>	<b>\$ 9,419.60</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 8/31/23	YTD Exp 8/31/23	Balance
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	\$ 2,604,040.43	\$ 2,604,040.43	\$ 3,216,208.57
<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>\$ 4,833,845.94</b>	<b>\$ 7,843,726.16</b>	<b>\$ 3,360,674.84</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	\$ 157,902.07	\$ 157,902.07	\$ 588,327.93
<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>\$ 157,902.07</b>	<b>\$ 157,902.07</b>	<b>\$ 588,327.93</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	\$ 70,892.46	\$ 70,892.46	\$ 23,357.54
<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>\$ 70,075.30</b>	<b>\$ 283,472.21</b>	<b>\$ 165,622.79</b>
REEMPLOYMENT SERVICES - REA	23REA 2023REA001	\$ 850,280.00	0	\$ 850,280.00	\$ 850,280.00	\$ 748,866.66	\$ 748,866.66	\$ 101,413.34
<b>REEMPLOYMENT Total</b>		<b>\$ 850,280.00</b>	<b>\$ -</b>	<b>\$ 850,280.00</b>	<b>\$ 850,280.00</b>	<b>\$ 748,866.66</b>	<b>\$ 748,866.66</b>	<b>\$ 101,413.34</b>
MILITARY FAMILY SUPPORT PROGRAM	22WOS 2022WOS001	\$ 221,896.00	\$ 101,620.77	\$ 120,275.23	\$ 120,275.23	\$ 45,267.43	\$ 146,888.20	\$ 75,007.80
MILITARY FAMILY SUPPORT PROGRAM	23WOS 2023WOS001	\$ 221,896.00	0	\$ -	\$ 221,896.00	\$ 106,508.58	\$ 106,508.58	\$ 115,387.42
<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>\$ 151,776.01</b>	<b>\$ 253,396.78</b>	<b>\$ 190,395.22</b>
STUDENT HIREABILITY NAVIGATOR	18HN4 3018VRS130	\$ 210,000.00	\$ 15,358.63	\$ 194,641.37	\$ 194,641.37	\$ 161,586.01	\$ 176,944.64	\$ 33,055.36
<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>\$ 161,586.01</b>	<b>\$ 176,944.64</b>	<b>\$ 33,055.36</b>
VOCATIONAL REHABILITATION-VR INFRA SPRT	23COL 2023COL001	\$ 497,371.44	\$ 37,688.14	\$ 459,683.30	\$ 459,683.30	\$ 463,591.79	\$ 501,279.93	\$ (3,908.49)
<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>\$ 463,591.79</b>	<b>\$ 501,279.93</b>	<b>\$ (3,908.49)</b>
TRAINING & EMPLOYMENT NAVIGATOR PILOT	22WPB 2022WPB002	\$ 192,946.00	\$ 59,530.74	\$ 133,415.26	\$ 133,415.26	\$ 75,872.82	\$ 135,403.56	\$ 57,542.44
<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>\$ 75,872.82</b>	<b>\$ 135,403.56</b>	<b>\$ 57,542.44</b>
MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT	23WS2 2023WOS002	\$ 116,439.00	0	\$ -	\$ 116,439.00	\$ 50.00	\$ 50.00	\$ 116,389.00
<b>MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT Total</b>		<b>\$ 116,439.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,439.00</b>	<b>\$ 50.00</b>	<b>\$ 50.00</b>	<b>\$ 116,389.00</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	\$ 160,856.42	\$ 160,856.42	\$ 39,143.58
TEACHER EXTERNSHIP	23EX2 2023EXT002	\$ 106,726.00	\$ -	\$ -	\$ 106,726.00	\$ 20,692.52	\$ 20,692.52	\$ 86,033.48
<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>\$ 187,427.63</b>	<b>\$ 376,061.85</b>	<b>\$ 130,664.15</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	\$ 532,670.84	\$ 532,670.84	\$ 367,329.16
<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>\$ 535,952.42</b>	<b>\$ 1,097,077.36</b>	<b>\$ 702,922.64</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	\$ 31,804.13	\$ 35,266.63	\$ 64,733.37
SAN ANTONIO AREA FOUNDATION-CAPACITY BUILDING	CAP22	\$ 37,500.00	\$ -	\$ 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>\$ 32,603.13</b>	<b>\$ 36,065.63</b>	<b>\$ 101,434.37</b>
ASPEN INSTITUTE	ASP23	\$ 50,000.00	0	\$ 50,000.00	\$ 50,000.00	\$ 45,196.56	\$ 45,196.56	\$ 4,803.44
<b>ASPEN INSTITUTE TOTAL</b>		<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 45,196.56</b>	<b>\$ 45,196.56</b>	<b>\$ 4,803.44</b>
HIGH DEMAND JOB TRAINING	23HJT 2023HJT001	\$ 150,000.00	0	\$ -	\$ 150,000.00	0	\$ -	\$ 150,000.00
<b>HIGH DEMAND JOB TRAINING TOTAL</b>		<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>
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	\$ 1,876,730.82	\$ 6,393,485.68	\$ 58,580.32
WINTER STORMS NDWG	21NDW 2021NDW001	\$ 300,952.00	\$ 238,159.74	\$ 62,792.26	\$ 62,792.26	\$ 58,815.80	\$ 296,975.54	\$ 3,976.46
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>\$ 1,936,946.62</b>	<b>\$ 6,734,846.78</b>	<b>\$ 69,393.22</b>
READY TO WORK-COSA	22RTW	\$ 10,041,073.00	\$ 235,725.02	\$ 9,805,347.98	\$ 9,805,347.98	\$ 6,551,276.53	\$ 6,787,001.55	\$ 3,254,071.45
<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>\$ 6,551,276.53</b>	<b>\$ 6,787,001.55</b>	<b>\$ 3,254,071.45</b>
<b>GRAND TOTAL</b>		<b>\$ 325,368,484.44</b>	<b>\$ 135,079,828.70</b>	<b>\$ 181,128,940.74</b>	<b>\$ 190,288,655.74</b>	<b>\$ 136,286,545.76</b>	<b>\$ 271,366,374.46</b>	<b>\$ 54,002,109.98</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 8/31/2023	Balance	Grant Expended 8/31/23	Months Remaining
WIOA ADULT SERVICES	22WA1	6/30/2024	2022WOA001	\$ 947,323.00	\$ 946,806.02	\$ 516.98	99.95%	10
WIOA ADULT SERVICES	22WA2	6/30/2024	2022WOA001	\$ 3,456,318.00	\$ 3,448,870.39	\$ 7,447.61	99.78%	10
WIOA ADULT SERVICES	23WA1	6/30/2025	2023WOA001	\$ 1,311,874.00	\$ 456,881.48	\$ 854,992.52	34.83%	22
<b>WIOA ADULT Total</b>				<b>\$ 4,403,641.00</b>	<b>\$ 4,395,676.41</b>	<b>\$ 7,964.59</b>		
WIOA DISLOCATED WORKER	22WD1	6/30/2024	2022WOD001	\$ 1,184,451.00	\$ 536,441.95	\$ 648,009.05	45.29%	10
WIOA DISLOCATED WORKER	22WD2	6/30/2024	2022WOD001	\$ 3,996,897.00	\$ 3,534,203.29	\$ 462,693.71	88.42%	10
WIOA DISLOCATED WORKER	23WD1	6/30/2025	2023WOD001	\$ 1,175,801.00	\$ -	\$ 1,175,801.00	0.00%	22
<b>WIOA DISLOCATED Total</b>				<b>\$ 5,181,348.00</b>	<b>\$ 4,070,645.24</b>	<b>\$ 1,110,702.76</b>		
WIOA YOUTH SERVICES	22WOY	6/30/2024	2022WOY001	\$ 4,732,035.00	\$ 3,972,491.38	\$ 759,543.62	83.95%	10
WIOA YOUTH SERVICES	23WOY	6/30/2025	2023WOY001	\$ 6,017,372.00	\$ -	\$ 6,017,372.00	0.00%	22
<b>WIOA YOUTH Total</b>				<b>\$ 4,732,035.00</b>	<b>\$ 3,972,491.38</b>	<b>\$ 759,543.62</b>		
WIOA RAPID RESPONSE	23WOR	6/30/2024	2023WOR001	\$ 59,607.00	\$ 21,131.62	\$ 38,475.38	35.45%	10
<b>WIOA RAPID RESPONSE Total</b>				<b>\$ 59,607.00</b>	<b>\$ 21,131.62</b>	<b>\$ 38,475.38</b>		
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	23TAF	10/31/2023	2023TAF001	\$ 8,011,037.00	\$ 5,716,248.52	\$ 2,294,788.48	71.35%	2
<b>TANF Total</b>				<b>\$ 8,011,037.00</b>	<b>\$ 5,716,248.52</b>	<b>\$ 2,294,788.48</b>		
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	23SNE	9/30/2023	2023SNE001	\$ 1,499,502.00	\$ 1,261,183.66	\$ 238,318.34	84.11%	1
<b>SNAP E&amp;T Total</b>				<b>\$ 1,499,502.00</b>	<b>\$ 1,261,183.66</b>	<b>\$ 238,318.34</b>		
NON CUSTODIAL PARENT	23NCP	9/30/2023	2023NCP001	\$ 437,578.00	\$ 437,558.83	\$ 19.17	100.00%	1
<b>NON CUSTODIAL PARENT Total</b>				<b>\$ 437,578.00</b>	<b>\$ 437,558.83</b>	<b>\$ 19.17</b>		
CC SRVCS FORMULA ALLOCATION-CCF	23CCF	12/31/2023	2023CCF001	\$ 87,130,697.00	\$ 76,555,351.18	\$ 10,575,345.82	87.86%	4
<b>CHILD CARE CCF Total</b>				<b>\$ 87,130,697.00</b>	<b>\$ 76,555,351.18</b>	<b>\$ 10,575,345.82</b>		
CC DVLPMNT FUND LOCAL MATCH - CCM	23CCM	12/31/2023	2023CCM001	\$ 7,539,884.00	\$ -	\$ 7,539,884.00	0.00%	4
<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	\$ 6,133,704.15	\$ 1,981,295.85	75.58%	4
<b>CHILD CARE CCP Total</b>				<b>\$ 8,115,000.00</b>	<b>\$ 6,133,704.15</b>	<b>\$ 1,981,295.85</b>		
TRADE ACT SERVICES	23TRA	12/31/2023	2023TRA001	\$ 50,400.00	\$ 16,213.19	\$ 34,186.81	32.17%	4
<b>TRADE ACT SERVICES Total</b>				<b>\$ 50,400.00</b>	<b>\$ 16,213.19</b>	<b>\$ 34,186.81</b>		
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	23WPA	12/31/2023	2023WPA001	\$ 701,715.00	\$ 469,390.98	\$ 232,324.02	66.89%	4
<b>EMPLOYMENT SERVICES Total</b>				<b>\$ 701,715.00</b>	<b>\$ 469,390.98</b>	<b>\$ 232,324.02</b>		
RESOURCE ADMIN GRANT	23RAG	9/30/2023	2023RAG001	\$ 11,857.00	\$ 10,334.91	\$ 1,522.09	87.16%	1
<b>RESOURCE ADMIN GRANT Total</b>				<b>\$ 11,857.00</b>	<b>\$ 10,334.91</b>	<b>\$ 1,522.09</b>		
TEXAS VETERANS COMMISSION	23TVC	9/30/2023	2023TVC001	\$ 284,084.00	\$ 274,664.40	\$ 9,419.60	96.68%	1
<b>TEXAS VETERANS COMMISSION Total</b>				<b>\$ 284,084.00</b>	<b>\$ 274,664.40</b>	<b>\$ 9,419.60</b>		
CC QUALITY - CCQ	23CCQ	10/31/2023	2023CCQ001	\$ 5,820,249.00	\$ 2,604,040.43	\$ 3,216,208.57	44.74%	2
<b>CCQ QUALITY Total</b>				<b>\$ 5,820,249.00</b>	<b>\$ 2,604,040.43</b>	<b>\$ 3,216,208.57</b>		
CHILD CARE - TRS CONTRACTED SLOTS	22CSL	12/31/2023	2022CSL001	\$ 746,230.00	\$ 157,902.07	\$ 588,327.93	21.16%	4
<b>CHILD CARE - TRS CONTRACTED SLOTS Total</b>				<b>\$ 746,230.00</b>	<b>\$ 157,902.07</b>	<b>\$ 588,327.93</b>		
WORKFORCE COMMISSION INITIATIVES	23WCI	9/30/2023	2023WCI001	\$ 94,250.00	\$ 70,892.46	\$ 23,357.54	75.22%	1
<b>WORKFORCE COMMISSION INITIATIVES Total</b>				<b>\$ 94,250.00</b>	<b>\$ 70,892.46</b>	<b>\$ 23,357.54</b>		
REEMPLOYMENT SERVICES - REA	23REA	3/31/2024	2023REA001	\$ 850,280.00	\$ 748,866.66	\$ 101,413.34	88.07%	7

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

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 8/31/2023	Balance	Grant Expended 8/31/23	Months Remaining
<b>REEMPLOYMENT Total</b>				<b>\$ 850,280.00</b>	<b>\$ 748,866.66</b>	<b>\$ 101,413.34</b>		
MILITARY FAMILY SUPPORT PROGRAM	23WOS	12/31/2023	2023WOS1	\$ 221,896.00	\$ 106,508.58	\$ 115,387.42	48.00%	4
<b>MILITARY FAMILY SUPPORT Total</b>				<b>\$ 221,896.00</b>	<b>\$ 106,508.58</b>	<b>\$ 115,387.42</b>		
STUDENT HIREABILITY NAVIGATOR	18HN4	8/31/2023	3018VRS130	\$ 210,000.00	\$ 176,944.64	\$ 33,055.36	84.26%	
<b>STUDENT HIREABILITY NAVIGATOR Total</b>				<b>\$ 210,000.00</b>	<b>\$ 176,944.64</b>	<b>\$ 33,055.36</b>		
VOCATIONAL REHABILITATION-VR INFRA SPRT	23COL	8/31/2023	2023COL001	\$ 497,371.44	\$ 501,279.93	\$ (3,908.49)	100.79%	
<b>VR-INFRA SUPPORT Total</b>				<b>\$ 497,371.44</b>	<b>\$ 501,279.93</b>	<b>\$ (3,908.49)</b>		
TRAINING & EMPLOYMENT NAVIGATOR	22WPB	1/31/2024	2022WPB002	\$ 192,946.00	\$ 135,403.56	\$ 57,542.44	70.18%	5
<b>TRAINING &amp; EMPLOYMENT NAVIGATOR Total</b>				<b>\$ 192,946.00</b>	<b>\$ 135,403.56</b>	<b>\$ 57,542.44</b>		
MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJ	23WS2	11/30/2023	2023WOS002	\$ 116,439.00	\$ 50.00	\$ 116,389.00	0.04%	3
<b>MIDDLE SKILLS EMPLOYMENT SUPPLIES PILOT PROJECT</b>				<b>\$ 116,439.00</b>	<b>\$ 50.00</b>	<b>\$ 116,389.00</b>		
TEACHER EXTERNSHIP	23EXT	2/28/2024	2023EXT001	\$ 200,000.00	\$ 160,856.42	\$ 39,143.58	80.43%	6
TEACHER EXTERNSHIP	23EX2	2/29/2024	2023EXT002	\$ 106,726.00	\$ 20,692.52	\$ 86,033.48	19.39%	6
<b>TEACHER EXTERNSHIP Total</b>				<b>\$ 306,726.00</b>	<b>\$ 181,548.94</b>	<b>\$ 125,177.06</b>		
SUMMER EARN & LEARN (SEAL)	22VR1	9/30/2023	3021VRS073	\$ 900,000.00	\$ 532,670.84	\$ 367,329.16	59.19%	1
<b>SEAL Total</b>				<b>\$ 900,000.00</b>	<b>\$ 532,670.84</b>	<b>\$ 367,329.16</b>		
SAN ANTONIO AREA FOUNDATION-WORKFORCE AC/ SAF22		11/30/2023		\$ 100,000.00	\$ 35,266.63	\$ 64,733.37	35.27%	3
SAN ANTONIO AREA FOUNDATION-CAPACITY BUILDII	CAP22	11/30/2023		\$ 37,500.00	\$ 799.00	\$ 36,701.00	2.13%	3
<b>SAN ANTONIO AREA FOUNDATION Total</b>				<b>\$ 137,500.00</b>	<b>\$ 36,065.63</b>	<b>\$ 101,434.37</b>		
ASPEN INSTITUTE	ASP23	12/31/2023		\$ 50,000.00	\$ 45,196.56	\$ 4,803.44	90.39%	4
<b>ASPEN INSTITUTE TOTAL</b>				<b>\$ 50,000.00</b>	<b>\$ 45,196.56</b>	<b>\$ 4,803.44</b>		
HIGH DEMAND JOB TRAINING	23HJT	4/30/2024		\$ 150,000.00	0	\$ 150,000.00	0.00%	8
<b>HIGH DEMAND JOB TRAINING TOTAL</b>				<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>		
TOYOTETSU PILOT PROGRAM TOTAL	TOY23	9/30/2023		\$ 100,000.00	\$ 1,562.38	\$ 98,437.62	1.56%	1
<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	\$ 6,787,001.55	\$ 3,254,071.45	67.59%	19
<b>READY TO WORK-COSA TOTAL</b>				<b>\$ 10,041,073.00</b>	<b>\$ 6,787,001.55</b>	<b>\$ 3,254,071.45</b>		
<b>GRAND TOTAL</b>				<b>\$ 148,593,345.44</b>	<b>\$ 115,420,528.70</b>	<b>\$ 33,172,816.74</b>		

# Financial Reports and Analysis

October 20, 2023



# Budget to Actual Expenditures

August 2023 BUDGET TO ACTUAL VARIANCE ANALYSIS					
Budget Category	FY23 Amended Budget	FY23 Actuals (August 2023 )	% Expensed	Straight-Line Target (91.67%)	YTD Variance %
Corporate -Personnel	\$ 5,321,472.00	\$ 4,255,087.00	79.96%	\$ 4,878,193.38	11.71%
Corporate -Facilities	\$ 447,817.00	\$ 407,976.00	91.10%	\$ 410,513.84	0.57%
Corporate -Equipment Related	\$ 254,319.00	\$ 216,374.00	85.08%	\$ 233,134.23	6.59%
Corporate -General Office	\$ 665,000.00	\$ 461,968.00	69.47%	\$ 609,605.50	22.20%
Corporate - Professional Services	\$ 1,860,000.00	\$ 1,238,065.00	66.56%	\$ 1,705,062.00	25.11%
Corporate - Board of Directors	\$ 45,000.00	\$ 38,842.00	86.32%	\$ 41,251.50	5.35%
<b>Corporate Total</b>	<b>\$ 8,593,608.00</b>	<b>\$ 6,618,312.00</b>	<b>77.01%</b>	<b>\$ 7,877,760.45</b>	<b>14.66%</b>
Facilities	6,701,232.00	5,011,177.91	74.78%	\$ 6,143,019.37	16.89%
Reserve	10,245,869.02	-	0.00%	\$ 9,392,388.13	91.67%
Projects	424,380.30	352,892.24	83.15%	\$ 389,029.42	8.52%
Service Delivery - TWC Adult	19,326,657.75	14,661,923.09	75.86%	\$ 17,716,747.16	15.81%
Service Delivery - TWC Child Care	112,672,053.31	98,274,558.99	87.22%	\$ 103,286,471.27	4.45%
Service Delivery - Youth	3,390,279.58	2,392,855.58	70.58%	\$ 3,107,869.29	21.09%
Service Delivery Ready to Work	12,830,334.42	6,136,933.74	47.83%	\$ 11,761,567.56	43.84%
<b>Total Budget</b>	<b>\$ 174,184,414.38</b>	<b>\$ 133,448,653.55</b>	<b>76.61%</b>	<b>\$ 159,674,852.66</b>	<b>15.06%</b>

# Corporate Expenditures

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## Personnel:

- The board is working to fill all vacant positions timely.
  - The FY23 budget includes a 5% performance-based incentive, which has yet to be paid out.
  - Staff development is expected to be underspent by approximately 50% or \$80,000.

## Equipment:

- These reflect fully expensed equipment for the board room.
- The board is working on replacing staff equipment older than 5 years.



# Corporate Expenditures

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## General Office:

- Insurance - 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.
- Non-Federal is over budget due to an employee matter payout.
- Marketing – We expect to utilize this budget fully due to several pending projects.



# Corporate Expenditures

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## Professional Services:

- Legal Services – HR-related legal services budget is utilized for employee matters expensed as incurred, and we are awaiting an update to the employee handbook.
- Monitoring – Expenditures are in progress and expected to be fully expensed at the end of the fiscal year.



# Facilities and Childcare Reserve

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## Facilities:

- Facility expenditures represent 74.78% of the approved budget, reflecting a 16.89% straight-line budget surplus.
- Port of San Antonio and Mobile Workforce Center Unit will now carry over to FY24.



# Projects

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Special projects include:

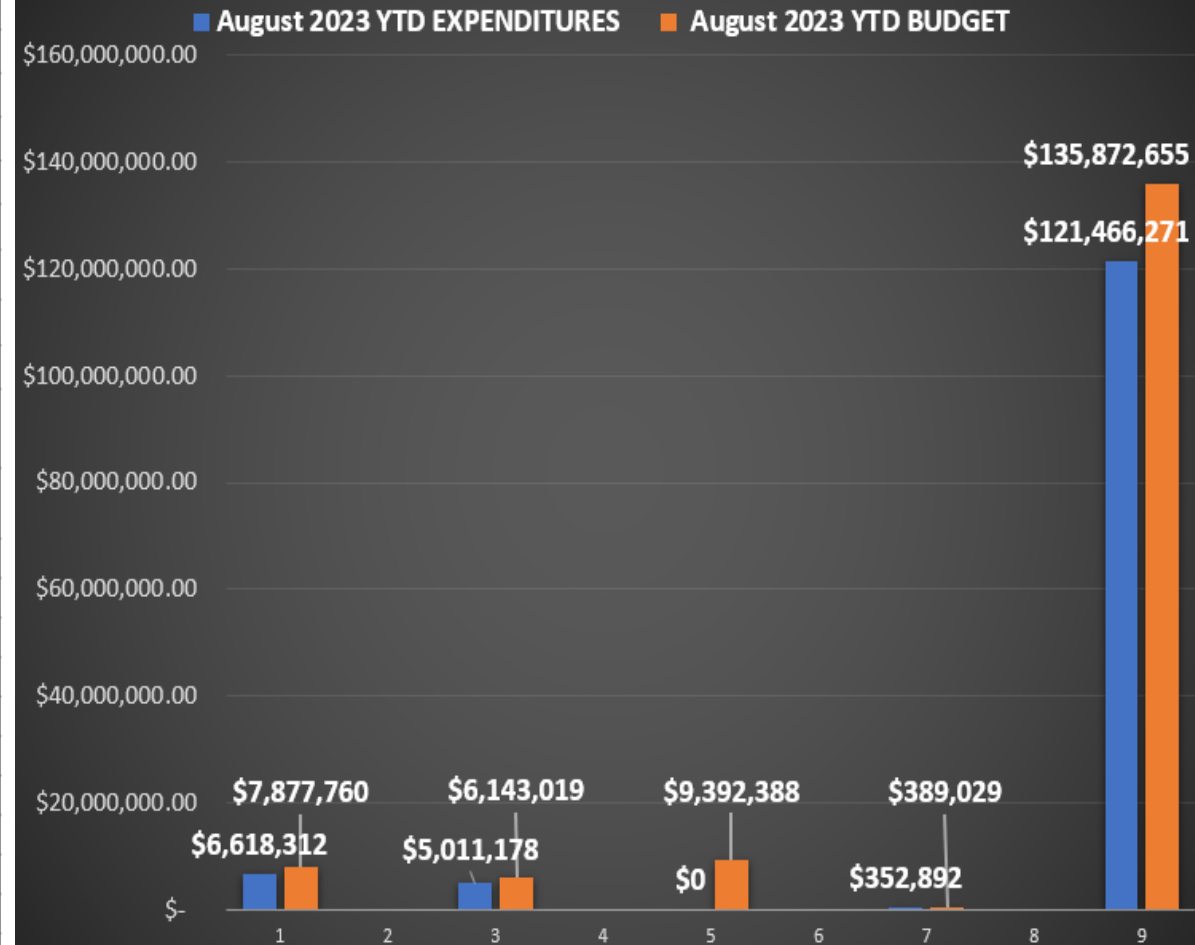
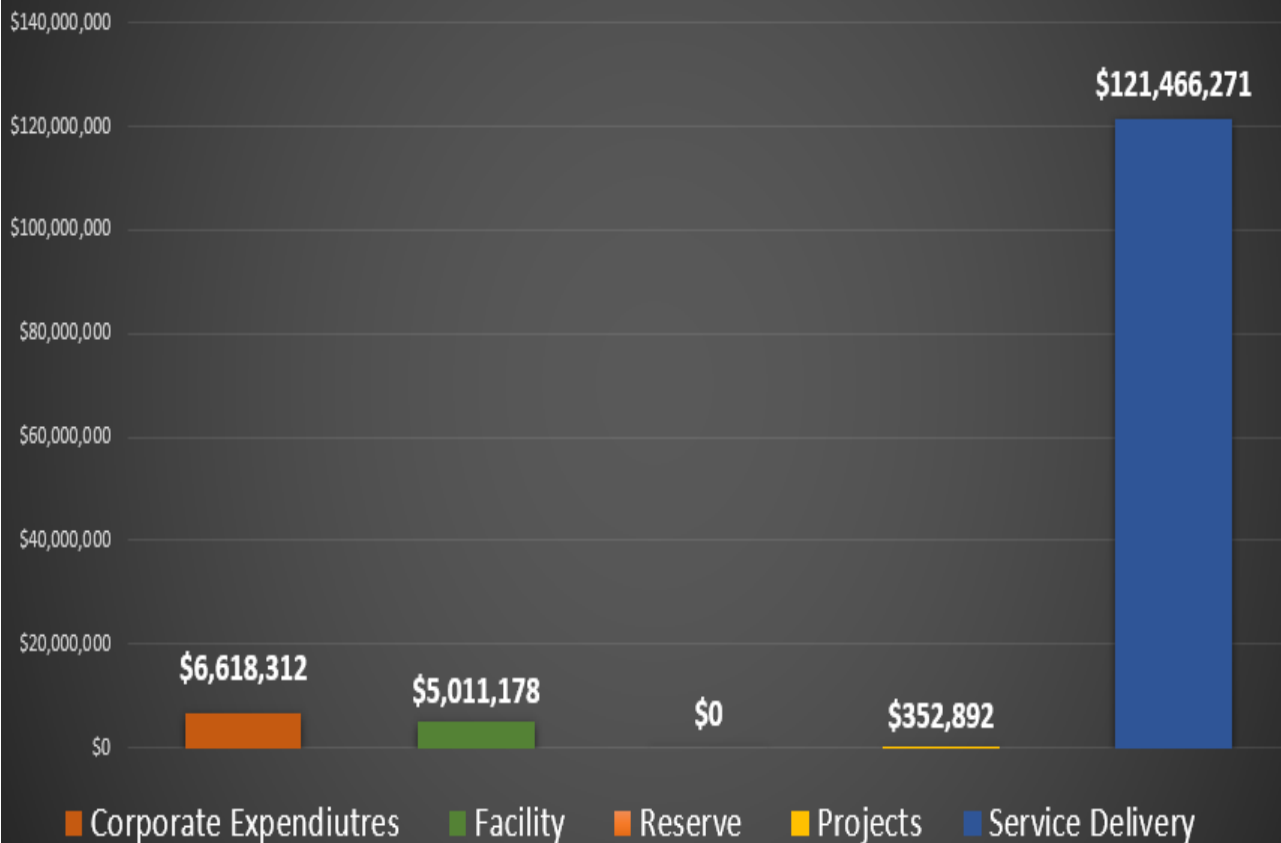
- Workforce Commission Initiatives – WSA has held 4 Career Pathway Youth Events.



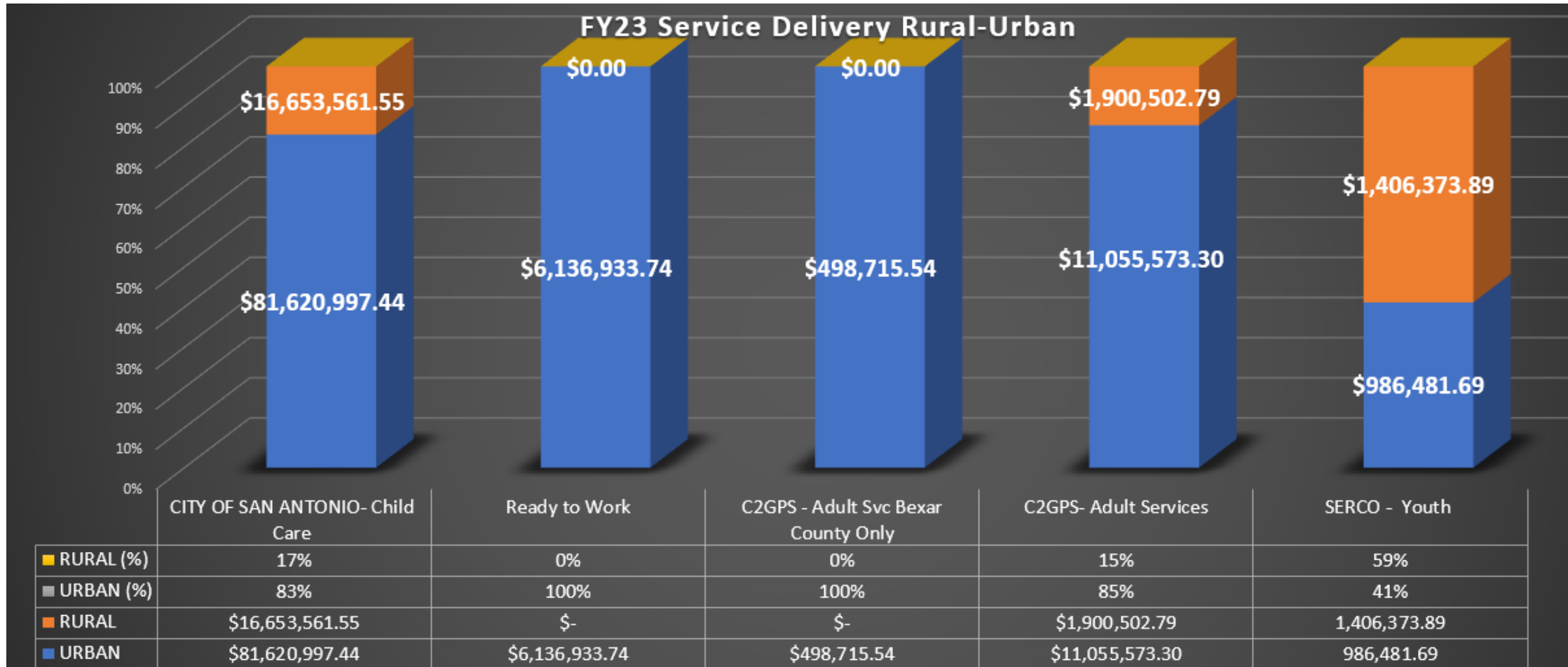
# YTD Expenditures by Budget Category

# YTD Expenditures by Budget Category Comparison

August 2023 YTD EXPENDITURES



# August 2023 Year-to-Date Service Delivery Rural-Urban



# Key Variances

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- TANF – Expenditures are currently at 71.35% due to low participation and reduced HHSC referrals. The board expects to spend \$6.5M this year. This is approximately 10% more than we have spent in prior years.
- Summer Earn and Learn – The program has concluded with:
  - 53 participating job sites
  - 184 completed work readiness training
  - 4 students offered permanent positions



# Key Variances

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- CCSL – This grant was extended from 3/31/23 to 12/31/23. We have three providers enrolled, providing 50 additional slots to children under three. We currently have 30 children in care.
- CCQ – Expect higher expenditures within the next two months by issuing program supplies, incentives, and bonuses to childcare providers.
  - Expect to return the \$963,861.72 (Mentor and Assessor) funding due to vacancies and transition of Assessor to Mentor positions.
  - Starting 10/1/2023, TWC contractor will assume all the Assessor duties.



# Key Variances

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- WPA – Funding increase of \$297,070 will be used for the Resource Room.
- WOS-Military Family – Projected to spend 91%.
- Middle Skills – Expected to spend fully with estimated 39 participants.
- Teacher Externship – We will continue to spend, expecting to finalize payments in December.
- Trade Act – We are expecting to be at 90% at the end of December. Outcomes of outreach efforts are being tracked.



# Ready to Work

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## Ready to Work:

- Enrollment and activities increased at a higher rate in April and May.
- As of October 2, 2023:
  - Applicants interviewed: 3,625
  - Enrolled in approved training: 1,968
  - Successfully completed training: 230
  - Placed in jobs: 105





# Questions

## MEMORANDUM

To: Executive Committee

From: Adrian Lopez, CEO

Presented By: Jeremy Taub, Director of Procurement and Contracts Management

Date: October 20, 2023

Subject: Contract Award: Chief Financial Officer Staffing Augmentation Services

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**Summary:** For Discussion and Possible Action: Workforce Solutions Alamo – Board of Directors awards a contract award to Collective Strategies, Inc. for the purchase of Chief Financial Officer Staffing Augmentation Services in the estimated annual amount of \$270,000, as requested by WSA – Chief Executive Offices.

### Analysis:

Under the direction of the CEO, the contractor will perform highly advanced (senior level) policy administration and managerial work in a complex environment. Work involves providing counsel and advice to the CEO and Board on all agency fiscal matters. The scope of services provides for the contractor to be responsible for keeping abreast of legal, compliance, and regulatory changes. Additional requirements include but are not limited to planning and organizing the operations of procurement and facilities, fiscal operations of the agency, and monitoring the work of others.

### Alternatives:

No alternatives. In October 2022, WSA awarded a contract to Collective Strategies, Inc. The current contract is scheduled to expire and there are no more options to renew.

A notice soliciting a Request for Proposals (RFP) was advertised online and in the Texas Electronic State Business Daily, ESD, over a twenty-eight-day period. Additionally, procurement issued notices to more than 100 potential respondents. The three proposals received by the RFP deadline were reviewed for responsiveness and were evaluated by internal representatives from Human Resources and Fiscal Management. As a result of this effort Collective Strategies, Inc. is recommended for award on a best value basis. The initial term of the contract will be effective upon award through November 1, 2024, and have the option to renew for one (1) additional twelve-month term.

**Financial Impact:** Estimated annual amount of \$270,000, for purchase of Chief Financial Officer Staffing Augmentation Services.

**Recommendation:** Upon approval of this award action by the Workforce Solutions Alamo – Board of Directors, Board staff is authorized to proceed with next steps in the contracting process and execution.

**Next Steps:**

Workforce Solutions Alamo shall proceed with contract negotiations with Collective Strategies, Inc. Should negotiations be unsuccessful with the recommended contractor, WSA reserves the right to negotiate a contract with the next highest ranked offeror.

**Attachments:** Proposal Tabulation.

## Proposal Tabulation

### PURCHASE OF: RFP 2023-027 - CFO STAFFING AUGMENTATION SERVICES

Item No.	Item Description	Estimated Quantity	Collective Strategies Inc.	BUZZClan, LLC	HT Staffing Solutions, LLC
1	Milestone One – To include services that will maintain business continuity while giving the organization time to conduct a thorough search for a new CFO.  Estimated total for item 1	4 months	\$30,000 per month  \$120,000 estimated total for four months	\$28,800 per month  \$115,200 estimated total for four months	\$24,999 per month  \$99,996 estimated total for four months
2	Milestone Two – To include services to assist the new CFO through the initial onboarding and familiarization of the position's responsibilities, the organization's leadership, staff, processes, and systems.  Estimated Total for item 2	4 months	\$25,000 per month  \$100,000 estimated total for four months	\$28,800 per month  \$115,200 estimated total for four months	\$13,999 per month  \$55,996 estimated total for four months
3	Milestone Three – To include services to provide ongoing support to the new CFO and CEO during unique infrequent tasks like budgeting and audits.  Estimated total for item 3	4 months	\$12,500 per month  \$50,000 estimated total for four months	\$28,800 per month  \$115,200 estimated total for four months	\$3,999 per month  \$15,996 estimated total for four months
	1 <sup>st</sup> Year - Estimated Annual Total		\$270,000	\$345,600	\$171,988
	PRICE RANK		2	3	1
	TECHNICAL RANK		1	3	2
	OVERALL RANK		1	3	2

# Procurement and Contracts

October 20, 2023

Jeremy Taub, Director of Procurement and Contracts





# Summary

- Contract Award: CFO Staff Augmentation Services

# Contract Award: Chief Financial Officer - Staffing Augmentation Services, RFP 2023-027

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## RFP Award Recommendation:

- The scope of services provides for the contractor to serve as interim CFO providing continuity and support to the Board finance office ensuring TWC legal and regulatory compliance.
- Three (3) proposals received and were evaluated by internal Board staff. Collective Strategies, Inc. is recommended for award on a best value basis.
- Contract term/value: An initial term of twelve months with one (1) one-year option to renew in the estimated annual amount of \$270,000.





# Questions



# EARLY CARE & EDUCATION COMMITTEE REPORT



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

**Subject:** Childcare Performance Briefing

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### Summary:

This is a briefing to the Early Care & Education Committee on childcare performance for FY2023.

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

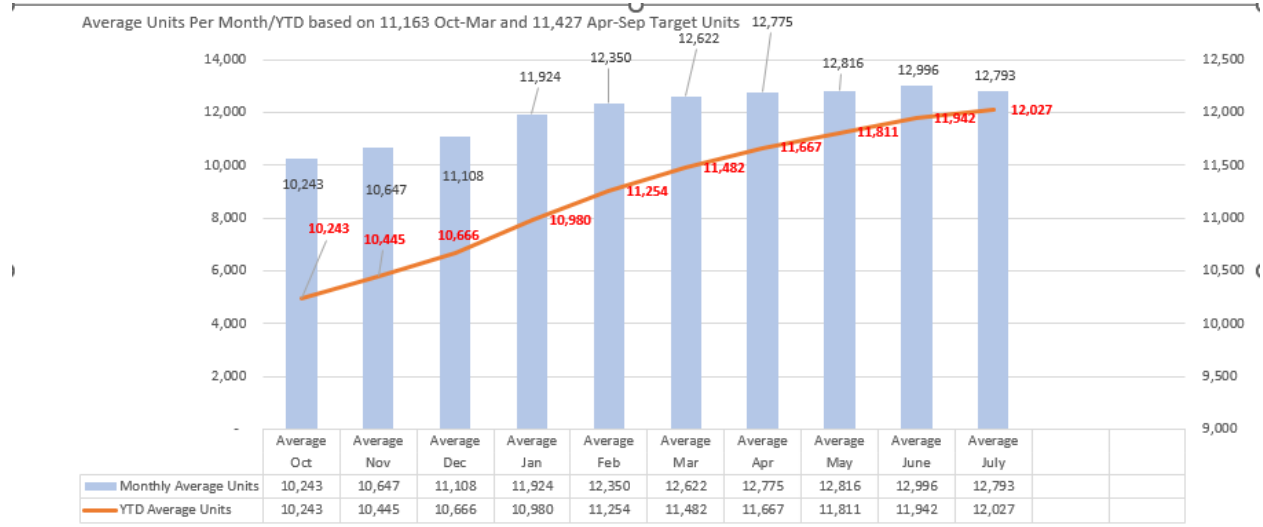
TWC has set Alamo's FY2023 target at 11,427.

As of 8/15/2023, Alamo reflects performance at 106.68%.

### Analysis:

- WSA's unofficial YTD average for July shows average enrollments of 12,027, or 106.68%, which reflects that we are currently in the above performance range, and have temporarily paused enrollment as we monitor attrition, in order to remain within performance range and childcare budget.
- Childcare contractor staff are not actively enrolling. Staff does continue to process documentation for children/families identified within a mandatory group.

Information collected: 8/15/2023



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average
Monthly Average Units	10,243	10,647	11,108	11,924	12,350	12,622	12,775	12,816	12,996	12,793
YTD Average Units	10,243	10,445	10,666	10,980	11,254	11,482	11,667	11,811	11,942	12,027

	Oct	Nov	Dec	Jan	Feb	March	Apr	May	Jun	July
	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average
Monthly Average %	91.76%	95.38%	99.50%	106.82%	110.64%	113.07%	111.79%	112.16%	113.73%	111.96%
YTD Average Units %	91.76%	93.57%	95.55%	98.36%	100.82%	102.86%	104.14%	105.14%	106.09%	106.68%

	Oct	Nov	December	Jan	Feb	March	Apr	May	June	July
	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average
Choices	237	229	209	203	201	198	196	186	190	194
TANF						4				
Low Income	9,554	9,938	10,419	11,210	11,618	11,868	11,983	11,991	12,139	11,920
Former DFPS	382	401	392	419	428	439	476	511	515	530
Homeless	70	79	88	92	103	114	120	128	152	150
Monthly Average Units	10,243	10,647	11,108	11,924	12,350	12,622	12,775	12,816	12,996	12,793
Monthly % Average	91.76%	95.38%	99.50%	106.82%	110.64%	113.07%	111.79%	112.16%	113.73%	111.96%
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YTD % Average	91.76%	93.57%	95.55%	98.36%	100.82%	102.86%	104.14%	105.14%	106.09%	106.68%
TWC Target	11,163	11,163	11,163	11,163	11,163	11,163	11,427	11,427	11,427	11,427

As of 8/21/2023

County	Families in Care	Children in Care	Families on Waitlist	Children on Waitlist
Atascosa	227	398	102	185
Bandera	31	52	13	22
Bexar	5880	10385	4064	6774
Comal	354	544	130	214
Frio	87	153	33	58
Gillespie	53	73	15	37
Guadalupe	401	646	210	355
Karnes	14	22	28	46
Kendall	66	105	35	52
Kerr	159	243	83	128
McMullen	0	0	0	0
Medina	163	277	60	96
Wilson	89	153	38	67
<b>Grand Totals</b>	<b>7524</b>	<b>13051</b>	<b>4822</b>	<b>8034</b>

## FY2023

### Fiscal Impact:

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

#### *CCDF Performance Status Methodology*

Year-to-Date numbers to calculate performance

MP = 95%-105%

+P = 105% or above

-P = <94.99

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

### Recommendation:

N/A

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**Next Steps:**

- As WSA and the childcare contractor continue to monitor performance and work to ensure that enrollment remains at a level that does not negatively impact performance, WSA has asked the contractor to temporarily pause active enrollment, in an effort to remain within Alamo's allocated budget for childcare services.
- WSA will provide guidance to the Child Care Contractor once TWC issues the budget projections for FY2024, which we anticipate should arrive within the next few weeks.

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

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

**Date:** October 20, 2023

**Subject:** Policy: CCS 11, C6 Maintenance of a Waiting List and Board Priority Groups

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### Summary:

As a result of ongoing conversations between WSA leadership and the Committee of Six, WSA departments, to include WSA's Child Care Department, have been asked to review our local policies and revise and/or update those that impact rural service delivery. Upon review, it was decided that the language in CCS 11, C6 policy on Maintenance of a Waiting List & Board Priority Groups should be updated/revised. Language has been added to reflect the FY2024 Rural Services Pilot and the county-by-county relative allocation percentages for rural counties.

### Analysis:

Recent discussions held with the Committee of Six and review of the language outlined in the Interlocal Agreement, have necessitated an update/change be made to CCS 11, C6 Child Care policy "Maintenance of a Waiting List and Board Priority Groups".

The suggested update to the above policy's section on rural enrollments follows below:

### Local Priority Groups

- ***Children in Rural Counties will be a local priority until at least the relative allocation percentage provided by WSA based on the FY2024 Rural Services Pilot County-By-County of children receiving discretionary funded childcare scholarships do so from the Rural Counties.***

The Policy **currently** reads as follows:

### Local Priority Groups

- *Children in Rural Counties will be a local priority until at least 20% of children receiving discretionary funded subsidized childcare do so from the Rural Counties. When all TWC*

- *priority groups have been served, customers from Rural Counties will have priority until the percentage of Rural children in discretionary care has been met.*

**Alternatives:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

WSA Child Care Department **recommends approval** of the **revision** of the policy outlined below:

- **CCS 11, C6:** Maintenance of a Waiting List and Board Priority Groups: **Adjusted language for Children in Rural Counties in *local priority groups*.**

**Next Steps:**

- Upon approval by the full board, policy will be circulated, and Child Care staff will utilize updated policy during periods of open enrollment.

**Attachments:**

Policies with updates/revisions (CCS 11, C6)

- **CCS 11, C6:** Maintenance of a Waiting List and Board Priority Groups: **Updated language to reflect relative allocation percentage provided by WSA based on the FY2024 Rural Services Pilot County-by-County of children receiving discretionary funded Child Care scholarships in the policy for *local priority groups*.**

## POLICY LETTER

**ID NO: CCS 11, C6**

**DATE ISSUED:**

**TO: Workforce Solutions Alamo CCS Contractor**

**FROM: Adrian Lopez, CEO**

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

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### **PURPOSE:**

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

### **REFERENCES:**

Texas Workforce Commission (TWC) Rules, Sections 809.13, 809.18, 809.22, 809.43, and WD 07-21

### **BACKGROUND:**

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

### **POLICY:**

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

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

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

## Local Priority Groups

- **Children in Rural Counties will be a local priority until at least the relative allocation percentage provided by WSA based on the FY2024 Rural Services Pilot County-By-County of children receiving Discretionary funded childcare scholarships do so from the Rural Counties**
- WIOA participants
- Siblings of a child already receiving care
- Families enrolled in Early Head Start Child Care Partnerships
- JBSA military members, civilians, and associated Contractors
- Children dually enrolled in a recognized partnership site.

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

## Direct Child Care Referrals for Recognized Partnerships

Subject to the availability of funds, and availability of subsidized slots at a partnership site, children dually enrolled in a recognized partnership are exempt from the waitlist. A recognized partnership is defined in TWC Rule 809.22.

If funding is limited or if the number of direct referrals exceeds the number of available subsidized slots at a partnership site, eligible children will be added to the waitlist as a local priority.

## **ACTION REQUIRED:**

Contractor shall implement this policy immediately.

## **EFFECTIVE DATE:**

Immediately.

## **INQUIRIES:**

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

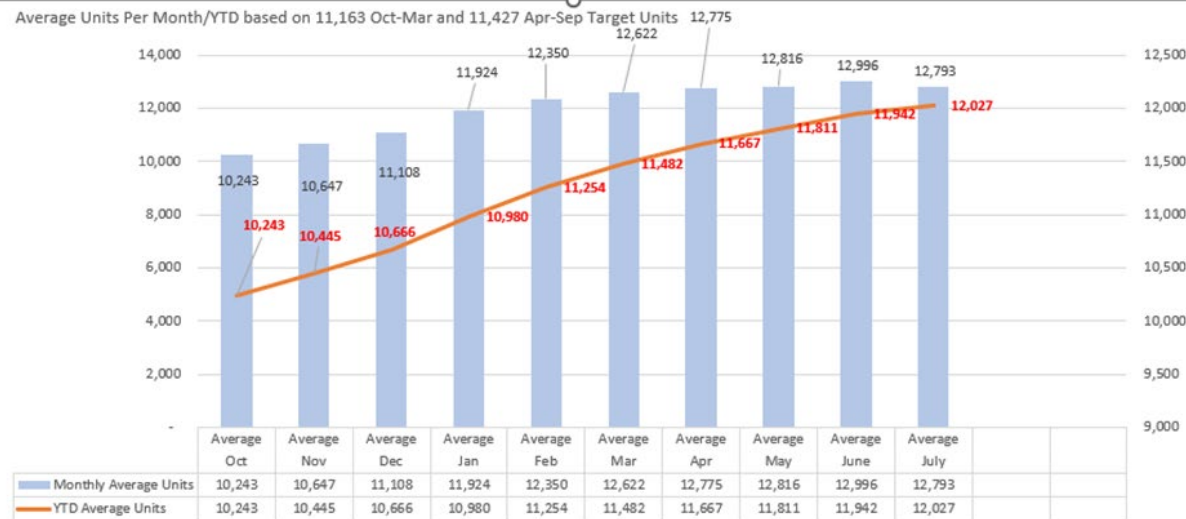
## **RESCISSIONS:**

CCS 11, Change 5

## **ATTACHMENTS:**

None

# Child Care Performance Briefing FY 2023



	Oct	Nov	December	Jan	Feb	March	Apr	May	June	July
	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average
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TANF						4				
Low Income	9,554	9,938	10,419	11,210	11,618	11,868	11,983	11,991	12,139	11,920
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Homeless	70	79	88	92	103	114	120	128	152	150
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YTD Average Units %	91.76%	93.57%	95.55%	98.36%	100.82%	102.86%	104.14%	105.14%	106.09%	106.68%

WSA's unofficial YTD avg for FY 2023 is 106.68%

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

*SIR Performance Methodology*  
 Actual enrollments





# Monthly Avg Enrollment % \*

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Frio	87	153	33	58
Gillespie	53	73	15	37
Guadalupe	401	646	210	355
Karnes	14	22	28	46
Kendall	66	105	35	52
Kerr	159	243	83	128
McMullen	0	0	0	0
Medina	163	277	60	96
Wilson	89	153	38	67
Grand Totals	7524	13051	4822	8034

\* Report pulled: 08/21/2023

Age Group	Total on the Waitlist
Infant	1927
Toddler	2214
Preschool	1981
School Age	1918

\* Report pulled: 8/28/2023

# Alamo CCS Provider Type & Capacity

Information pulled 08/21/2023

Provider Type	Total Providers	Total Capacity	Rural Providers**	Rural Capacity**
Licensed Center	490	55419	116	13101
Licensed Child Care Home	30	360	13	156
Military	8	N/A	0	N/A
Registered Child Care Home	43	504	4	48
Relative Care Listed Home	18	N/A	7	N/A
Grand Totals	589	56283	140	13305

\*\*Does not include rural providers outside the Alamo area

## BCY 23

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





# Child Care Policy Revisions and Updates

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## Maintenance of a Waiting List and Board Priority Groups:

### CCS 11, Ch.6

- The suggested update to the above policy's section on rural enrollments is below:

#### ***Local Priority Groups***

- ***Children in Rural Counties will be a local priority until at least the relative allocation percentage provided by WSA based on the FY2024 Rural Services Pilot County-By-County of children receiving discretionary funded childcare scholarships do so from the Rural Counties.***

#### **The Policy currently reads as follows:**

##### ***Local Priority Groups***

- ***Children in Rural Counties will be a local priority until at least 20% of children receiving discretionary funded subsidized childcare do so from the Rural Counties. When all TWC priority groups have been served, customers from Rural Counties will have priority until the percentage of rural children in discretionary care has been met.***



**Questions?**



# YOUTH COMMITTEE REPORT



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Sandra Rodriguez, Youth Program Specialist

**Date:** October 20, 2023

**Subject:** Student HireAbility Updates

**Summary:** To provide an update on the Student HireAbility initiative.

**Analysis:** This initiative provides support and coordination around the region to expand, enhance, and improve workforce transition services offered to students with disabilities and their families. Student HireAbility Navigators are part of a statewide initiative. Navigators attended the State Transition Conference from July 16 - 19th here in San Antonio.

Discussions included:

- Charting the Course refunding under a different name
- Next Steps to independence: Skills and strategies
- A Look at the Future of Transition in Texas

## Student HireAbility Navigators



Navigators attended the State Transition Conference from July 16 - 19th here in San Antonio.

Discussions included:

- Charting the Course refunding under a different name
- Next Steps to independence: Skills and strategies
- A Look at the Future of Transition in Texas
- Under Construction: Conversations and strategic planning continues for the 2nd Annual Alamo Hire Event on Oct 12, 2023, at the Data Point Career Center
- Planning continues for the Nov 2, 2023, Alamo Helping Hands Resource Collaboration Event with Southside First/ Women's Unlimited at the South Flores Career Center
- Career Exploration Day is being planned in collaboration with Vocational Rehabilitation for January 2024 at the New Braunfels Career Center

**Alternatives:** N/A

**Fiscal Impact:** N/A

**Recommendation:** N/A

**Next Steps:** Planning continues for the Nov 2, 2023, Alamo Helping Hands Resource Collaboration Event with Southside First / Women's Unlimited at South Flores WSA Career Center. Foundations are being laid for the January 2024 "All Hands-on Deck for Disabilities Event" at the New Braunfels WSA Career Exploration Day. Strategic planning discussion for the Vocational Rehabilitation (VR) partnership event continues with TVR Counselors.

## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Sandra Rodriguez, Youth Program Specialist

**Date:** October 20, 2023

**Subject:** SEAL Program Updates

**Summary:** Summer Earn and Learn (SEAL) provides on-the-job training, offers workplace readiness training, and helps build transferable skills and learning opportunities for students with disabilities.

### Analysis:

Program concluded (end of August) with:

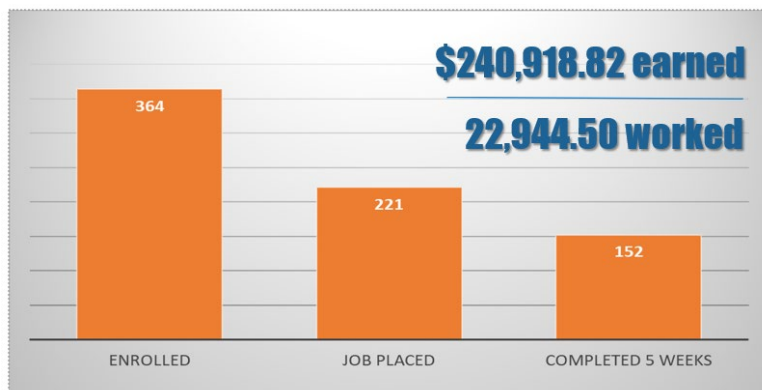
- 53 participating job sites
- 184 completed work readiness training
- 4 student offered permanent positions

Challenges:

- Work readiness training was optional

Next Steps:

- Participant Ceremony September 23rd
- Employer Recognition TBD January
- Program Debrief in December



**Alternatives:** N/A

**Fiscal Impact:** As a result, \$240,918.82 was earned from the 22,944.50 hours worked.

**Recommendation:** N/A

**Next Steps:** Debriefing of this year's SEAL Program and start the planning process of next year's SEAL Program.

# Student HireAbility Update



# Student HireAbility Navigators



Navigators attended the State Transition Conference from July 16 - 19th here in San Antonio.

Discussions included:

- Charting the Course refunding under a different name
- Next Steps to independence: Skills and strategies
- A Look at the Future of Transition in Texas
- Under Construction: Conversations and strategic planning continues for the 2nd Annual Alamo Hire Event on Oct 12, 2023, at the DataPoint Career Center
- Planning continues for the Nov 2, 2023, Alamo Helping Hands Resource Collaboration Event with Southside First/ Women's Unlimited at the South Flores Career Center
- Career Exploration Day is being planned in collaboration with Vocational Rehabilitation for January 2024, at the New Braunfels Career Center





# SEAL Program Update

# SEAL Program YTD

*"For someone who has very close relatives who has a disability, this program is a blessing in disguise not just for me but for these kiddos that worked this summer. "*  
- David Weaver, Cibolo Grange



## Overview

SEAL (Summer Earn and Learn) provides on-the-job training, offers workplace readiness training, and helps build transferable skills and learning opportunities for students with disabilities.

Program concluded (end of August) with:

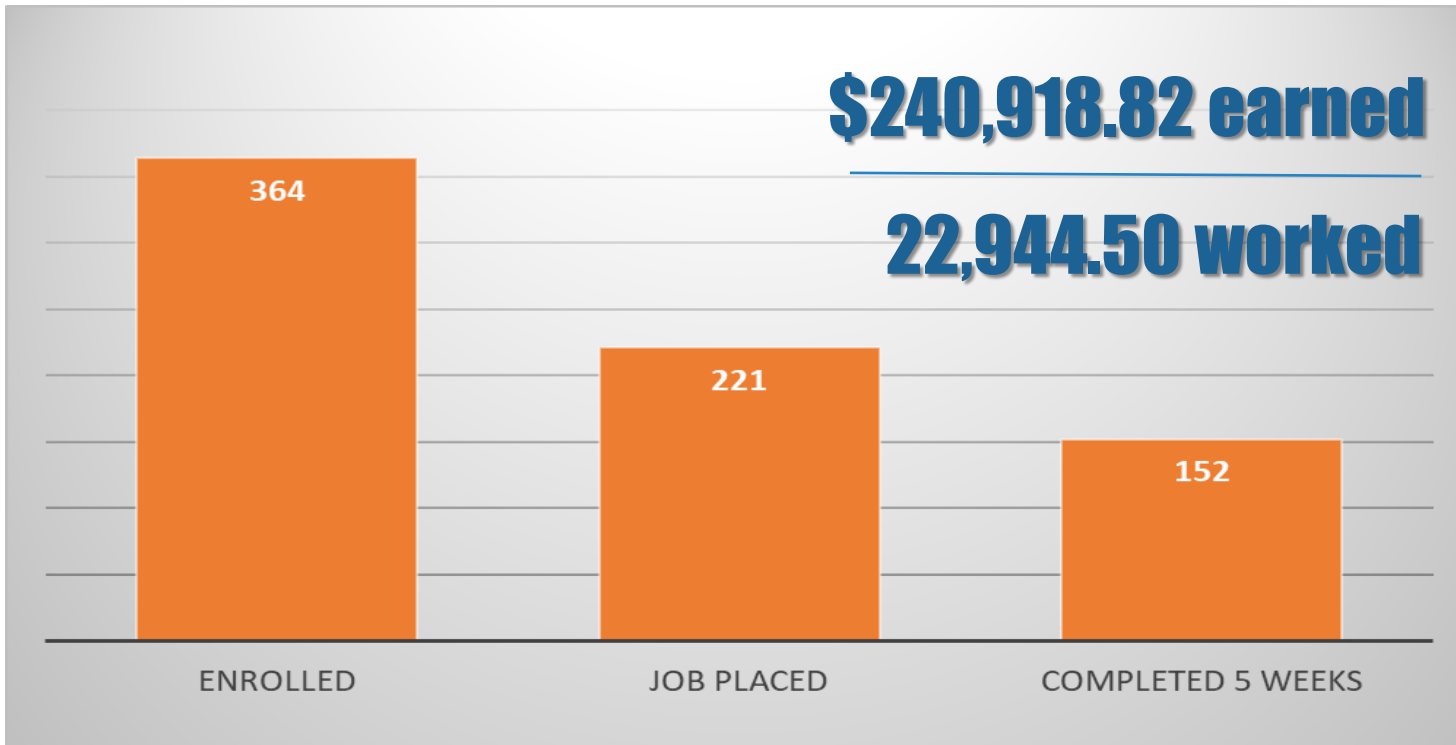
- 53 participating job sites
- 184 completed work readiness training
- 4 student offered permanent positions

Challenges:

- Work readiness training was optional

Next Steps:

- Participant Ceremony September 23rd
- Employer Recognition TBD January
- Program Debrief in December





**Questions?**



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# STRATEGIC COMMITTEE REPORT



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, Chief Executive Officer

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

**Date:** October 20, 2023

**Subject:** Facility Update: Port San Antonio

**Summary:** On August 18, 2023, Workforce Solutions Alamo – Board of Directors authorized negotiation of a contract amendment to the lease with The Port Authority of San Antonio for the revised Tenant Improvement Allowance, TI, of up to \$2,213,750 under the terms of the agreement for the facility located at 638 Davy Crockett, San Antonio, Texas.

The Board of Directors approved a contract for the relocation and renovation of a new facility at Port San Antonio on September 17, 2021. The finalized plan was previously forwarded to the Architect and Contractor to initiate build-out renovation with an anticipated completion date of Spring 2024. The lease agreement provides for the rental of the 17,500 square foot space to include repairs and maintenance.

**Update:**

- The Board was successfully able to re-negotiate with Port Authority of San Antonio to increase TI allowance for associated build-out costs with the rent to be amortized over the course of the initial ten (10) year lease term.
- The Port Authority has signed an Amendment increasing the overall TI Allowance. It is currently awaiting a final pricing letter from the General Contractor, RC Page, to begin the construction build-out of the facility. Estimated timelines have been updated as shown below.
- In anticipation of the projected move-in date, WSA is coordinating with the appropriate contractors, partners, and vendors to necessitate a smooth transition. This will include IT data, relocation/breakdown of furniture, fixtures, and equipment, and to meet the needs of our partners.

**Analysis:** The current lease at Marbach has been extended monthly until the new facility at Port SA is complete. The monthly rent remains \$18,000 plus common area maintenance expenses for \$4,608, for a total monthly rent of \$22,608. The lease is cancelable with thirty (30) days' notice. In the summer of 2021, a location survey was conducted by WSA. Subsequently, the Board staff submitted a

recommendation for the selected location, which the Board of Directors approved. Additional partners are being considered aligning to the Board's Local Plan with its mission in providing resources to the development of the facility that will increase the utilization of resources in the community.

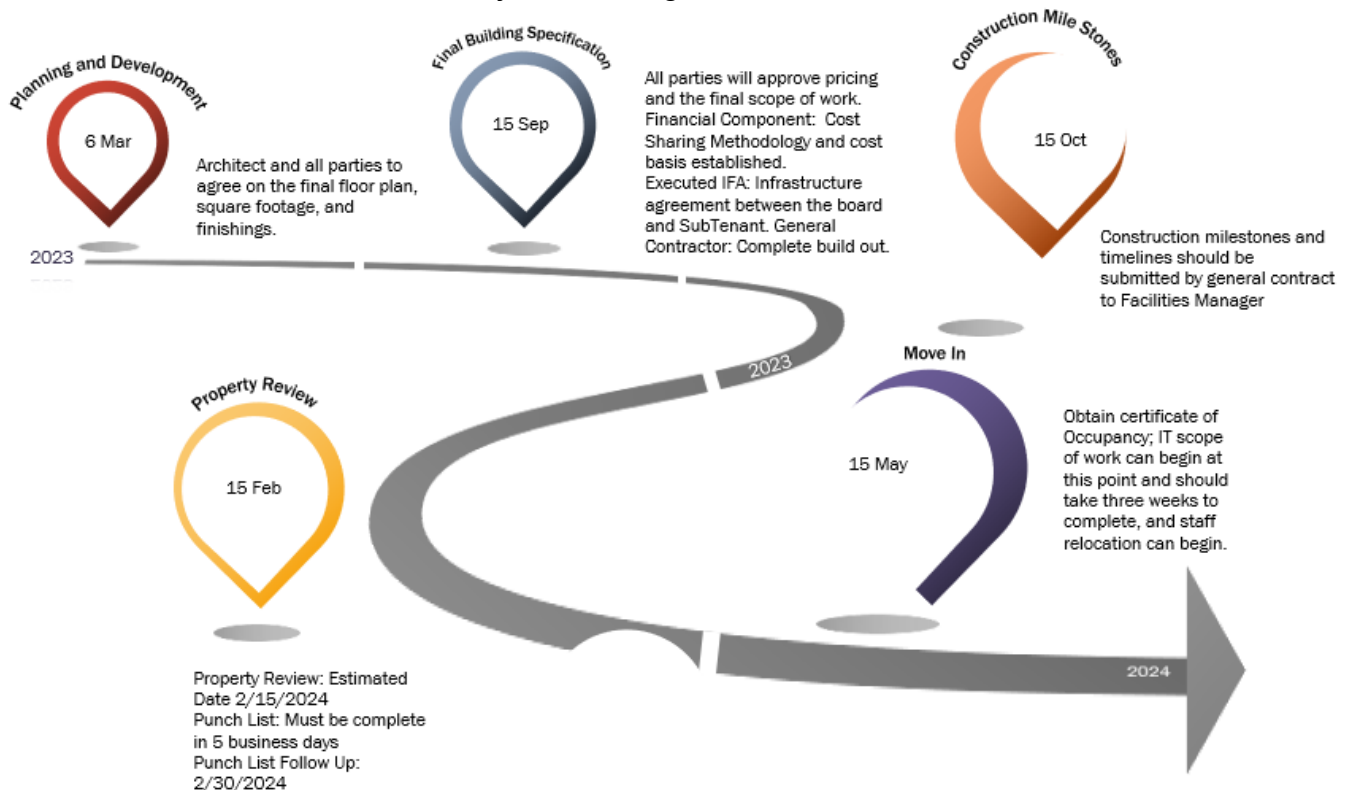
**Alternatives:** None.

**Fiscal Impact:** The revised base rent for the Port San Antonio facility is \$28,364.58 monthly, increasing by 5% annually. Additionally, the FY24 Moving Expense budget is \$700,000 including a \$250,000 contribution for build-out to support the furniture, equipment, upgraded technology, and moving expenditures for the Workforce Center. The current economic environment has caused the cost to come in over the original Tennant Improve allowance of approximately \$900,000.

**Recommendation:** There is no further recommendation currently.

**Next Steps:** The Board is currently waiting for a Final Pricing letter from General Contractor, RC Page Construction, LLC., to begin construction/build-out.

**Timeline:** Dates are tentative and subject to change.



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## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, Chief Executive Officer

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

**Date:** October 20, 2023

**Subject:** Facility Update: Walzem/O'Connor

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**Summary:** On August 18, 2023, Workforce Solutions Alamo – Board of Directors awarded R/E Business Center, LLC. a contract for the Facility Lease at 11711 IH 35N, San Antonio, Texas. The estimated annual rent for the 23,880 square foot facility, including maintenance, taxes, and insurance, NNN is \$740,280 with an annual rent escalation percentage not to exceed 5% and a Tenant Improvement (TI) allowance not to exceed \$1,910,400.

**Update:**

- WSA is currently negotiating with the landlord to provide a complete build-out, including Vocational Rehabilitation Services. The Board staff is coordinating with the landlord to receive the final design layout and CAD drawings to begin preparations with C2 staff, Vocational Rehabilitation Services (VRS), and partners.
- In anticipation of the projected move-in date, WSA is coordinating with the appropriate contractors, partners, and vendors to necessitate a smooth transition. This will include IT data relocation/breakdown of furniture, fixtures, and equipment to meet the needs of our partners.
- After continued discussions and a facility walk-thru with representatives from VRS and TWC, VRS will relocate with us at the expiration of the current VRS lease.

**Background:** In July 2008, the Board executed a lease for its present facility, and there are no remaining options to renew. Additionally, our current location has 14,339 square feet. With prospective Vocational Rehabilitation Services, the VRS integration of an additional 5,000+ SQFT is needed to meet VRS minimum requirements with an additional 2,000+ SQFT to allow for potential expansion of service area for WSA contractor, C2 GPS, Inc. VRS is a strategic partner with WSA and will contribute to the overall rent cost at the contracted rate.

On March 24, 2023, a Request for Information was released to potential Lessors and Realtors to conduct market research and solicit potentially available properties to administer workforce programs.

Additionally, WSA contracted a Real Estate Broker, PCR Brokerage San Antonio, LLC. DBA Partners, that conducted a required Competitive Market Analysis (CMA) to determine prospective locations.

Properties yielded from the market research and CMA analysis were evaluated by Board staff against WSA's needs determination requirements. As a result of these efforts, the facility lease agreement with R/E Business Center, LLC. is recommended for award on a best-value basis.

**Analysis:** The current lease will expire on December 31, 2023, and no options remain. By TWCs – Financial Manual for Grants Contracting, FMGC §J.6.1, and Uniform Guidance (UG) the initial step in the planning process requires a review of existing facilities that meet our current requirements. WSA's business needs include but are not limited to general location (customer populations, local businesses, area crime statistics), access to public transportation, current parking, space required, access to the ground floor, ability to build out, and compliance with Americans with Disabilities Act (ADA).

**Alternatives:** Alternative options are negotiating a new lease to include build-out with the current landlord and continuing to search available properties to meet needs/requirements.

**Fiscal Impact:** The estimated base rent for the facility is \$61,690 monthly, which includes 25% in shared costs that VRS will contribute for their 5,000 sq ft. space. The annual estimated rent amount is \$740,280 for the total 23,880 SQFT., with an annual rent escalation not to exceed 5% and includes a Tenant Improvement (TI) allowance not to exceed \$1,910,400. The actual amount paid will be finalized during negotiations and specified in the lease.

**Recommendation:** Finalize negotiations with the landlord to secure a lease at the selected location. The actual term of the lease will be specified in the agreement but shall not exceed twenty years, including all renewals.

**Next Steps:** Board staff will negotiate and execute the lease agreement and coordinate with the landlord on all build-out and move-in logistics by proposed timelines.

<i>Site Visits:</i>	May 19, 2023
<i>Recommendation for Committee Approval:</i>	July 28, 2023
<i>Negotiate/ Execute Lease:</i>	September 11, 2023
<i>Build-out by:</i>	December, 2023
<i>Move-in by:</i>	January 1, 2024



# PROCUREMENT & FACILITY UPDATES

October 20, 2023

Jeremy Taub, Director of Procurement and Contracts

# Facility Update - Port San Antonio

**Tentative Opening: May 2024**  
**Grand Opening: TBD**

## Construction Update:

- Re-negotiated Tenant Improvement Allowance
- Awaiting Final Pricing letter from General Contractor

## Fiscal Update:

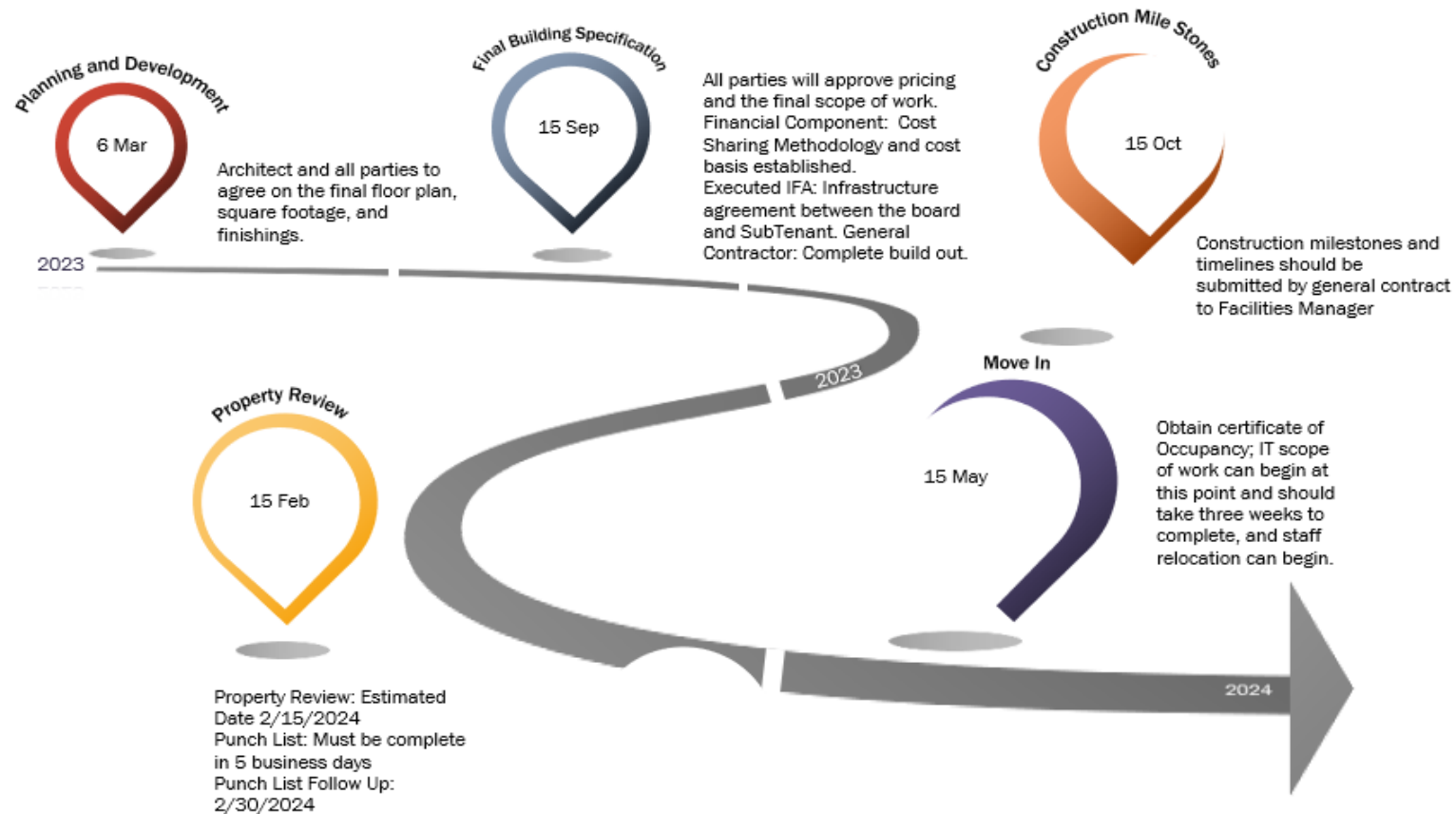
- Revised TI Allowance - \$2,213,750
- Monthly Rent - \$28,364.58 with 5% annual escalation

## Estimated Timeline:

- Begin Construction: Fall 2023
- Move-In: Spring 2024



# Port San Antonio - Timeline



# Facility Update - O'Connor

**Tentative Opening: January 2024**

**Grand Opening: TBD**

## **Construction Update:**

- Estimated build-out costs received from General Contractor
- Finalizing negotiations to begin construction

## **FISCAL IMPACT:**

- Monthly Rent - \$61,690
- TI allowance – \$1,910,400
- VRS will contribute to overall cost of build-out and future rent
- Rent Escalation to be determined upon execution not to exceed 5%

## **Estimated Timeline:**

- Begin Construction: Fall 2023
- Move-In: Late 2023



11711 IH 35



**Questions**



# OVERSIGHT COMMITTEE REPORT



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Adrian Perez, CIO

**Date:** October 20, 2023

**Subject:** Rural Partnership Update

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**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. WSA has begun the development of Rural Workforce Councils starting with Community Conversations in each of the 12 surrounding counties with the goal of enhancing and continuously improving rural service delivery in response to concerns raised by the Area Judges and in the interest of addressing these concerns in perpetuity. The development and scope of the Rural/Local Workforce Council reinforces the Sector Based Model defined in the Local Plan.

**Background:** In early 2023, Area Judges concerned with a perceived lack of service and non-responsiveness in the rural areas inquired with the Texas Workforce Commission regarding the division of the Alamo Workforce Development Area to create Urban and Rural Workforce Development Areas.

WSA staff engaged in work sessions with TWC, Contractors, and Partners to develop a recommended course of action to fulfill the six points requested by the Rural Judges through their Liaison. The full response is detailed in the August 23, 2023, Committee of Six memo, Subject: Operational Plan for the Interlocal/Partnership Agreement to Address Rural Judges' Service Delivery Concerns.

Item #3 of the "What the Judges Want" document provided to WSA on May 22, 2023, spoke to reporting and service delivery. WSA outlined the development of the County Allocation and Service Delivery Report (CASD) which will outline performance elements to include outreach partnerships with local partners. It also outlined the intent to enhance local voice of the rural areas through formalization of sustainable partnerships with local partners in each county through Local/Rural Workforce Councils. To establish these partnerships WSA is developing Local/Rural Workforce Councils made up of local non-profit, Chamber and Economic Development, and childcare-related partnerships.

**Analysis:** The objective of a successful Local/Rural Workforce Council is to establish a locally driven, sustainable, and contractor supported County Outreach and Action Plan development process that produces and tracks information for reporting to the Area Judges through the CASD.

**Meeting #1 (Complete):** Key messages include how WSA seeks to come alongside existing work being done in each county. WSA focused on Adult Job Seeker, Youth Job Seeker, Childcare customer and provider, and Businesses as our core audiences. WSA also outlined how partners can integrate through the WSA Academy.

**Meeting #2 (On-Going):** Begin working with specific partners to outline elements of Memorandums of Understanding as a means of formalizing and sustaining partnerships to include points of contact, mission, WSA and Partner responsibilities, continuous improvement discussion channels, data sharing, and date to revisit the MOU.

**Meeting #3 (Planned):** Finalize initial group of MOU's and initial Workforce Council and establish the agenda and cadence for follow-up meetings for each community.

Community Conversations are the starting point for development of the Rural/Local Workforce Councils that will support consistent strengthening and evolution of County Outreach and Action Plans. This plan will be substantiated through MOU's that will form the basis of the partnerships in support of the Local Plan. *Part 1. Board Vision and Strategies, Section B. Board Strategies of the Local Plan (Page 14 and 15)* calls out the Sector Based Strategy which includes the following section:

***Sector partners should implement data sharing agreements memoranda of understanding to expedite innovation and promote shared accountability.***

- *WSA will execute a MOU and data sharing agreement with each of the sector partners. MOUs and data sharing agreements provide valuable information to WSA and its partners to align education and training programming with target labor market skills and credentials. MOUs will outline long-term expectations for the partnership, and data sharing will inform workforce development planning, curricula, marketing and communications, and evaluation.*

***Sector partnerships should leverage cross-system resources.***

- *In addition to the investment of WIOA funds and resources, WSA has forged strategic partnerships with cross-system organizations including municipal governments and city councils, county commissioners, rural county judges, early childhood education organizations, housing, food and nutrition supplemental programs, and veterans, juvenile, and adult corrections programs. WSA will continue to seek partnerships with other programs that support mental health and substance abuse prevention, child abuse and neglect prevention, healthcare, and other organizations that address social determinants of health and coalitions that address systems and systemic change.*

***Sector partnerships should be guided by intermediary-level governance boards Workforce Solutions Alamo Local Plan 2021-2024.***

- *The sector-based model proposed by WSA will be informed by a wide array of key decision-makers with expertise at the executive operational levels. Sector champions will be identified from target industries to form an advisory board intended to inform strategic planning and program development.*

**Fiscal Impact:** WSA has budgeted additional dollars for travel and other items to ensure service delivery in the surrounding 12 counties.

**Recommendation:** This is an informational item. No action is requested at this time.

**Next Steps:** WSA completed the first round of Community Conversations and began the second round of meetings on October 4<sup>th</sup>, with Comal and Guadalupe County.

**Attachments:**

Calendar of Upcoming Community Conversations



## Community Conversations: Discussion 2

Join us for the second discussion of our local community conversations on Workforce Development throughout the Alamo Region.

**Comal County**  
**Wednesday, October 4, 2023**  
**9:30 AM – 11:30 AM**  
**New Braunfels Food Bank**  
**1620 S. Seguin Avenue**  
**New Braunfels, TX 78130**  
[Register Here](#)

**Guadalupe County**  
**Wednesday, October 4, 2023**  
**1:30 PM – 3:30 PM**  
**Workforce Solutions Alamo**  
**Seguin Career Center**  
**1411 E. Court Street**  
**Seguin, TX 78155**  
[Register Here](#)

**Gillespie County**  
**Tuesday October 10, 2023**  
**9:30 AM – 11:30 AM**  
**Holy Ghost Lutheran Church**  
**115 E. San Antonio Street**  
**Fredericksburg, TX 78624**  
[Register Here](#)

**Kerr County**  
**Tuesday October 10, 2023**  
**1:30 PM – 3:30 PM**  
**BCFS Health & Human Services**  
**1127 E. Main Street Suite 106**  
**Kerrville, TX 78028**  
[Register Here](#)

**McMullen County**  
**Thursday, October 19, 2023**  
**9:30 AM – 11:30 AM**  
**McMullen County Emergency**  
**Services building: 306 Live Oak.**  
**Tilden, TX 78072**  
[Register Here](#)

**Atascosa County**  
**Thursday, October 19, 2023**  
**1:30 PM – 3:30 PM**  
**Pleasanton Civic Center**  
**115 N. Main Street**  
**Pleasanton, TX 78064**  
[Register Here](#)

**Bandera County**  
**Tuesday, October 24, 2023**  
**9:30 AM – 11:30 AM**  
**Bandera County Public Library**  
**515 Main Street**  
**Bandera, TX 78003**  
[Register Here](#)

**Kendall County**  
**Tuesday, October 24, 2023**  
**1:30 PM - 3:30 PM**  
**Patrick Heath Public Library**  
**451 N. Main Street**  
**Boerne, TX 78006**  
[Register Here](#)

**Medina County**  
**Tuesday, October 31, 2023**  
**9:30 AM - 11:30 AM**  
**Workforce Solutions Alamo**  
**Hondo Career Center**  
**402 Carter Street**  
**Hondo, TX 78861**  
[Register Here](#)

**Frio County**  
**Tuesday, October 31, 2023**  
**1:30 PM - 3:30 PM**  
**Frio County Conference Room**  
**410 S. Pecan**  
**Pearsall, TX 78061**  
[Register Here](#)

**Wilson County**  
**Wednesday, November 8, 2023**  
**9:30 AM - 11:30 AM**  
**Workforce Solutions Alamo**  
**Floresville Event Center, 600**  
**SH 97 W.: Hall 1 Floresville, TX**  
**78114**  
[Register Here](#)

**Karnes County**  
**Wednesday, November 8, 2023**  
**1:30 PM - 3:30 PM**  
**Karnes County Courthouse**  
**101 N. Panna Maria Avenue**  
**Karnes City, TX 78118**  
[Register Here](#)

[www.workforcesolutionsalamo.org](http://www.workforcesolutionsalamo.org)

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# **Workforce Solutions Alamo**

**Rural Partnership Update  
October 20, 2023**



# Summary

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- In response to concerns raised by the Area Judges in early 2023 and in the interest of addressing the concerns in perpetuity, WSA developed a series of recommendations alongside Partner Staff and Contractors presented to Committee of Six in August.
- Recommendations included establishment of County Workforce Councils to address how performance would be planned, delivered, and reported through a sustainable and continuously improving model.
- The initial work of Community Conversations as a precursor to the creation of County Workforce Councils has begun and reinforces the Local Plan and the implementation of Sector Based Strategy.



# Background

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- In early 2023 Area Judges requested guidance from TWC regarding bifurcation of Workforce Development Area into Urban and Rural citing consistent issues with the Partnership.
- WSA staff presented the final recommendations to the Committee of Six in August in response to the six points established by the *What the Judges Want* document provided on May 22, 2023.
- Point 3 of 6 included reporting on expenditures and number served and reporting on variances.
  - Development of County Workforce Councils to ensure that a strong partnership developed and grown in each county
  - Local input and leadership in a model to develop local Outreach and Action Plans



# Community Conversations: The Power of Partnerships



# Community Conversations

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## **Meeting #1 (Complete): Introduction and Overview**

Key messages include:

- How WSA seeks to come alongside existing work being done in each county.
- WSA focused on Adult Job Seeker, Youth Job Seeker, Childcare customer and provider, and industry as our core audiences.
- WSA also outlined how partners can integrate through the WSA Academy.

## **Meeting #2 (On-Going): Partner Identification and MOU Points**

- Begin working with specific partners to outline elements of Memorandums of Understanding (MOU) as a means of formalizing and sustaining partnerships.

## **Meeting #3 (Planned): Finalization and Cadence**

- Finalize initial group of MOU's and initial Workforce Councils and establish the agenda and cadence for follow-up meetings for each community.



# Local Plan

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Community Conversations are the starting point for development of the Rural/Local Workforce Councils that will support consistent strengthening and evolution of County Outreach and Action Plans.

County Outreach and Action Plans will be substantiated through MOU's that will form the basis of the partnerships in support of the Local Plan.

*Part 1. Board Vision and Strategies, Section B. Board Strategies of the Local Plan (Page 14 and 15)* calls out the Sector Based Strategy which includes the following section:

- ***Sector partners should implement data sharing agreements memoranda of understanding to expedite innovation and promote shared accountability.***
- ***Sector partnerships should leverage cross-system resources.***
- ***Sector partnerships should be guided by intermediary-level governance boards Workforce Solutions Alamo Local Plan 2021-2024.***



# Next Steps

WSA has completed the first round of Community Conversations.

Held Meeting #2 on, Wed., October 4, with Comal and Guadalupe County.

Upcoming Meeting #3 Planned.



## Community Conversations: Discussion 2

Join us for the second discussion of our local community conversations on Workforce Development throughout the Alamo Region.

**Comal County**  
Wednesday, October 4, 2023  
9:30 AM – 11:30 AM  
New Braunfels Food Bank  
1620 S. Seguin Avenue  
New Braunfels, TX 78130  
[Register Here](#)

**Guadalupe County**  
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1:30 PM – 3:30 PM  
Workforce Solutions Alamo  
Seguin Career Center  
1411 E. Court Street  
Seguin, TX 78155  
[Register Here](#)

**Gillespie County**  
Tuesday October 10, 2023  
9:30 AM – 11:30 AM  
Holy Ghost Lutheran Church  
115 E. San Antonio Street  
Fredericksburg, TX 78624  
[Register Here](#)

**Kerr County**  
Tuesday October 10, 2023  
1:30 PM – 3:30 PM  
BCFS Health & Human Services  
1127 E. Main Street Suite 106  
Kerrville, TX 78028  
[Register Here](#)

**McMullen County**  
Thursday, October 19, 2023  
9:30 AM – 11:30 AM  
McMullen County Emergency  
Services building: 306 Live Oak.  
Tilden, TX 78072  
[Register Here](#)

**Atascosa County**  
Thursday, October 19, 2023  
1:30 PM – 3:30 PM  
Pleasanton Civic Center  
115 N. Main Street  
Pleasanton, TX 78064  
[Register Here](#)



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# Questions



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, CEO

**Presented by:** Adrian Perez, CIO

**Date:** October 20, 2023

**Subject:** Board Composition Update – New Childcare Workforce Position

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**Summary:** TWC released WD 21-23 on September 1, 2023, that requires the addition of a representative of the childcare workforce. WSA and Partner Staff are working to ensure a slate is nominated and presented to the Committee of Six on December 6th to include an additional private sector position to maintain the mandated 51% balance of private sector representation. WSA is standing by for any additional direction from TWC regarding any future updates that may be required.

**Background:**

House Bill (HB) 1615, passed during the 88th Texas Legislature, Regular Session (2023), amended Texas Government Code §2308.256 to require each Board to expand its membership to include a representative of the childcare workforce.

Prior to the passing of HB 1615, a Board member who was appointed to represent one of the required categories was required to also have expertise in childcare or early childhood education. The requirement, as set forth in Texas Government Code §2308.256(g), was repealed with the passing of HB 1615. Section 2308.256(g) outlined the previous childcare requirement.

This position on the WSA Board filling the previous requirement associated with childcare also fulfilled a Community Based Organization requirement. The Board must have a minimum of 15% of Organized Labor and Community Based Organization representation. Because of this, that board member will remain on the WSA Board.

On August 15, 2023, the Texas Workforce Commission's three-member Commission adopted the definition of "childcare workforce representative" as follows:

- Board composition requirements now include a stand-alone representative of the childcare workforce;

- A Board representative of the childcare workforce must be a current owner or director of a childcare provider that is licensed by or registered with the Texas Health and Human Services Commission's Child Care Regulation department;
- The addition of the childcare workforce representative may result in an increase to the minimum number of members needed to meet requirements for private-sector businesses and organized labor or community-based organizations (CBOs).

Boards must be composed of a minimum of 27 members, including the following representatives:

- Fourteen from private sector businesses;
- Four from organized labor and CBOs;
- Two from educational agencies;
- One from vocational rehabilitation agencies;
- One from public assistance agencies;
- One from economic development agencies;
- One from the public employment service;
- One from local literacy councils;
- One from adult basic and continuing education organizations; and
- One from the childcare workforce.

**Fiscal Impact:** No fiscal impact.

**Recommendation:** This is an informational item. No action is requested at this time.

**Next Steps:** WSA and Partner staff are recruiting for Board Membership for the childcare workforce and additional private sector position during the December 6<sup>th</sup> Committee of Six Meeting. The December 5<sup>th</sup> Board Meeting will either be rescheduled for January, or any action will have to be recertified once WSA is in compliance with the Board Composition now required.

**Attachments:**

WD 21-23

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

<b>ID/No:</b>	WD 21-23
<b>Date:</b>	September 1, 2023
<b>Keyword:</b>	Administration; Child Care; WIOA
<b>Effective:</b>	Immediately

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



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

**Subject:** **Local Workforce Development Board Membership**

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**PURPOSE:**

The purpose of this WD Letter is to provide Local Workforce Development Boards (Boards) with guidance on Board member composition relating to the new requirement for representation from the child care workforce.

**RESCISSIONS:**

None

**BACKGROUND:**

House Bill (HB) 1615, passed during the 88th Texas Legislature, Regular Session (2023), amended Texas Government Code §2308.256 to require each Board to expand its membership to include a representative of the child care workforce. Prior to the passing of HB 1615, a Board member who was appointed to represent one of the required categories was required to also have expertise in child care or early childhood education. The requirement, as set forth in Texas Government Code §2308.256(g), was repealed with the passing of HB 1615.

On August 15, 2023, the Texas Workforce Commission's three-member Commission adopted the definition of "child care workforce representative."

**PROCEDURES:**

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

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

**NLF:** Boards must be aware that:

- Board composition requirements now include a stand-alone representative of the child care workforce;
- a Board representative of the child care workforce must be a current owner or director of a child care provider that is licensed by or registered with the Texas Health and Human Services Commission’s Child Care Regulation department;
- the child care workforce representative must be selected from individuals recommended by interested organizations, as set forth in Texas Government Code §2308.256(e); and
- the addition of the child care workforce representative may result in an increase to the minimum number of members needed to meet requirements for private-sector businesses and organized labor or community-based organizations (CBOs).

**NLF:** Boards must be composed of a minimum of 27 members, including the following representatives:

- Fourteen from private-sector businesses;
- Four from organized labor and CBOs;
- Two from educational agencies;
- One from vocational rehabilitation agencies;
- One from public assistance agencies;
- One from economic development agencies;
- One from the public employment service;
- One from local literacy councils;
- One from adult basic and continuing education organizations; and
- One from the child care workforce.

**NLF:** Boards must be aware that if, as of the date of this WD Letter, a current Board member who represents one of the other required categories (such as a private-sector business or a CBO) also meets the criteria for a representative of the child care workforce:

- the Board member may serve in both roles until the expiration of the Board member's current term; and
- the Board must appoint any new Board members necessary to meet the requirements of this WD Letter within 90 days of the expiration of the Board member's current term.

**NLF:** If no current Board members meet the criteria for a representative of the child care workforce, the Board must appoint the child care workforce representative, along with any other new members necessary to meet the requirements of this WD Letter, by November 30, 2023.

**NLF:** Boards must be aware that the veterans special requirement, as set forth in Texas Government Code §2308.256(h), remains the same.

**INQUIRIES:**

Send inquiries regarding this WD Letter to [wfpolicy.clarifications@twc.texas.gov](mailto:wfpolicy.clarifications@twc.texas.gov).

**REFERENCES:**

20 CFR §679.320

Texas Government Code §2308.256

House Bill 1615, 88th Texas Legislature, Regular Session (2023)

Chief Elected Official's Membership Guide for Local Workforce Development Boards



# Workforce Solutions Alamo

**Board Composition Update  
October 20, 2023**



# Summary

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- TWC released WD 21-23 on September 1, 2023, that requires the addition of a representative of the childcare workforce.
- WSA and Partner Staff are working to ensure a slate is nominated and presented to the Committee of Six on December 6th to include an additional private sector position to maintain the mandated 51% balance of private sector representation.
- WSA is standing by for any additional direction from TWC regarding any future updates that may be required.



# Background

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- House Bill (HB) 1615 is requiring each Board to expand its membership to include a representative of the childcare workforce.
- Prior to the passing of HB 1615, a Board member who was appointed to represent one of the required categories was required to also have expertise in childcare or early childhood education.
  - The requirement, as set forth in Texas Government Code §2308.256(g), was repealed with the passing of HB 1615.
- On August 15, 2023, the Texas Workforce Commission's three-member Commission adopted the definition of "childcare workforce representative."
- On September 1, 2023, TWC issued Workforce Development Letter 12-23 providing administrative guidance with a deadline of November 30, 2023, for implementation.



# Childcare Workforce Position

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- Board composition requirements now include a stand-alone representative of the childcare workforce;
- Board representative of the childcare workforce must be a current owner or director of a childcare provider that is licensed by or registered with the Texas Health and Human Services Commission's Child Care Regulation department.



# WSA Board Composition

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- The addition of the childcare workforce representative may result in an increase to the minimum number of members needed to meet requirements for private sector businesses and organized labor or community-based organizations (CBOs).
- Boards must be composed of a minimum of 27 members.
- Texas was grandfathered into a 15% Labor and CBO representation requirement.
- DOL may at some point in the future require Texas to adjust to the current 20% requirement.
- This would then require additional appointments.

# Next Steps

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WSA and Partner staff are recruiting for Board Membership for the childcare workforce and additional private sector position during the December 6<sup>th</sup> Committee of Six Meeting.

The December 5<sup>th</sup> Board Meeting has been rescheduled for November 17<sup>th</sup> to be in compliance with the Board Composition now required.



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# Questions





# CEO REPORT



# Letters of Support

- **The University of Texas at San Antonio (UTSA):** UTSA is proposing to lead the Texas Strategic Technologies Acceleration Region (TX-STAR) to establish a Tech Hub in Advanced Air Mobility (AAM) in response to the U.S. Economic Development Administration's FY2023 Regional Technology and Innovation Hub Program. Building the tech hub and participation in a consortium with a focus on Advanced Air Mobility are strategies that would further enhance the organizational mission and vision and would build partnerships in an exciting and cutting-edge industry.
- **Del Mar College:** Submitted an application for new Apprenticeship Programs to create opportunities to train carpenters, plumbers, masons, and electricians.



# CHAIR REPORT



WORKFORCE SOLUTIONS ALAMO BOARD  
2023 DEMOGRAPHICS

Place Number	WSA BOARD MEMBER	CATEGORY	COMPANY	INDUSTRY	INITIAL CERTIFICATION	CURRENT TERM	GENDER	RACE	HISPANIC	CC	URBAN/RURAL	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	Health Care, Social Assist	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, Social Assist	12/8/2021	01/01/2022-12/31/2024	F	White	Y	N	U	N
6	Anthony Magaro	Private Sector	SWRi	Professional, Tech	2/1/2021	02/01/2021-12/31/2023	M	White	N	N	U	N
7	Yousef Kassim	Private Sector	E-Legal, Inc. EasyExpun	Professional, Tech	12/5/2017	01/01/2021-12/31/2023	M	Other	N	N	U	N
8	Benjamin Peavy	Private Sector	Accenture Federal Services	Professional, Tech	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	N
10	Lowell Keig	Public Employment	TWC	Public Administration	5/1/2022	05/01/2022-12/31/2024	M	White	N	N	U	N
11	Diana Kenny	Private Sector	Assessment Intervention	Health Care, Social Assist	10/8/2019	01/01/2021-12/31/2023	F	White	N	N	U	N
12	Robby Brown	Private Sector	DocuMation	Other Services	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	Y	N	U	N
14	Eric Cooper	CBO	San Antonio Foodbank	Health Care, Social Assist	5/3/2016	01/01/2022-12/31/2024	M	White	N	N	U	N
15	Elizabeth Lutz	CBO	Bexar County Community	Health Care, Social Assist	2/25/2014	01/25/2023-12/31/2025	F	White	Y	N	U	N
16	Ana DeHoyos O'Connor	CBO	YMCA	Other Services	1/1/2021	01/01/2022-12/31/2024	F	White	Y	Y	U	N
17	Dr. Burnie Roper	Education	Lackland ISD	Educational Services	11/16/2015	01/01/2021-12/31/2023	M	Black	N	N	U	Y
18	Dr. Sammi Morrill	Education	Alamo Colleges District	Educational Services	1/7/2020	01/25/2023-12/31/2025	F	White	N	N	U	N
19	Angelique De Oliveira	ABE	Goodwill Industries of SA	Health Care, Social Assist	1/5/2021	01/05/2021-12/31/2023	F	White	N	N	U	N
20	Joshua Schneuker	Econ. Dev.	Seguin Economic Dev. Corp	Public Administration	7/31/2023	07/31/2023-12/31/2024	M	White	Y	N	R	N
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	Educational Services	9/1/2020	01/01/2022-12/31/2024	F	White	N	N	U	N
23	Allison Greer Francis	Public Assistance	The Center for Health Cente	Health Care, Social Assist	2/1/2021	02/01/2021-12/31/2023	F	White	N	N	U	N
24	JR Trevino	Private Sector	Treco Enterprise, Inc	Construction	9/1/2022	09/01/2022-12/31/2024	M	White	Y	N	U	N
25	Dawn Dixon	Voc. Rehabilitation	Warm Springs Foundation	Health Care, Social Assist	1/1/2021	01/01/2021-12/31/2023	F	White	N	N	U	N
26		Child Care										
27		Private Sector										

PRIVATE SECTOR	14	52%
COMMUNITY BASED ORGANIZATION (CBO)	3	11%
LABOR	1	4%
EDUCATION	2	7%
PUBLIC EMPLOYMENT	1	4%
ADULT BASIC CONTINUING EDUCATION	1	4%
ECONOMIC DEVELOPMENT	1	4%
PUBLIC ASSISTANCE	1	4%
VOCATIONAL REHABILITATION	1	4%
LITERACY	1	4%
CHILD CARE	1	4%
	27	100%

Female	14	52%
Male	11	41%

Child Care Reps. 1  
Vet. Reps. 2

Black	2	7%
White	22	81%
Other	1	4%

Hispanic	7	26%
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		MALE				FEMALE				TOTAL	
RACE	#BOARD	BOARD %	WD AREA %		#BOARD	BOARD %	WD AREA %		#BOARD	BOARD %	WD AREA %
White	6	24%	21.54%		9	36%	18.64%		15	60%	40.18%
Black	2	8%	2.81%		0	0%	2.83%		2	8%	5.64%
Hispanic	2	8%	27.26%		5	20%	23.77%		7	28%	51.03%
Other	1	4%	1.63%		0	0%	1.52%		1	4%	3.15%
TOTAL	11	44%	53.24%		14	56%	46.76%		25	100%	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	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUNE '23	JUL '23	AUG '23	SEPT '23	OCT '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													38	38	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y						
	EXECUTIVE COMMITTEE			Y			Y		Y		Y		Y						
	AUDIT & FINANCE COMMITTEE (CHAIR)			E			Y		Y	Y	Y		Y		Y				
	HR COMMITTEE																		
	YOUTH COMMITTEE													Y					
2	<b>Betty Munoz</b>	Private Sect.	01/01/2022 - 12/31/2024													26	26	0	100%
	BOARD OF DIRECTORS				Y		E		Y		Y		E						
	EARLY CARE & EDUCATION COMMITTEE			Y		Y		Y		Y	E			Y					
	HR COMMITTEE																		
	NOMINATIONS COMMITTEE			U															
3	<b>Becky Butler Cap</b>	Private Sect.	01/25/2023-12/31/2025													7	7	0	100%
	BOARD OF DIRECTORS						Y		E		Y		Y						
	OVERSIGHT COMMITTEE														E				
	STRATEGIC COMMITTEE												Y						
	YOUTH COMMITTEE													Y					
4	<b>Leslie Cantu (BOARD CHAIR)</b>	Private Sect.	01/01/2021-12/31/2023													72	72	0	100%
	BOARD OF DIRECTORS				Y		Y		E		Y		Y						
	EXECUTIVE COMMITTEE			Y			Y		Y		Y		Y						
	AUDIT & FINANCE COMMITTEE			Y			Y		E	Y	Y		Y		Y				
	EARLY CARE & EDUCATION COMMITTEE			Y						Y		Y		Y					
	HR COMMITTEE (CHAIR)																		
	OVERSIGHT COMMITTEE			Y			Y		Y	Y			Y		Y				
	STRATEGIC COMMITTEE			Y		Y		Y		Y		Y		Y					
	YOUTH COMMITTEE									Y				Y					
5	<b>Esmeralda Perez</b>	Private Sect.	01/01/2022 - 12/31/2024													20	20	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y						
	OVERSIGHT COMMITTEE			Y			Y		Y	E			E		Y				
6	<b>Anthony Magaro</b>	Private Sect.	02/01/2021-12/31/2024													29	28	1	97%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y						
	EXECUTIVE COMMITTEE			Y			E		U		Y		Y						
	HR COMMITTEE																		
	NOMINATIONS COMMITTEE (CHAIR)			Y															
	STRATEGIC COMMITTEE			E		Y		Y		Y		U		Y					
	YOUTH COMMITTEE									Y				Y					
7	<b>Yousef Kassim (SECRETARY)</b>	Private Sect.	01/01/2021-12/31/2023													48	46	2	96%
	BOARD OF DIRECTORS				Y		Y		E		Y		Y						
	EXECUTIVE COMMITTEE						Y		Y		Y		Y						
	AUDIT & FINANCE COMMITTEE			U			E		Y	Y	Y		E		Y				
	EARLY CARE & EDUCATION COMMITTEE			Y		Y		Y		Y		Y		Y					
8	<b>Ben Peavy</b>	Private Sect.	01/01/2021-12/31/2023													33	31	2	94%
	BOARD OF DIRECTORS				Y				Y		Y		Y						
	STRATEGIC COMMITTEE			Y		Y		E		Y		Y		Y					
	YOUTH COMMITTEE									E				Y					
9	<b>Jerry Graeber</b>	Private Sect.	09/01/2022 - 12/31/2024													6	6	0	100%
	BOARD OF DIRECTORS				E		Y		Y		Y		E						
10	<b>Lowell Keig</b>	Public Empl.	06/01/2022 - 12/31/2024													14	14	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y						
	STRATEGIC COMMITTEE			Y		Y		Y		Y		Y		Y					
11	<b>Diana Kenny</b>	Private Sect.	12/18/18-12/31/2022													13	13	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y		Y						
	HR COMMITTEE																		

WORKFORCE SOLUTIONS ALAMO BOARD  
2023 ATTENDANCE

Place #	WSA BOARD MEMBER	CATEGORY	CURRENT TERM	NOV '22	DEC '22	JAN '23	FEB '23	MAR '23	APR '23	MAY '23	JUNE '23	JUL '23	AUG '23	SEPT '23	OCT '23	Number of Meetings	Meetings Attended/Excused	Number of Unexcused Absences	Total %
12	<b>Robby Brown</b>	Private Sect.	06/21/2023-12/31/2023													2	2	0	100%
	BOARD OF DIRECTORS										Y			E					
13	<b>Lisa Navarro Gonzales</b>	Private Sect.	01/01/2021-12/31/2023													25	22	3	88%
	BOARD OF DIRECTORS				E		Y		Y		Y			Y					
	AUDIT & FINANCE COMMITTEE			Y			Y		U	U	U		Y		Y				
14	<b>Eric Cooper</b>	CBO	1/01/2022 - 12/31/2024													39	39	0	100%
	BOARD OF DIRECTORS				Y		Y			Y	Y			Y					
	EXECUTIVE COMMITTEE			Y			Y				E		Y						
	STRATEGIC COMMITTEE (CHAIR)			Y		Y		Y	Y	Y		Y		Y					
15	<b>Elizabeth Lutz</b>	CBO	01/25/2023-12/31/2025													32	26	6	81%
	BOARD OF DIRECTORS				Y		Y		Y		Y			U					
	EARLY CARE & EDUCATION COMMITTEE			U		Y		U		Y		Y		Y					
16	<b>Ana DeHoyos O'Conner</b>	CBO	1/01/2022 - 12/31/2024													29	29	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y			Y					
	EXECUTIVE COMMITTEE			Y			Y		Y		Y		Y						
	EARLY CARE & EDUCATION COMMITTEE (CHAIR)			Y		Y		Y		Y		Y		Y					
	NOMINATIONS COMMITTEE			Y															
17	<b>Dr. Burnie Roper</b>	Education	01/01/2021-12/31/2023													14	13	1	93%
	BOARD OF DIRECTORS				Y		Y				E			U					
	YOUTH COMMITTEE									Y				Y					
18	<b>Dr. Sammie Morrill</b>	Education	01/25/2023-12/31/2025													34	33	1	97%
	BOARD OF DIRECTORS				Y		Y		E		Y			Y					
	EXECUTIVE COMMITTEE			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													27	22	5	81%
	BOARD OF DIRECTORS				Y		Y		Y		U			Y					
	STRATEGIC COMMITTEE			Y		U		Y		Y		Y		E					
20	<b>Joshua Schnueker</b>	Econ. Dev.	07/31/2023 12/31/2024													1	1	0	100%
	BOARD OF DIRECTORS													Y					
21	<b>Mitchell Shane Denn</b>	Labor	01/01/2022 - 12/31/2024													42	38	4	90%
	BOARD OF DIRECTORS				Y		Y		E		Y			Y					
	AUDIT & FINANCE COMMITTEE			Y			Y		Y	E	U		Y		Y				
	STRATEGIC COMMITTEE			Y		Y		Y		Y		Y		Y					
22	<b>Kelli Rhodes</b>	Literacy	1/01/2022 - 12/31/2024													17	17	0	100%
	BOARD OF DIRECTORS				Y		Y		Y		Y			Y					
	YOUTH COMMITTEE									Y				Y					
23	<b>Allison Greer Francis</b>	Public Assist.	02/01/2021-12/32/2024													21	19	2	90%
	BOARD OF DIRECTORS				Y		Y		Y		E			Y					
	OVERSIGHT COMMITTEE			Y			Y		E	E			U		Y				
24	<b>JR Trevino</b>	Private Sect.	09/01/2022 - 12/31/2024													7	7	0	100%
	BOARD OF DIRECTORS				Y		E		E		Y			Y					
	NOMINATIONS COMMITTEE			Y															
25	<b>Dawn Dixon</b>	Rehabilitation	01/01/2021-12/31/2023													22	22	0	100%
	BOARD OF DIRECTORS				E		Y		E		Y			E					
	EARLY CARE & EDUCATION COMMITTEE			Y		E		Y		Y		Y		E					
26																			
	BOARD OF DIRECTORS																		
27																			
	BOARD OF DIRECTORS																		

Last Date Updated: 08/14/2023

Average: 92.32%