



EXECUTIVE COMMITTEE MEETING

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
August 10, 2020
1:00 PM

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

Citizens may appear before the Committee to speak for or against any item on the Agenda in accordance with procedural rules governing meetings. Speakers are limited to three (3) minutes on each topic (6 minutes if translation is needed) if they register at the beginning of meeting. Questions relating to these rules may be directed to Linda G. Martinez at (210) 581-1093.

To protect the health of the public and limit the potential spread of COVID 19 as directed by Governor of Texas, Bexar County and City of San Antonio, WSA will hold this meeting via videoconferencing. The meeting will be held in compliance with the suspended provisions of the Texas Open Meetings Act. For those members of the public that would like to participate, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Linda G. Martinez, (210) 581-1093.

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Juan Solis III, Chair (1:00pm - 1:05pm / 5 min.)
- II. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Juan Solis III, Chair
- III. PUBLIC COMMENT
Presenter: Juan Solis III, Chair
- IV. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)pg. 3
Presenter: Juan Solis III, Chair
 - a. Board Meeting June 5, 2020 Minutes
- V. AUDIT & FINANCE COMMITTEE (DISCUSSION AND POSSIBLE ACTION)
Presenter: Mary Batch, Chair (1:05pm-1:15pm / 10 min.)
 - a. Annual Budget FY21.....pg. 9
 - b. Financial Reportspg. 20
- VI. CONTRACT RENEWALS (DISCUSSION AND POSSIBLE ACTION)
Presenter: Mark Milton, COO (1:15pm-1:25pm / 10 min.)
 - a. Contract Renewals for Adult & Youth Servicespg. 28
- VII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)
Presenter: Doug Watson, Chair (1:25pm-1:35pm / 10 min.)
 - a. Monthly Performancepg. 51
 - b. Child Care Services & Provider Transferspg. 82

- c. TRS Discount Discussion.....pg. 89
- d. Quality Assurancepg. 96

VIII. CHAIR REPORT

Presenter: Juan Solis III, Chair (1:35pm-1:45pm / 10 min.)

- a. Funding Agreement under CARES Act for WSA as Service Provider with Bexar County ...pg. 109
- b. Funding Agreement under CARES Act for WSA as Service Provider with City of San Antonio .pg. 116

IX. CEO Report

Presenter: Adrian Lopez, CEO (1:45pm-2:00pm /15 min.)

- a. Summary Budget Presentationpg. 122
- b. Unemployment Claims and Response- C2 & SERCOpg. 134
- c. WSA Website Update
- d. WSA Board Staff Donation items to Foster Care Program

X. Next Meeting: October 2, 2020

XI. Executive Session (2:00pm-2:30pm / 30 min.):

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

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

XII. ADJOURNMENT

Presenter: Juan Solis III, Chair



Workforce Solutions Alamo

EXECUTIVE COMMITTEE MEETING MINUTES

100 N. Santa Rosa, Suite 101

San Antonio, TX 78207

June 5, 2020

9:00 a.m.

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Attendees: Juan Solis, III (Chair), Ben Peavy, Ravae Villafranca Shaeffer, Doug Watson, Elizabeth Lutz, Leslie Cantu, John Blaylock, Dr. Sammi Morrill

Partners: Pooja Tripathi, Ana Acevedo for David Meadows

WSA Counsel: Frank Burney

Staff: Adrian Lopez, CEO, Louis Tatum, Ricardo Ramirez, Linda G. Martinez, Angela Bush, Barbetta Womack, Donald Long, (Guest), Gabriela Horbach, Joshua Villela, LaVonnia Horne-Williams, Michael DeFrees, Michael Del Torro, (Guest), Melissa Sadler-Nitu, Roberto Corral, Tony Martinez, Mark Milton

I. Call to Order and Quorum Determination

At 9:05 a.m., Chair Solis called the meeting to order. The roll was called, and a quorum was declared present.

II. Roll Call

Presenter: Chair Solis

III. Declarations of Conflict of Interest

Presenter: Chair Solis

None

IV. Public Comment

Presenter: Chair Solis

None

V. Consent Agenda: Discussion and possible action.

Presenter: Chair Solis

- a. Prior meeting minutes for February 14, 2020
- b. Budget Amendment #3
- c. Check signing policy: Mr. Ben Peavy asked for clarification. Louis replied that every effort will be made to have two signatories on all checks except in crisis like, COVID.

Upon motion by Mr. Watson and second by Ms. Villafranca Shaeffer, the Committee unanimously approved items V (a - c).

VI. Audit and Finance Committee Report:

a. 2018 – 2019 Audit Report:

- Auditor provided a review of the annual report and WSA had an unmodified (clean) report.
- Auditor reviewed specific programs with federal funds due to the large allocation
- Auditors performed the review in accordance with generally accepted auditing standards of the United States and government accounting standards
- DOL report was reviewed in connection with the report. Chair Solis congratulated accounting staff for clean audit.
- Chairman Solis commented all information that comes from our audit area, is accurate and we can count on; especially when making our decisions. The key for everyone to understand as we move forward, we are growing and getting stronger and the fundamental focus is fiscal and that is major. And because our ability to look at the different funding accountabilities is important. This is the fourth year we have completed the audit without any issues, which I think is tremendous. Congratulations to Louis Tatum, CFO and his Fiscal Team, who are good stewards of our funding. Fiduciary responsibility is fundamental.
- Mr. Peavy commented, great to see WSA is managing their financials. We may need some extra oversight going forward. Possibly having quarterly check points to make sure we are handling all the incoming funds appropriately. And we're shifting around things, for example, the SEAL Program, taken out. I don't want us to be in a situation in a year from now completing an audit and find that we screwed up or did something wrong. Maybe we need a little more control or oversight, due to all the changes and uncertain times that require greater audit scrutiny due to the additional funds.

- Chair Solis commented he will check with Audit & Finance Committee Chair, Mary Batch, for a more frequent meetings beyond what we currently do. Not a bad idea and should increase the meetings due to the additional funding.
 - Mr. Lopez commented, while at the City Council meeting when they passed the CARES ACT funding and the investment into Workforce, they required for WSA to report out the financials every month to the that respective committee for those dollars.
- b. Finance Reports: Mr. Tatum reviewed the Finance Committee report
- WSA currently has a couple of vacant positions throughout the fiscal year.
 - One grant expired on April 30 and \$10K was not expensed and will be returned to grantor. Funding was not expensed for Shared Services and the expenses were limited on what we could spend.
 - Mr. Doug Watson asked: why could we not spend the \$10K?
 - Louis deferred to Tony Martinez. Tony commented TWC sent an email and it was for basic services.
- c. Procurements Reports/Update:
- Ms. Williams reported on leasehold improvements at the field offices.
 - COVID-related improvements are being made. She also reviewed other procurement efforts for re-opening of all centers.
 - Chair Solis asked that if adequate Personal Protective Equipment (PPE) and other cleaning supplies are sufficient for operations of the centers.
 - Ms. Williams is using best efforts to ensure adequate supplies for all facilities are available.
 - TWC has provided suppliers that can help us get these items quickly. LaVonnia stated that she has done an overstock of hand sanitizer and gloves and masks will be the next thing she is expecting to come in.
 - Chair Solis asked, 'what does a kit look like for one of our centers, for example, how many gallons of sanitizer, how many gloves/masks are providing?
 - LaVonnia is working with Rebecca Hernandez, Facilities person for all the centers. She was going to provide an estimate of the number of employees. For example, Data Point Center, if she tells me there are one hundred employees; we provided them with three hundred masks and two gallons and in addition to four quarts of hand sanitizer, four hundred gloves, Clorox wipes, which were items we were able to locate early on in the process. We also provided them with paper towels to they can wipe their keyboard, desks, etc. They also were provided spray bottles to clean the office areas.
 - Chair Solis asked if the three hundred masks that were provided for staff, was calculated in the event clients arrive to the center and do not have a mask.
 - Mr. Watson asked what our policy will be, if someone does not want to wear one.
 - Chair Solis replied that he would like to make in mandatory that clients have to wear a mask. that a notice be posted at all facilities informing clients may enter without masks.
 - Mr. Watson asked and if they don't?
 - Chair Solis replied, then they will not be allowed to enter
 - Mr. Watson, is that enforceable?
 - Chair Solis, yes. For example, with all the technology, if someone walks in and

with a fever, we cannot service them. However, they can still go to their vehicle, we can call them and/or Zoom with them, using our technology while they are in their vehicle, they just cannot come into the center. There is some room for us to make it mandatory.

- Frank Burney stated that WSA can require wearing of masks is mandatory and WSA should post signs on the outside that basically says masks are required.
- Chair Solis commented, center managers will be reminding clients of social distancing and wearing masks will be mandated.
- Frank Burney also stated Board doesn't need to approve making masks mandatory
- Mark Milton commented TWC required that WSA submit the re-opening

Upon motion by Director Ravae Shaeffer and second by Director Watson, the Committee unanimously approved item VI(a).

VII. Human Resources:

Presenter: Adrian Lopez

a. WSA Employee Handbook briefing:

- In process to revise entire policy. Last major update was 2013
- Modeled policies after organizations such as Texas Workforce Commission and other workforce boards
- Staff input was solicited and being addressed.
- Sample issues being addressed are job posting and application processes, standardized trainings, conflict management/disciplinary coaching, as well as PTO, emergency leave bank, telecommute and attendance policies.
- HR Committee will review policy before going before Board.
- Benjamin Peavy suggested that we maintain a united type culture while ensuring the focus is assisting people with employment rather than creating a "megaphone" culture. Mr. Adrian Lopez responded by stating we adopted a software called, "Lighthouse" where staff can voice their thoughts/complaints anonymously and that there has not been one incident to that platform.

b. Organizational Review:

- Mr. Lopez reported that Ms. Lisa Bartee successfully completed HR certification.
- A HR consultant (Mr. Long with Management Advisory Group) was hired to assess positions according to compensation and classification. Mr. Long reported on its study of organizational review of WSA. He recommended some changes in job classification and noted salaries are low on the average as compared to similar organizations.
- Director Watson noted that position for Child Care supervisor is not being addressed.
- Mr. Long requested Board consideration of revised compensation plan and organizational structure with four possible options.
 - o Option 1: Minimum Plan
 - o Option 2: Time in Position Plan
 - o Option 3: Range Penetration Plan

- Option 4: Across Board, Minimum, Time in Position
- Changes would go into effect beginning July 2020.
- Chair Solis asked whether allocation of staff resources addresses programs priorities.
- Direction is to have HR Committee review the report before Board consideration.
- Professional Employer Organization (PEO) was recommended

c. HR Consultant:

- Procurement of consultant is underway by Ms. Williams as a small contract RFP.

VIII. Oversight Committee Report:

- Chair Watson reviewed performance of programs.

a. Monthly performance

- Meeting or exceeding all measures as of March 2020.
- Mr. Watson and Mr. Milton will be meeting to review charts. He welcomed suggestions.

b. Childcare services:

- Chair reported that \$17M had recently been allocated to WSA for childcare costs for essential workers and keeping childcare centers funded during pandemic.
- 10,227 children enrolled in March.
- Child Care centers were paid out for March, April and May.
- Funds were provided to both closed and open childcare centers. Additional funds were provided to open centers.
- Childcare for about 3,000 children was provided for essential workers.

IX. CEO Report:

Presenter: Adrian Lopez

a. Briefing on County and City Workforce Proposals:

- Mr. Lopez reported on major allocations of funds (\$100M+) from COSA and Bexar County for workforce training.
- Contracts are being finalized with both entities.
- Director Morrill had some questions regarding *uniform* performance requirements (accountability and reporting) of such contracts which she will discuss with staff.

b. Plan to Reopen 16 Workforce Centers:

- Mr. Lopez has been working with TWC on re-opening schedules for all urban and rural centers, with primary focus on staff and client safety due to the COVID pandemic.
- Centers will be gradually opened based on appointments and then opened for public

access to monitor safe distancing.

- Chair noted adaptability to access services virtually in addition to call centers.
- Wi-Fi access is a priority. Staff will evaluate Wi-Fi accessibility in all centers. –
- There is a question as to funding by COSA and Bexar County.

X. **Executive Session: None**

XI. Adjournment

Presenter: Chair Solis. adjourned at 11:03a.m.

There being no further business, a motion was made by Director Ravae Shaeffer and second by Dr. Morrill that the meeting adjourn. The motion carried unanimously. The meeting

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MEMORANDUM

To: Executive Committee
From: Louis Tatum, CFO
Presented by: Louis Tatum, CFO
Date: August 10, 2020
Regarding: Annual Budget Approval

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.

The Budget Allocations are presented in the following sections:

- Board Administration or Corporate Budget
- Facilities Budget - Rent and support of the facilities and other items to support the contractor staff, software, supplies, and equipment.
- Special Projects- Infrastructure Support (VR), SEAL, Child Care Attendance Automation, Workforce Initiatives, and other Non-Federal Projects.
- Contractor Budget for Adult, Youth, and Childcare Services.

STAFF RECOMMENDATION:

Discussion and possible action to approve the Annual Budget for the period of October 1, 2020 to September 30, 2021. The budget will be amended after the final allocations are received and the close-out of the current fiscal year. WSA is expecting to realign the budget with carryover and actual allocations in January of 2021.

STRATEGIC OBJECTIVE:

The adoption of 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

Listed below are the major changes in Fiscal Year 2020-2021, as compared to the FY 2019-2020 initial budget that was presented to the board in August of 2019. Comparing the initial budgets allows WSA to perform an accurate analysis of initial allocations and estimates.

Board Administrative Budget

Personnel			
	FY 2020-2021 Budget	FY 2019- 2020 Budget	Comments
1. FTEs	42.5	43	<p>The prior FY20 budget funded a total of 43 positions (excluding 3 temporary positions). As of July 2020, WSA staffing funded 42.5 FTE. There is a net decrease in personnel .5 FTE.</p> <p>New Positions (5.5): 1 Chief Information Officer 1 Director of Child Care 1 Community Initiative Manager 1 Public & Govt. Relations Manager 1 MIS Administrative Assistant .5 Accountant I</p> <p>Eliminated Positions (6): 1 Business Engagement Mgr. (Rural) 1 Business Engagement Mgr. (Urban) 1 Social Media Marketing Coordinator 1 Quality Initiative Mgr. 1 Director of Analytics/Perf. /Strategy 1 Board of Director Liaison</p> <p>Vacant Positions: 1 Monitor 1 Director of Childcare 1 MIS Administrative Assistant</p> <p>FTE Summary: 39 Current FTE 3 Vacant Positions .5 Accountant (Funded through 3/31)</p>
Salary Schedule Reconciliation			
Base Salary FY 2018-2019	\$3,011,498	\$3,019,213	Increase: \$17,608
2. Change in Positions in Base Rate	\$61,079		.5 FTE decrease in overall positions; the increases in salaries are attributed to changes in positions and market-rate salary adjustments from the organizational review.

3. Increases	\$53,636		A result of performance evaluations and merit increases.
Total Salary	\$3,126,213	\$3,019,213	Increase \$ 107,000 or 4%
Fringe Benefits	\$1,003,476	\$834,822	Increase \$168,654 or 20%; WSA is projecting an increase in health insurance upon renewal in January of 2021.

The current budget has a Director of Child Care and a Monitor that WSA plans to fill before 10/1/20.

Facilities

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Rent	\$325,000	\$340,000	Decrease of (\$15,000) Contractor staff housed at Corporate Office shared cost is allocated to service delivery contracts.

Equipment/Related Costs

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Software Maintenance/Support	\$40,000	\$35,000	Increase of \$5,000 Additional licenses for additional utilization of technology.

General Office Expense

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Office Supplies	\$30,000	\$34,000	Decrease (\$4,000) Office supplies for FY20 were approximately \$27,000. The implementation of paperless systems has created savings in consumable supplies.
Storage	\$12,000	\$8,000	Increase of \$4,000 Facility renovations have increased the need for storage space.
Marketing	\$90,000	\$50,000	Decrease of (\$40,000) Marketing that targets job seekers and programs are billable to Service Delivery.
Miscellaneous Cost	\$5,000	\$10,000	Decrease of (\$5,000) Actual cost for FY20 was \$2,000.

Professional Services

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Legal-Other Matters	\$30,000	\$85,000	Decrease of (\$55,000) Actual legal fees have significantly decreased; FY20 legal fees were approximately \$30,000.
Monitoring	\$300,000	\$290,000	Decrease of (\$10,000) Monitoring cost have decreased due to decrease in travel expenditures.
Professional Fees	\$172,000	\$225,000	Increase of \$53,000 Professional fees include Website maintenance & design, and updates to the board plan. Other professional fees are related to human resources and accounting such as benefits plans, employee screening, and upgrades to accounting software modules.
PEO-Payroll Fees	\$55,000	\$0	Increase of \$55,000 This cost is budgeted at approximately \$40-\$45 per employee per pay period. Additional set up cost of \$7,500-\$10,000 are also projected.

Board Expenses the following changes

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Board Member Expense	\$35,000	\$35,000	WSA is expecting these costs to remain consistent with FY20.

Overall Administrative Budget

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Board Budget (admin budget)	\$5,913,689	\$5,685,034	Increase \$228,655 or 4% Changes to staffing and other adjustments.

Facility Budget

Listed below are the major changes in the Facility Budget.

WSA maintains five (5) centers in San Antonio and eleven (11) centers in the adjacent counties. In the past year, we have procured space and/or updated the facilities for the Workforce Center located at E. Houston in San Antonio, and the Workforce Center located in Seguin.

We have several rural offices that have TWC VR staff and currently in the process of developing a plan to move additional TWC VR staff into several urban centers.

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Facility	\$4,550,200	\$4,977,776	Decrease (\$427,576) WSA is not projecting any additional facilities or renovation in FY21.

Reserve

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Reserved /Unobligated	\$2,326,487	\$5,326,399	Decrease (\$2,999,912) The primary adjustment is due to the reduction of childcare carryover funds from prior fiscal year.

Contractors

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Service Delivery	\$91,297,187	\$87,527,174	Increase of \$3,770,013 Although WSA experienced a \$1.6M reduction in WIOA, the City of San Antonio and BEXAR County have provided additional programs to stabilize funding in FY21.

Overall Budget

	FY 2020-2021 Budget	FY 2019-2020 Budget	Comments
Annual Board Budget	\$105,121,499	\$104,878,361	Increase \$243,138

ATTACHMENTS:

Budget and Allocations

Allocations by County

Proposed Budget

WORFORCE SOLUTIONS ALAMO

BUDGET AND ALLOCATIONS

OCTOBER 01, 2020 - SEPTEMBER 30,2021

	REVENUE	EXPENDITURES				
Funding Source	Annual Budget 2020 2021	Board Budget	Facilities	Projects	Contractors	RESERVED- UNOBLIGATED
WIOA ADULT	3,028,048	494,936	357,803		2,175,309	
WIOA DISLOCATED	4,119,489	673,333	486,771		2,959,385	
WIOA YOUTH	3,266,806	643,871	386,015		2,236,919	
WIOA RAPID RESPONSE	50,000	-	-	-	50,000	
TANF	6,169,544	1,210,099	874,813		4,084,632	
SNAP E&T	1,886,220	369,965	267,457		1,248,798	
NON CUSTODIAL PARENT	437,578	23,086	15,000		399,492	
CHILD CARE CCF	56,727,425	1,793,966	622,054	150,000	52,946,968	1,214,437
CHILD CARE CCM	7,099,175	-	-		6,099,175	1,000,000
CHILD CARE CCP	5,393,590	300,000	-		5,093,590	
TRADE ACT SERVICES	470,000	-	-		470,000	
EMPLOYMENT SERVICES	626,430	20,000	606,430		-	
RESOURCE ADMIN GRANT	11,081	-	11,081		-	
VETERANS EMPLOYMENT SERVICE	284,084	11,915	235,119		-	36,965
CHILD CARE ATTENDANCE AUTOMATED	361,164	-	-	361,164	-	
CCQ QUALITY	1,928,905	-	108,893	75,000	1,745,012	
WORK COMMISION INITIATIVES	105,272	-	7,500	97,772	-	
EXTERNSHIP FOR TEACHERS		-	-	-	-	
REEMPLOYMENT	490,000	24,958	94,530		370,512	
MILITARY	222,630	-	-		222,630	
STUDENT HIREABILITY NAVIAGATOR	200,000	200,000	-		-	-
INFRA SUPPORT VR	376,734	-	376,734		-	
SUMMER EARN & LEARN	900,000	-	-	150,000	750,000	-
WORKFORCE Innovation and Opportunity	150,000	-	-	150,000	-	
Non Federal	50,000	-	-	50,000	-	
Youth Job Skills	200,000	-	-		200,000	
2020NDW001	450,000	137,887	-		312,113	
2020COV001	75,000	-	-		75,000	-
2020COS002 Skills	125,000	-	-		125,000	
City Project	5,000,000	46,174	50,000		4,903,826	
County Project	5,000,000	46,174	50,000		4,903,826	
Total	\$ 105,204,174.58	\$ 5,996,364.00	\$ 4,550,200.22	\$ 1,033,936.00	\$ 91,372,187.05	\$ 2,251,402.00

2020 2021 Budget Broken out by County											
County	City	Adult	Dislocated	Youth	* Rapid Response	CCF	CCM	TANF	SNAP	Total	
Atascosa	Pleasanton	53,385	102,018	63,362	-	1,205,954	143,731	156,619	52,710	1,777,779	2.16%
Bandera	Bandera	23,020	21,764	14,566	-	328,927	39,228	39,922	12,432	479,860	0.58%
Bexar	San Antonio	2,390,983	3,447,802	2,690,718	-	46,531,695	5,557,013	5,085,498	1,541,096	67,244,805	81.71%
Comal	Seguin	90,490	111,812	73,923	-	2,060,171	335,326	261,031	54,442	2,987,195	3.63%
Frio	Pearsall	58,610	28,565	47,340	-	514,712	50,123	73,703	19,667	792,720	0.96%
Gillespie	Fredericksburg	22,641	-	16,387	-	433,059	56,623	9,213	6,598	544,521	0.66%
Guadalupe	New Braunfels	115,328	116,029	132,915	-	2,495,544	428,080	251,818	81,269	3,620,982	4.40%
Karnes	Kennedy	55,354	28,429	24,034	-	341,158	34,086	33,780	14,674	531,516	0.65%
Kendall	Bernie	25,670	37,951	16,751	-	374,216	103,358	49,135	9,757	616,839	0.75%
Kerr	Kerrville	67,849	85,831	85,212	-	960,333	107,798	52,206	31,641	1,390,870	1.69%
McMullen		606	-	-	-	8,595	1,694	-	280	11,175	0.01%
Medina	Hondo	79,737	67,060	63,727	-	823,804	121,408	70,632	38,214	1,264,582	1.54%
Wilson	Floresville	44,374	72,229	37,872	-	649,258	120,706	85,987	23,438	1,033,864	1.26%
Total		\$ 3,028,048	\$ 4,119,489	\$ 3,266,806		\$ 56,727,425	\$ 7,099,175	\$ 6,169,544	\$ 1,886,220	\$ 82,296,707	100%

* Rapid Response break out by county not available

Contractor Budget Excluding Childcare Broken out by Urban vs Rural based on Allocation factors													
Funding	Client					Operations							
	Urban	Ratio	Rural	Ratio	Total Client	Urban	Ratio	Rural	Ratio	Total Operations	Total Urban	Total Rural	Total Budget
Adult	515,287	79%	137,296	21%	652,583.00	1,202,355	79%	320,361	21%	1,522,716	1,717,642	457,657	2,175,299
Dislocated	743,057	84%	144,759	16%	887,816.00	1,733,798	84%	337,772	16%	2,071,570	2,476,855	482,531	2,959,386
TANF	458,454	82%	97,726	18%	556,180.00	2,908,470	82%	619,982	18%	3,528,452	3,366,924	717,708	4,084,632
SNAP	185,324	82%	41,503	18%	226,827.00	834,980	82%	186,991	18%	1,021,971	1,020,304	228,494	1,248,798
Youth	552,734	82%	118,342	18%	671,076.00	1,289,714	82%	276,130	18%	1,565,844	1,842,448	394,472	2,236,920
	2,454,857	82%	539,625	18%	2,994,482.00	7,969,317	82%	1,741,236	18%	9,710,553	10,424,173	2,280,862	12,705,035

2020- 2021 Budget Excluding Child Care Funding with Facilities Budget											
County	City	Adult	Dislocated	Youth	Rapid	TANF	SNAP	Total	Percent	Center Budget	% Center Budget
Atascosa	Pleasanton	53,385	102,018	63,362	-	156,619	52,710	428,094	2.32%	78,444	18%
Bandera	Bandera	23,020	21,764	14,566	-	39,922	12,432	111,705	0.60%	9,821	9%
								-	0.00%		
Comal	Seguin	90,490	111,812	73,923	-	261,031	54,442	591,698	3.20%	124,592	21%
Frio	Pearsall	58,610	28,565	47,340	-	73,703	19,667	227,885	1.23%	84,523	37%
Gillespie	Fredericksburg	22,641	-	16,387	-	9,213	6,598	54,839	0.30%	1,595	3%
Guadalupe	New Braunfels	115,328	116,029	132,915	-	251,818	81,269	697,358	3.78%	213,397	31%
Karnes	Kennedy	55,354	28,429	24,034	-	33,780	14,674	156,272	0.85%	54,889	35%
Kendall	Bernie	25,670	37,951	16,751	-	49,135	9,757	139,265	0.75%	62,108	45%
Kerr	Kerrville	67,849	85,831	85,212	-	52,206	31,641	322,739	1.75%	136,934	42%
McMullen		606	-	-	-	-	280	886	0.00%		0%
Medina	Hondo	79,737	67,060	63,727	-	70,632	38,214	319,370	1.73%	58,730	18%
Wilson	Floresville	44,374	72,229	37,872	-	85,987	23,438	263,899	1.43%	46,667	18%
Subtotal		\$ 637,065	\$ 671,687	\$ 576,088	\$ -	\$ 1,084,046	\$ 345,124	\$ 3,314,010	17.94%	\$ 871,699	26%
Bexar	San Antonio	\$ 2,390,983	\$ 3,447,802	\$ 2,690,718		\$ 5,085,498	\$ 1,541,096	\$ 15,156,097	82.06%	\$ 3,678,501	24%
Total		\$ 3,028,048	\$ 4,119,489	\$ 3,266,806	\$ -	\$ 6,169,544	\$ 1,886,220	\$ 18,470,107	100.00%	\$ 4,550,200	25%

2020 Budget Broken out by County											
County	City	Adult	Dislocated	Youth	Rapid Response	CCF	CCM	TANF	SNAP	Total	
Atascosa	Pleasanton	1.76%	2.48%	1.94%	7.25%	2.13%	2.02%	2.54%	2.79%	2.15%	2.15%
Bandera	Bandera	0.76%	0.53%	0.45%	0.00%	0.58%	0.55%	0.65%	0.66%	0.58%	0.58%
Bexar	San Antonio	78.96%	83.69%	82.37%	81.55%	82.03%	78.28%	82.43%	81.70%	81.44%	81.44%
Comal	Seguin	2.99%	2.71%	2.26%	11.20%	3.63%	4.72%	4.23%	2.89%	3.67%	3.67%
Frio	Pearsall	1.94%	0.69%	1.45%	0.00%	0.91%	0.71%	1.19%	1.04%	0.97%	0.97%
Gillespie	Fredericksburg	0.75%	0.00%	0.50%	0.00%	0.76%	0.80%	0.15%	0.35%	0.66%	0.66%
Guadalupe	New Braunfels	3.81%	2.82%	4.07%	0.00%	4.40%	6.03%	4.08%	4.31%	4.48%	4.48%
Karnes	Kennedy	1.83%	0.69%	0.74%	0.00%	0.60%	0.48%	0.55%	0.78%	0.66%	0.66%
Kendall	Bernie	0.85%	0.92%	0.51%	0.00%	0.66%	1.46%	0.80%	0.52%	0.80%	0.80%
Kerr	Kerrville	2.24%	2.08%	2.61%	0.00%	1.69%	1.52%	0.85%	1.68%	1.70%	1.70%
McMullen		0.02%	0.00%	0.00%	0.00%	0.02%	0.02%	0.00%	0.01%	0.01%	0.01%
Medina	Hondo	2.63%	1.63%	1.95%	0.00%	1.45%	1.71%	1.14%	2.03%	1.58%	1.58%
Wilson	Floresville	1.47%	1.75%	1.16%	0.00%	1.14%	1.70%	1.39%	1.24%	1.30%	1.30%
Total		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Workforce Solutions Alamo
Board Fiscal Year October 1, 2020 - September 30, 2021
Budget

	A	B	C	D	E	(E-B) /A	E-A
	Annual	Annual	Projected		Proposed		
	Budget	Budget Amended #3	Oct 1 to Sept	%	Budget	Percentage	Dollar
	2019-2020		30, 2020	Expensed	2020-2021	Change	Change
PERSONNEL							
Salaries/Wages	\$ 3,019,213	\$ 2,894,212	\$ 2,776,806	96%	\$ 3,126,213	4%	\$ 107,000
Fringe Benefits	834,822	799,822	710,179	89%	1,003,476	20%	\$ 168,654
Staff Travel	70,000	70,000	26,000	37%	35,000	-50%	\$ (35,000)
Staff Training/Development	30,000	30,000	6,860	23%	30,000	0%	\$ -
PERSONNEL SUBTOTAL:	\$ 3,954,034	\$ 3,794,034	\$ 3,519,845	93%	\$ 4,194,688	6%	\$ 240,654
FACILITY							
Rent	\$ 340,000	\$ 340,000	\$ 297,385	87%	\$ 325,000	-4%	\$ (15,000)
Building Out/Moving Expenses					\$ -		
FACILITY SUBTOTAL:	\$ 340,000	\$ 340,000	\$ 297,385	87%	\$ 325,000	-4%	\$ (15,000)
EQUIPMENT/RELATED COSTS							
Equipment Purchases	\$ 30,000	\$ 30,000	\$ 27,284	91%	\$ 30,000	0%	\$ -
Equipment Rental	20,000	20,000	16,408	82%	20,000	0%	-
Repair & Maintenance-Equipment	2,000	2,000	525	26%	2,000	0%	-
Software Licenses	10,000	10,000	8,192	82%	10,000	0%	-
Software Maintenance & Support	35,000	35,000	38,883	111%	40,000	14%	5,000
EQUIPMENT/RELATED COSTS SUBTOTAL:	\$ 97,000	\$ 97,000	\$ 91,292	94%	\$ 102,000	5%	\$ 5,000
GENERAL OFFICE EXPENSES							
Communications	\$ 55,000	\$ 55,000	\$ 36,985	67%	\$ 55,000	0%	\$ -
Advertising	5,000	5,000	-	0%	5,000	0%	-
Insurance	235,000	300,000	156,621	52%	235,000	0%	-
Office Supplies	34,000	38,200	26,638	70%	30,000	-12%	(4,000)
Postage/Shipping/Other	4,000	4,000	2,485	62%	4,000	0%	-
Printing, Binding & Reproduction	10,500	10,500	5,203	50%	10,500	0%	-
Publications & Subscriptions	5,500	5,500	4,180	76%	5,500	0%	-
Dues	25,000	25,000	17,298	69%	25,000	0%	-
Storage	8,000	15,800	9,998	63%	12,000	50%	4,000
Marketing (External)	90,000	90,000	86,126	96%	50,000	-44%	(40,000)
Miscellaneous Costs	10,000	10,000	1,942	19%	5,000	-50%	(5,000)
Non Federal	50,000	50,000	50,992	102%	50,000	0%	-
GENERAL OFFICE EXP SUBTOTAL:	\$ 532,000	\$ 609,000	\$ 398,467	65%	\$ 487,000	-8%	\$ (45,000)
PROFESSIONAL SERVICES							
Legal-General Corporate Matters	\$ 90,000	\$ 90,000	\$ 90,000	100%	\$ 90,000	0%	\$ -
Legal-Other Corporate Matters	85,000	85,000	30,000	35%	30,000	-65%	(55,000)
Audit	80,000	80,000	75,000	94%	80,000	0%	-
Monitoring (Contractor)	300,000	300,000	300,000	100%	290,000	-3%	(10,000)
Professional Services	172,000	442,000	274,536	62%	225,000	31%	53,000
Payroll Fees	-	-	-		55,000		55,000
PROFESSIONAL SERVICES SUBTOTAL	\$ 727,000	\$ 997,000	\$ 769,536	77%	\$ 770,000	6%	\$ 43,000
BOARD EXPENSES							
Board Member Travel	\$ 8,000	\$ 8,000	\$ 3,642	46%	\$ 8,000	0%	\$ -
Board Member Training/Development	7,000	7,000	-	0%	7,000	0%	\$ -
Board Meetings/Misc.	20,000	20,000	9,543	48%	20,000	0%	\$ -
BOARD EXPENSES SUBTOTAL	\$ 35,000	\$ 35,000	\$ 13,185	38%	\$ 35,000	0%	\$ -
TOTAL WSA CORPORATE BUDGET	\$ 5,685,034	\$ 5,872,034	\$ 5,089,711	87%	\$ 5,913,689	4%	\$ 228,655

Workforce Solutions Alamo
Board Fiscal Year October 1, 2020 - September 30, 2021
Budget

	A	B	C	D	E	(E-B) /A	E-A
	Annual	Annual	Projected		Proposed		
	Budget	Budget Amended #3	Oct 1 to Sept	%	Budget	Percentage	Dollar
	2019-2020		30, 2020	Expensed	2020-2021	Change	Change
SUMMARY:							
Personnel	\$ 3,954,034	\$ 3,794,034	\$ 3,519,845	93%	\$ 4,194,688	6%	\$ 240,654
Facility	340,000	340,000	297,385	87%	325,000	-4%	(15,000)
Equipment/Related Costs	97,000	97,000	91,292	94%	102,000	5%	5,000
General Office Expenses	532,000	609,000	398,467	65%	487,000	-8%	(45,000)
Professional Services	727,000	997,000	769,536	77%	770,000	6%	43,000
Board Expenses	35,000	35,000	13,185	38%	35,000	0%	-
TOTAL WSA CORPORATE BUDGET	\$ 5,685,034	\$ 5,872,034	\$ 5,089,711	87%	\$ 5,913,689	4%	\$ 228,655
FACILITY & INFRASTRUCTURE BUDGET							
Facility Related Occupancy	\$ 2,795,066	\$ 2,867,066	\$ 2,742,284	96%	\$ 3,080,207	10%	\$ 285,141
Equipment Related	214,395	250,395	151,709	61%	236,374	10%	21,979
Rental of Equipment	179,678	179,678	194,735	108%	214,209	19%	34,531
Software Related	276,441	276,441	175,090	63%	195,610	-29%	(80,831)
Communications	228,805	228,805	305,929	134%	317,084	39%	88,279
General Office	93,595	93,595	89,452	96%	106,716	14%	13,121
Travel Mileage							-
Other	27,855	27,855	24,875	89%	150,000	439%	122,145
Reserve facility	1,161,940	2,820,269	2,820,269	100%	250,000	-78%	(911,940)
TOTAL FACILITY & INFRASTRUCTURE BUDGET	\$ 4,977,776	\$ 6,744,104	\$ 6,504,342	96%	\$ 4,550,200	-9%	\$ (427,576)
RESERVE UNOBLIGATED	\$ 5,326,399	\$ 6,812,421	\$ 6,812,421		\$ 2,326,487	-56%	\$ (2,999,912)
PROJECTS	\$ 1,361,979	\$ 1,569,780	\$ 578,571	37%	\$ 1,033,936	-24%	\$ (328,043)
SERVICE DELIVERY BUDGET							
WIOA ADULT	\$ 3,465,161	\$ 3,465,161	\$ 3,118,645		\$ 2,175,309	-37%	\$ (1,289,852)
WIOA DISLOCATED	3,494,069	3,494,069	3,144,662.45		2,959,385	-15%	(534,684)
WIOA YOUTH	4,338,272	4,338,272	3,687,531.24		2,236,919	-48%	(2,101,353)
WIOA RAPID RESPONSE	-	47,157	47,157		50,000		50,000
TANF	4,410,565	4,410,565	3,969,508		4,084,632	-7%	(325,933)
SNAP E&T	1,277,464	1,277,464	1,277,464		1,248,798	-2%	(28,666)
NON CUSTODIAL PARENT	364,552	364,552	364,552		399,492	10%	34,940
CHILD CARE CCF	58,472,527	72,048,818	64,843,936		52,946,968	-9%	(5,525,559)
CHILD CARE CCM		9,716,624	8,744,962		6,099,175		6,099,175
CHILD CARE CCP/CCC	9,566,850	9,408,149	9,408,149		5,093,590	-47%	(4,473,260)
TRADE ACT SERVICES	275,269	276,584	141,068		470,000	71%	194,731
CHILD CARE ATTENDANCE AUTOMATION	-	-	-		-		-
CCQ QUALITY	1,081,376	1,800,495	1,620,446		1,745,012	61%	663,636
EXTERNSHIP FOR TEACHERS	-	-	-		-		-
REEMPLOYMENT SERVICES	-	450,000	450,000		370,512		370,512
MILITARY FAMILY SUPPORT	61,084	275,068	275,068		222,630	264%	161,546
INFRA SUPPORT VR	69,985	69,985	69,985		-	-100%	(69,985)
VR Summer and Earn	450,000	-	-		750,000	67%	300,000
WORKFORCE Innovation	200,000	200,000	75,000		-	-100%	(200,000)
YOUTH JOB SKILL INITIATIVE		260,400	35,000		200,000		200,000
ALAMO COLLEGE		165,450	39,886		-		-
TWC DOL COVID 19		735,220	661,698		312,113		312,113
City Project					4,903,826		4,903,826
County Project					4,903,826		4,903,826
Skills Development					125,000		125,000
SERVICE DELIVERY BUDGET	\$ 87,527,174	\$ 112,804,033	\$ 101,093,148	90%	\$ 91,297,187	4%	\$ 3,770,013
TOTAL	\$ 104,878,361	\$ 133,802,372	\$ 120,078,193	90%	\$ 105,121,499	0%	\$ 243,138

Figure 1: WSA Proposed Budget by Cost Category

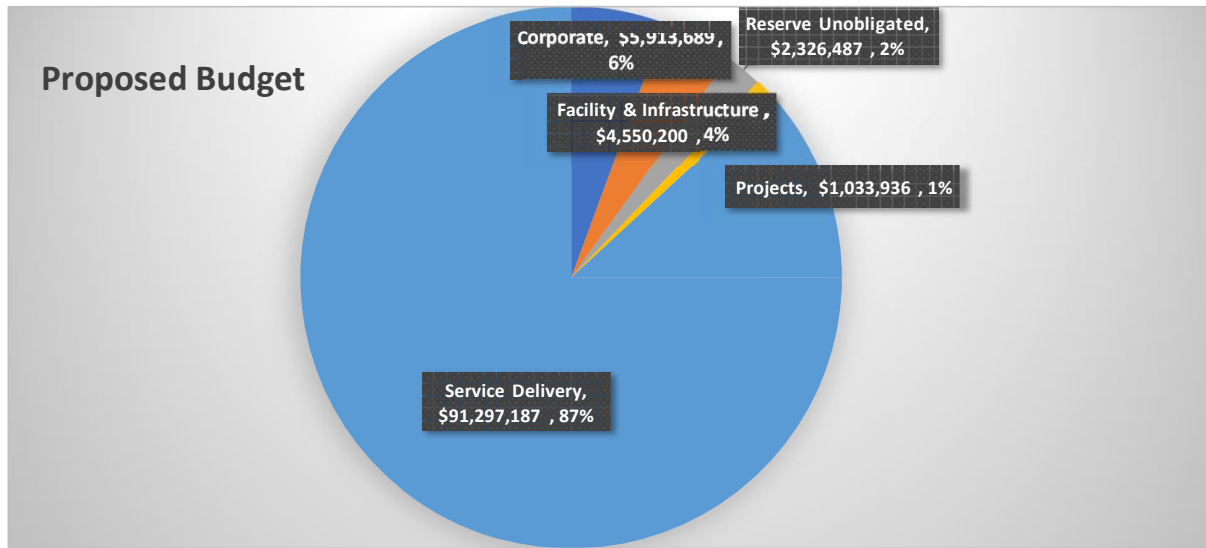
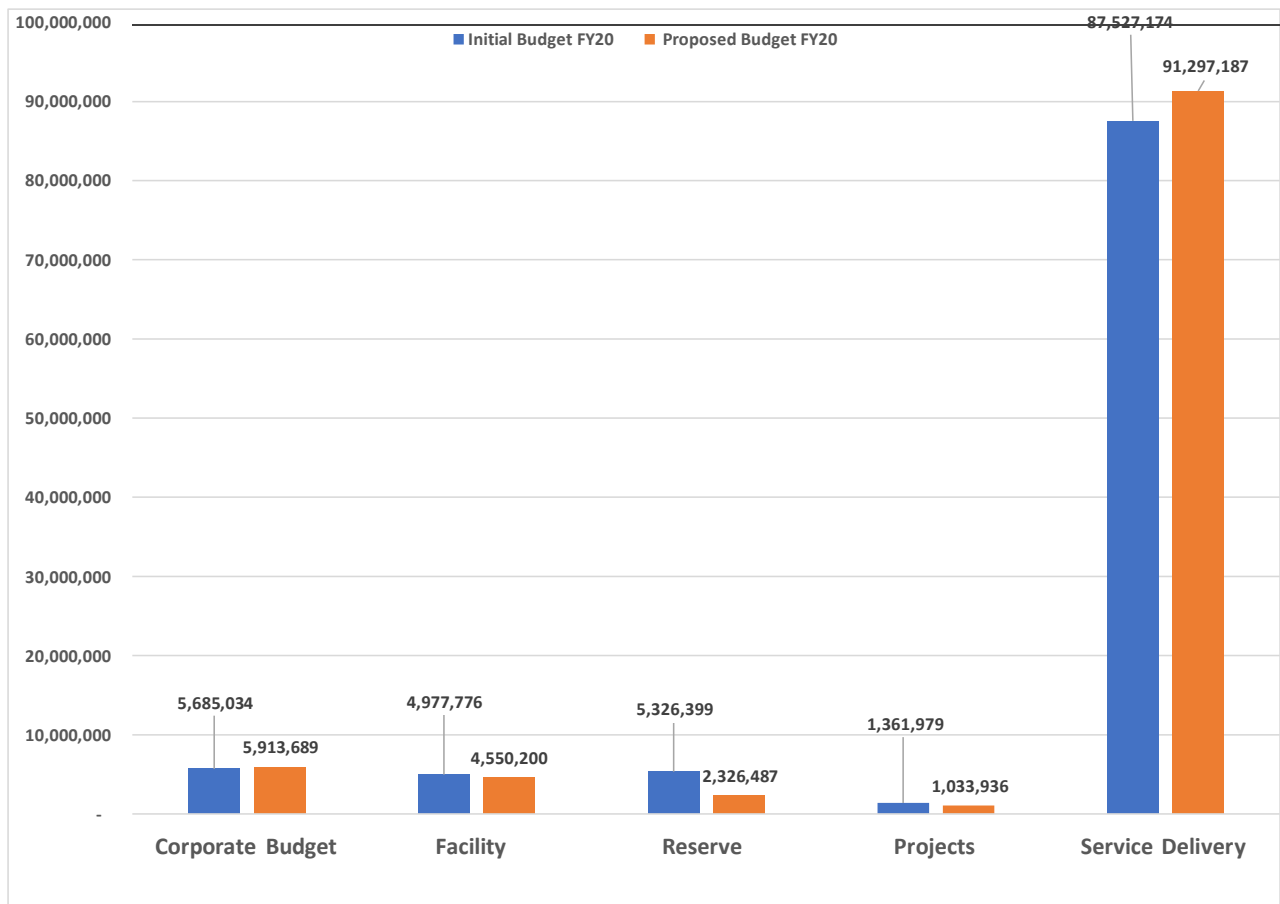


Figure 2: WSA FY21 Budget Comparison



MEMORANDUM

To: Workforce Solutions Executive Committee
 From: Louis Tatum, CFO
 Presented by: Louis Tatum, CFO
 Date: August 10, 2020
 Regarding: Financial Report as of 05/31/2020

SUMMARY: This is the eighth month of the Fiscal Year of October 1, 2019 to September 30, 2020, the straight-line benchmark is or 67% of the budget. An analysis has been performed and outlined for the Corporate and Facility Budgets and the Grant Summary Report.

Utilizing a straight-line expenditure plan the budget would typically be 67% expended at this point in the fiscal year. With the onset of COVID-19, WSA had to quickly pivot to serve the needs of employers and job seekers. Through the continued support from the WSA Board of Directors, Texas Workforce Commission, Local Officials, Committee of Six, and Workforce Solution Alamo Executive Leadership we have been able to strategically respond to the pandemic in the 13-County Alamo Region.

Corporate Budget

Department	% Expended	Comments
Personnel	55.50%	The agency currently has savings through vacant positions, travel, and staff development due to COVID-19.
Board Facility	57.30%	WSA currently has \$32,976 in cost savings in this budget category due to a portion of the rent being classified as contractor facility costs. The board is housing C2 Quality staff at the board office during the build-out of the South Flores Office.
General Office Expense	44.35%	This budget category has a straight-line budget variance of approximately \$143,259, which reflects a straight-line variance of approximately 22.65%.
Professional Services	46.48%	The budget variance for professional services is approximately, \$273,375. This variance is attributed to monitoring and other professional services that WSA expects to utilize before the end of the year.
Total Expense	52.94%	

Corporate expenditures are currently expended at a rate of 52.94% of the annual budget, which represents a budget surplus of approximately 14.06% of the straight-line target. The most significant budget surplus is personnel expenditures. This is a result of vacant positions throughout the year. The recommendations from the organizational review will be implemented at the end of the fiscal year, which will utilize this surplus.

General office expenses that are materially under budget are insurance and marketing. Insurance was budgeted to account for any claims that would occur in the current fiscal year. The actual claims are less than the reserve that was established. WSA has made investments in marketing and outreach to connect job seekers with programs and services that are being offered to assist them through the pandemic. We expect these efforts to continue in both the urban and rural areas through FY21.

Facility Budget

Department	% Expensed	Comments
Overall	57.29%	The facilities budget is currently within an acceptable range and will be monitored closely throughout the remainder of the year. The current budget balance as of May 31, 2020, is \$2,837,969.

Active Grants Only

Grant	End date	Straight Line	% Expense	Comments
18WA1	06/30/20		100%	Fully expend by 6/30/20.
18WA2	06/30/20		98%	
18WD1	06/30/20		100%	Fully expend by 6/30/20.
18WD2	06/30/20		100%	
18WOY	06/30/20		99%	Fully expend by 6/30/20.
19WOR	06/30/20		94%	TWC added \$50,000 in Rapid Response funding in May of 2020, WSA has utilized \$40,000 of the additional funds.
20TAF	10/31/20		45%	Grant is currently 22% underspent.
20CCQ	10/31/20		33%	Grant is currently 34% underspend.
19COV	06/20/21		0%	New Grant for Rapid Response and COVID-19 Response Assistance.
20NDW	3/31/21		0%	New Grant from National Dislocated Workers for COVID19.
20COS	6/30/21		0%	New Grant Skills Development Initiative

Workforce Solutions Alamo
Corporate Expenditure Report
Board Fiscal Year October 01, 2019-September 30, 2020
Report Period: 10/01/19 -5/31/20

67%

	Annual Budget	Amended Budget #1 & #2	Amendment #3	Revised Budget	YTD Expenses	% Expended	Balance
PERSONNEL							
Salaries/Wages	3,019,213	3,019,213	(125,000)	2,894,213	1,713,601	59.21%	1,180,611
Fringe Benefits	834,822	834,822	(35,000)	799,822	452,279	54.18%	347,543
Staff Travel	70,000	70,000		70,000	23,702	33.86%	46,298
Staff Training & Development	30,000	30,000		30,000	4,860	16.20%	25,140
<i>PERSONNEL SUBTOTAL:</i>	3,954,034	3,954,034	(160,000)	3,794,034	2,194,442	55.50%	1,599,592
BOARD FACILITY							
Rent	340,000	340,000		340,000	194,825	57.30%	145,175
<i>FACILITY SUBTOTAL:</i>	340,000	340,000	-	340,000	194,825	57.30%	145,175
EQUIPMENT/RELATED COSTS							
Equipment Purchases	30,000	30,000		30,000	5,288	17.63%	24,712
Equipment Rental	20,000	20,000		20,000	10,734	53.67%	9,266
Repair & Maintenance	2,000	2,000		2,000	-	0.00%	2,000
Software Licenses	10,000	10,000		10,000	6,429	64.29%	3,571
Software Maintenance & Support	35,000	35,000		35,000	26,294	75.13%	8,706
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	97,000	97,000	-	97,000	48,745	50.25%	48,255
GENERAL OFFICE EXPENSES							
Communications	55,000	55,000		55,000	22,702	41.28%	32,298
Advertising	5,000	5,000		5,000	-	0.00%	5,000
Insurances	235,000	300,000		300,000	119,352	39.78%	180,648
Office Supplies	34,000	34,000	4,200	38,200	12,844	33.62%	25,356
Postage/Shipping/Other	4,000	4,000		4,000	1,196	29.91%	2,804
Printing, Binding & Reproduction	10,500	10,500		10,500	4,487	42.73%	6,013
Publications & Subscriptions	5,500	5,500		5,500	3,096	56.29%	2,404
Dues	25,000	25,000		25,000	12,299	49.20%	12,701
Storage	8,000	8,000	7,800	15,800	6,592	41.72%	9,208
Marketing (External)	90,000	90,000	-	90,000	31,124	34.58%	58,876
Miscellaneous Costs	10,000	10,000		10,000	86	0.86%	9,914
Non Federal	50,000	50,000		50,000	50,992	101.98%	(992)
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	532,000	597,000	12,000	609,000	264,771	44.35%	344,229
PROFESSIONAL SERVICES							
Legal Services-Corporate	90,000	90,000	-	90,000	60,000	66.67%	30,000
Legal Services-Other	85,000	85,000	-	85,000	19,842	23.34%	65,158
Audit	80,000	80,000		80,000	60,300	75.38%	19,700
Fiscal Monitoring (Contractor)	300,000	300,000		300,000	80,809	26.94%	219,191
Professional Services	172,000	294,000	148,000	442,000	173,664	39.29%	268,336
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	727,000	849,000	148,000	997,000	394,615	46.48%	602,385
BOARD EXPENSES							
Board Member Travel	8,000	8,000		8,000	2,642	33.02%	5,358
Board Member Training/Development	7,000	7,000		7,000	-	0.00%	7,000
Board Meetings & Misc. Costs	20,000	20,000		20,000	8,543	42.72%	11,457
<i>BOARD EXPENSES SUBTOTAL:</i>	35,000	35,000	-	35,000	11,185	31.96%	23,815
TOTAL EXPENSES	5,685,034	5,872,034	-	5,872,034	3,108,583	52.94%	2,763,451
SUMMARY:							
Personnel	3,954,034	3,954,034	(160,000)	3,794,034	2,194,442	57.84%	1,599,592
Board Facility	340,000	340,000	-	340,000	194,825	57.30%	145,175
Equipment/Related Costs	97,000	97,000	-	97,000	48,745	50.25%	48,255
General Office Expenses	532,000	597,000	12,000	609,000	264,771	43.48%	344,229
Professional Services	727,000	849,000	148,000	997,000	394,615	39.58%	602,385
Board Expenses	35,000	35,000	-	35,000	11,185	31.96%	23,815
TOTAL CORPORATE EXPENSES	5,685,034	5,872,034	-	5,872,034	3,108,583	52.94%	2,763,451

WORKFORCE SOLUTIONS ALAMO
Board Fiscal Year October 01, 2019 - September 30, 2020

Report Period: 10/01/19 - 5/31/20

Facilities & Infrastructure Report

Facilities & Infrastructure	Budgeted Amt.	Amendment #1 & #2	Amendment #3	Revised Budgeted Amt.	YTD Expenses	% Expensed	% Straightline Benchmark	Balance
	4,977,776	883,000	783,329	6,644,105	3,806,136	57.29%	66.67%	2,837,969

<u>Facilities:</u>	<u>End of Lease</u>	<u>General Expense Item*</u>
Walzem	12/31/2023	Rent
Datapoint	11/30/2029	Utilities
Datapoint - Child Care	11/30/2029	Janitorial
Marbach	5/31/2021	Repair & Maintenance
S. Flores	7/31/2028	Security
E. Houston	1/31/2020	Copiers / Printers
New Braunfels	1/31/2022	Phones
Hondo	12/31/2021	Computer Equipment
Seguin	1/15/2027	Misc.
Kenedy	1/31/2022	*Not all general expenses items are applicable to each location
Floresville	12/31/2020	
Kerrville	4/30/2024	
Boerne	11/30/2021	
Pleasanton	1/31/2022	
Pearsall	10/31/2021	
Fredericksburg	No Expiration	
Bandera	No Expiration	
Seguin	8/31/2020	

* To ensure continuation of services while the E. Houston location is under renovation, the workforce center is temporarily relocated to EETC. The sublease term for EETC is from February 2020-August 2020.

Workforce Solutions Alamo
October 1, 2019 to September 30, 2020
Grant Summary Report

Group	GRANT	GRANT NO.	Grant Budget	Estimate YTD as 9/30/19	Balance as 9/30/19	Adjusted Budget	Exp from 10/1/19 to 5/31/2020	YTD Exp 05/31/2020	Bal.
1	WIOA ADULT	2018WOA000	690,608.00	608,213.35	82,394.65	82,394.65	82,385.97	690,599.32	8.68
		2018WOA000	3,025,854.00	2,644,121.93	381,732.07	381,732.07	325,594.17	2,969,716.10	56,137.90
		2019WOA001	753,296.00	-	753,296.00	753,296.00	171,612.99	171,612.99	581,683.01
		2019WOA001	3,300,517.00	-	3,300,517.00	3,300,517.00	2,179,297.38	2,179,297.38	1,121,219.62
		2020WOA001	549,722.00		549,722.00	549,722.00		0.00	549,722.00
	WIOA ADULT Total		8,319,997.00	3,252,335.28	5,067,661.72	5,067,661.72	2,758,890.51	6,011,225.79	2,308,771.21
2	WIOA DISLOCATED	2018WOD000	623,704.00	522,606.82	101,097.18	101,097.18	101,097.18	623,704.00	0.00
		2018WOD000	2,656,388.00	1,959,451.92	696,936.08	696,936.08	696,936.08	2,656,388.00	0.00
		2019WOD001	711,177.00	-	711,177.00	711,177.00	277,624.40	277,624.40	433,552.60
		2019WOD001	2,946,453.00	-	2,946,453.00	2,946,453.00	1,749,015.70	1,749,015.70	1,197,437.30
		2020WOD001	849,412.00		849,412.00	849,412.00		0.00	849,412.00
	WIOA DISLOCATED Total		7,787,134.00	2,482,058.74	5,305,075.26	5,305,075.26	2,824,673.36	5,306,732.10	2,480,401.90
3	WIOA YOUTH	2018WOY000	4,005,365.00	3,939,551.02	65,813.98	65,813.98	12,047.70	3,951,598.72	53,766.28
		2019WOY001	4,373,355.00	201,449.79	4,171,905.21	4,171,905.21	3,283,914.38	3,485,364.17	887,990.83
		2020WOY001	926,596.48		926,596.48	926,596.48		0.00	926,596.48
	WIOA YOUTH Total		9,305,316.48	4,141,000.81	5,164,315.67	5,164,315.67	3,295,962.08	7,436,962.89	1,868,353.59
4	WIOA RAPID RESPONSE	2019WOR001	145,735.00	20,042.00	125,693.00	125,693.00	75,132.56	95,174.56	50,560.44
		2020WOR001	50,513.00	-	50,513.00	50,513.00	0.00	0.00	50,513.00
	WIOA RAPID RESPONSE Total		196,248.00	20,042.00	176,206.00	176,206.00	75,132.56	95,174.56	101,073.44
5	TANF	2019TAF000	5,547,913.00	4,860,125.05	687,787.95	687,787.95	687,856.38	5,547,981.43	-68.43
		2020TAF001	6,169,544.00	-	6,169,544.00	6,169,544.00	2,761,099.46	2,761,099.46	3,408,444.54
	TANF Total		11,717,457.00	4,860,125.05	6,857,331.95	6,857,331.95	3,448,955.84	8,309,080.89	3,408,376.11
6	SNAP E&T	2020SNE001	1,886,220.00	-	1,886,220.00	1,886,220.00	1,230,522.79	1,230,522.79	655,697.21
			1,886,220.00	-	1,886,220.00	1,886,220.00	1,230,522.79	1,230,522.79	655,697.21
7	NON CUSTODIAL PARENT	2020NCP001	437,578.00	3,901.09	433,676.91	433,676.91	298,881.15	302,782.24	134,795.76
			437,578.00	3,901.09	433,676.91	433,676.91	298,881.15	302,782.24	134,795.76
8	CHILD CARE CCF	2019CCF000	53,517,026.00	52,396,168.13	1,120,857.87	1,120,857.87	1,122,004.83	53,518,172.96	-1,146.96
		2020CCF001	73,086,383.00	-	73,086,383.00	73,086,383.00	44,602,872.94	44,602,872.94	28,483,510.06
	CHILD CARE CCF Total		126,603,409.00	52,396,168.13	74,207,240.87	74,207,240.87	45,724,877.77	98,121,045.90	28,482,363.10
9	CHILD CARE CCM	2019CCM000	7,066,323.00	1,624,535.17	5,441,787.83	5,441,787.83	5,441,787.83	7,066,323.00	0.00
		2020CCM001	7,210,326.00	-	7,210,326.00	7,210,326.00	0.00	0.00	7,210,326.00
	CHILD CARE CCM Total		14,276,649.00	1,624,535.17	12,652,113.83	12,652,113.83	5,441,787.83	7,066,323.00	7,210,326.00
10	CHILD CARE CCP	2020CCP001	10,019,800.00	611,651.21	9,408,148.79	9,408,148.79	4,881,271.03	5,492,922.24	4,526,877.76
			10,019,800.00	611,651.21	9,408,148.79	9,408,148.79	4,881,271.03	5,492,922.24	4,526,877.76
11	TRADE ACT SERVICES	2019TRA000	470,269.00	275,223.68	195,045.32	70,269.00	11,339.64	286,563.32	183,705.68
		2020TRA001	226,315.00	-	226,315.00	226,315.00	139,433.79	139,433.79	86,881.21
	TRADE ACT SERVICES Total		696,584.00	275,223.68	421,360.32	296,584.00	150,773.43	425,997.11	270,586.89
12	EMPLOYMENT SERVICES	2019WPA000	676,665.00	576,528.16	100,136.84	100,136.84	100,152.69	676,680.85	-15.85

Workforce Solutions Alamo
October 1, 2019 to September 30, 2020
Grant Summary Report

Group	GRANT	GRANT NO.	Grant Budget	Estimate YTD as 9/30/19	Balance as 9/30/19	Adjusted Budget	Exp from 10/1/19 to 5/31/2020	YTD Exp 05/31/2020	Bal.
12	EMPLOYMENT SERVICES	2020WPA001	974,962.00	-	974,962.00	974,962.00	372,142.93	372,142.93	602,819.07
	EMPLOYMENT SERVICES Total		1,651,627.00	576,528.16	1,075,098.84	1,075,098.84	472,295.62	1,048,823.78	602,803.22
13	RESOURCE ADMIN GRANT	2020RAG001	11,857.00	-	11,857.00	11,857.00	5,828.14	5,828.14	6,028.86
	RESOURCE ADMIN GRANT Total		11,857.00	-	11,857.00	11,857.00	5,828.14	5,828.14	6,028.86
14	VETERANS EMPLOYMENT SERVICE	VES2020	270,000.00		270,000.00	270,000.00	183,193.90	183,193.90	86,806.10
	VETERANS EMPLOYMENT SERVICE Total		270,000.00		270,000.00	270,000.00	183,193.90	183,193.90	86,806.10
15	CHILD CARE ATTENDANCE AUTOMATION	2020CAA001	361,164.00	-	361,164.00	361,164.00	231,661.76	231,661.76	129,502.24
	CHILD CARE ATTENDANCE AUTOMATION Total		361,164.00	-	361,164.00	361,164.00	231,661.76	231,661.76	129,502.24
16	CCQ QUALITY	2019CCQ000	2,473,628.00	2,091,517.53	382,110.47	382,110.47	370,529.24	2,462,046.77	11,581.23
		2020CCQ001	1,941,072.00	-	1,941,072.00	1,941,072.00	651,547.28	651,547.28	1,289,524.72
	CCQ QUALITY Total		4,414,700.00	2,091,517.53	2,323,182.47	2,323,182.47	1,022,076.52	3,113,594.05	1,301,105.95
17	WORK COMMISION INITIATIVES	2019WCI000	144,333.00	51,868.00	92,465.00	92,465.00	52,280.82	104,148.82	40,184.18
		2020WCI001	105,272.00	-	105,272.00	105,272.00	51,761.08	51,761.08	53,510.92
	WORK COMMISION INITIATIVES Total		249,605.00	51,868.00	197,737.00	197,737.00	104,041.90	155,909.90	93,695.10
18	EXTERNSHIP FOR TEACHERS	2019EXT000	200,000.00	165,505.97	34,494.03	34,494.03	34,494.28	200,000.25	-0.25
	EXTERNSHIP FOR TEACHERS Total		200,000.00	165,505.97	34,494.03	34,494.03	34,494.28	200,000.25	-0.25
19	REEMPLOYMENT	2020REA001	651,116.00	-	651,116.00	651,116.00	448,682.88	448,682.88	202,433.12
	REEMPLOYMENT Total		651,116.00	-	651,116.00	651,116.00	448,682.88	448,682.88	202,433.12
20	MILITARY	2019WOS001	222,630.00	122,154.52	100,475.48	100,475.48	100,475.63	222,630.15	-0.15
		2020WOS001	222,630.00	-	222,630.00	222,630.00	139,044.38	139,044.38	83,585.62
	MILITARY Total		445,260.00	122,154.52	323,105.48	323,105.48	239,520.01	361,674.53	83,585.47
21	STUDENT HIREABLILITY NAVIAGATOR	3018VRS120	200,000.00	8,744.00	191,256.00	191,256.00	72,986.20	81,730.20	118,269.80
		3018VRS120	16,666.67	-	16,666.67	16,666.67	0.00	0.00	16,666.67
	STUDENT HIREABLILITY NAVIAGATOR Total		216,666.67	8,744.00	207,922.67	207,922.67	72,986.20	81,730.20	134,936.47
22	INFRA SUPPORT VR	2020COL001	667,152.96	52,947.66	614,205.30	614,205.30	478,185.50	531,133.16	136,019.80
		2021COL001	50,443.09	-	50,443.09	50,443.09		0.00	50,443.09
	INFRA SUPPORT VR Total		717,596.05	52,947.66	664,648.39	664,648.39	478,185.50	531,133.16	186,462.89
23	SUMMER EARN & LEARN	3019VRS227	900,000.00	601,024.72	298,975.28	-	3,381.89	604,406.61	295,593.39
			10,000.00	-	10,000.00	10,000.00	1,489.00	1,489.00	8,511.00
	SUMMER EARN & LEARN Total		910,000.00	601,024.72	308,975.28	10,000.00	4,870.89	605,895.61	304,104.39
24	WIOA ALTERNATIVE FUNDING	2019WAF001	479,224.00		479,224.00	479,224.00	44,770.87	44,770.87	434,453.13
	WIOA ALTERNATIVE FUNDING Total		479,224.00		479,224.00	479,224.00	44,770.87	44,770.87	434,453.13
25	YOUTH JOB SKILL INIIATIVE	2019W0S002	286,000.00		286,000.00	286,000.00	19,556.63	19,556.63	266,443.37
	YOUTH JOB SKILL INIIATIVE Total		286,000.00		286,000.00	286,000.00	19,556.63	19,556.63	266,443.37
26	PERFORMANCE AWARD-CHOICES	2019PAB001	30,000.00	17,208.29	12,791.71	12,791.71	12,791.71	30,000.00	0.00
	PERFORMANCE AWARD-CHOICES Total		30,000.00	17,208.29	12,791.71	12,791.71	12,791.71	30,000.00	0.00
29	Alamo College	HPOG	83,580.00	11,242.03	72,337.97	72,337.97	-28.85	11,213.18	0.00
		HPOG1	81,870.00		81,870.00	81,870.00	39,142.85	39,142.85	42,727.15

Workforce Solutions Alamo
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Group	GRANT	GRANT NO.	Grant Budget	Estimate YTD as 9/30/19	Balance as 9/30/19	Adjusted Budget	Exp from 10/1/19 to 5/31/2020	YTD Exp 05/31/2020	Bal.
29	Alamo College	TEC21	83,580.00	-	83,580.00	83,580.00	6,553.21	6,553.21	77,026.79
	Alamo College Total		249,030.00	11,242.03	237,787.97	237,787.97	45,667.21	56,909.24	119,753.94
35	Non Federal	(blank)	50,000.00		50,000.00	50,000.00	50,992.21	50,992.21	-992.21
	Non Federal Total		50,000.00		50,000.00	50,000.00	50,992.21	50,992.21	-992.21
36	Correction	(blank)					2,537.38		0.00
	Correction Total						2,537.38		0.00
27	COVID Grants	2020COV001	308,626.00		308,626.00	308,626.00	0.00	0.00	308,626.00
		2020NDW001	1,302,401.00		1,302,401.00	1,302,401.00	5,017.63	5,017.63	1,297,383.37
		2020COS002	287,500.00		287,500.00	287,500.00			287,500.00
	COVID Grants Total		1,898,527.00		1,898,527.00	1,898,527.00	5,017.63	5,017.63	1,893,509.37
Grand Total			204,338,765.19	73,365,782.04	130,972,983.15	130,549,231.55	73,610,899.59	146,974,144.25	57,292,254.12

Contracts start date after 5/31/2020 (Youth pro rate for partial funding 3 months)

This contract reduced grant and potential will provide additional funding pending

Workforce Solutions Alamo
Board Fiscal Year October 1, 2019 to September 30, 2020
Active Grants Only

GRANT	FUND	GRANT END DATE	Grant Budget	YTD 05/31/2020	Balance Grant	Exp. as 5/31/2020	Month left in Contract
WIOA ADULT	18WA1	6/30/2020	690,608.00	690,599.32	8.68	100.00%	1
	18WA2	6/30/2020	3,025,854.00	2,969,716.10	56,137.90	98.14%	1
	19WA1	6/30/2021	753,296.00	171,612.99	581,683.01	22.78%	13
	19WA2	6/30/2021	3,300,517.00	2,179,297.38	1,121,219.62	66.03%	13
WIOA DISLOCATED	18WD1	6/30/2020	623,704.00	623,704.00	0.00	100.00%	1
	18WD2	6/30/2020	2,656,388.00	2,656,388.00	0.00	100.00%	1
	19WD1	6/30/2021	711,177.00	277,624.40	433,552.60	39.04%	13
	19WD2	6/30/2021	2,946,453.00	1,749,015.70	1,197,437.30	59.36%	13
WIOA YOUTH	18WOY	6/30/2020	4,005,365.00	3,951,598.72	53,766.28	98.66%	1
	19WOY	6/30/2021	4,373,355.00	3,485,364.17	887,990.83	79.70%	13
WIOA RAPID RESPONSE	19WOR	6/30/2021	145,735.00	95,174.56	50,560.44	65.31%	13
TANF	19TAF	10/31/2020	5,547,913.00	5,547,981.43	-68.43	100.00%	5
	20TAF	10/31/2020	6,169,544.00	2,761,099.46	3,408,444.54	44.75%	5
SNAP E&T	20SNE	9/30/2020	1,886,220.00	1,230,522.79	655,697.21	65.24%	4
NON CUSTODIAL PARENT	20NCP	9/30/2020	437,578.00	302,782.24	134,795.76	69.20%	4
CHILD CARE CCF	20CCF	10/31/2020	73,086,383.00	44,602,872.94	28,483,510.06	61.03%	5
CHILD CARE CCM	20CCM	12/31/2020	7,210,326.00	0.00	7,210,326.00	0.00%	7
CHILD CARE CCP	20CCP	8/31/2020	10,019,800.00	5,492,922.24	4,526,877.76	54.82%	3
TRADE ACT SERVICES	20TRA	12/31/2020	226,315.00	139,433.79	86,881.21	61.61%	7
EMPLOYMENT SERVICES	20WPA	12/31/2020	974,962.00	372,142.93	602,819.07	38.17%	7
RESOURCE ADMIN GRANT	20RAG	12/31/2020	11,857.00	5,828.14	6,028.86	49.15%	7
CHILD CARE ATTENDANCE AUTOM	20CAA	9/30/2020	361,164.00	231,661.76	129,502.24	64.14%	4
CCQ QUALITY	20CCQ	10/31/2020	1,941,072.00	651,547.28	1,289,524.72	33.57%	5
WORK COMMISSION INITIATIVES	19WCI	5/31/2021	144,333.00	104,148.82	40,184.18	72.16%	12
	20WCI	9/30/2020	105,272.00	51,761.08	53,510.92	49.17%	4
REEMPLOYMENT	20REA	12/31/2020	651,116.00	448,682.88	202,433.12	68.91%	7
MILITARY	20WSA	12/31/2020	222,630.00	139,044.38	83,585.62	62.46%	7
WIOA ALTERNATIVE FUNDING	19WAF	8/31/2020	479,224.00	44,770.87	434,453.13	9.34%	3
YOUTH JOB SKILL INITIATIVE	19WS2	8/31/2020	286,000.00	19,556.63	266,443.37	6.84%	3
COVID Grants	19COV	6/20/2021	308,626.00	0.00	308,626.00	0.00%	13
	20NDW	3/31/2021	1,302,401.00	5,017.63	1,297,383.37	0.39%	10
	20COS	6/30/2021	287,500.00		287,500.00	0.00%	13
			134,892,688.00	81,001,872.63	53,890,815.37	60.05%	

Contract with Low Expenditures

MEMORANDUM

To: Executive Committee

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, COO

Date: July 31, 2020

Subject: Discussion and Possible Action City of San Antonio (COSA) Child Care Services Contract Renewal

Summary: COSA's Child Care Services contract, 2017CCS-03, was initiated 10/01/2017 with three one-year renewal options. The Board elected to renew the contract for one term in 10/01/2018, and a second term in 10/01/2019.

For your review and action is the option to renew the contract for one final one-year term 10/01/2020 – 09/30/2021. The contract will have no remaining terms and will need to be procured thereafter.

Analysis:

Fiscal Integrity. Passed Fiscal Integrity review.

Overall Performance. Met compliance with deliverables outlined in the contract including having adequate operating and management systems to effectively provide services in the 13-county region; maintained adequate staffing to provide services; actively participated in the collaboration and development of local partnerships.

Key Elements. Met and, or, Exceeded all TWC-contracted and local performance measures and exceeded performance for Essential worker enrollments with 2nd highest number of Essential Worker enrollments statewide; maintained fiscal integrity; has adhered to quality assurance and compliance requirements in accordance to local, state, and federal regulations with minimal if any questioned costs and findings; displays professionalism at all levels. Has met and maintained the minimum 20% enrollment goal of children in rural counties.

Innovation.

- COSA was the first WSA Contractor to implement electronic customer forms and electronic Cabinet filing system. These innovations helped COSA thrive during the COVID-19 pandemic as this business model accommodated customers during the crisis.

Challenges.

- Unexpected expenses tied to COVID-19 as the pandemic continues to evolve.

- There will be a limited budget in Program Year (PY) 2021.
- Continue adjusting to pandemic environment and maintaining safety of staff and customers.
- Continue maintaining child care industry vibrant particularly in areas with low capacity.

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
City of SA	3 of 3	\$68,039,377	\$64,139,733	-\$3,899,644	-6.08%

Staff Recommendation: Approve Fiscal Integrity Review as presented and renew COSA's Child Care Services contract for the period of 10/1/2020 – 09/30/2021.

Alternatives: Prepare and release a procurement solicitation for Child Care Services.

Next Steps: If approved, initiate negotiations with COSA and prepare Statement of Work (SOW), Profit Matrix, budget, and contract.

Attachments: Fiscal Integrity Review.

Workforce Board Area: Workforce Solutions Alamo
Contractor Name: City of San Antonio
Funding Source: Childcare
Contract Period: 10/1/20-9/30/21
Fiscal Integrity Review Date: 7/14/20
Prepared by: Christine H. Nguyen, CPA

Purpose:		To satisfy performance of the fiscal integrity evaluation of the contract that is being considered for renewal, or for a new contract to comply with the 40 TAC §802.21.			
Criteria:		Financial Manual for Grants and Contracts: Chapter 14.18; TAC §802.21 requires Boards to perform fiscal integrity evaluations of workforce service providers.			
Procedures:		TWC FMGC Reference	Results (Yes / No / NA)	Source Documents Reviewed	Comments
I. Fiscal Integrity Review					
A. Desk Review Procedures					
1. Does the workforce service providers have the capacity or have program regulations to comply with the following requirements:		Chapter 14.18			
(A) Federal and state statutes and regulations and directives of the Texas Workforce Commission.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, Audit reports.	
(B) Any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service providers.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, Audit reports.	
2. Review workforce service provider’s prior three-year financial history before the Board awards or renews a workforce service contract.			yes	Prior Financial Monitoring reports; Audit reports	
3. Does workforce contractor have any adverse judgments or findings, such as administrative audit findings; Commission, Agency, or Board monitor findings; or sanctions by a Board or court of law?			No	Prior Financial Monitoring reports; Audit reports	
4. Does workforce contractor have provisions such as accounting for program income in accordance with federal regulations?			yes	Prior Financial Monitoring reports; Recoupment	
5. Does workforce contractor have non-federal/state resources for repayment of disallowed costs in a timely manner?			yes	Prior Financial Monitoring reports; Audit reports	
6. Does workforce contractor systems provide safeguarding of fixed assets and provide adequate internal controls for cash management, financial reporting, procurement, and cost allocation?			yes	Prior Financial Monitoring reports; Accounting Policies and Procedures; Cost Allocation Plan.	
7. Does workforce contractor has adequate fidelity bonding, general liability, property, worker's compensation, and error and omission insurance coverage to protect workforce funds?			no	Certificate of Insurance.	Pending evidence of insurance.
B. Conclusion					
1. Based on the above procedures, did the workforce contractor complies with the fiscal integrity requirements to administer workforce services			yes		Pending evidence of insurance coverage.

We have reviewed and concurred with the external financial monitor's recommendation.

Certifying Signature

Date

MEMORANDUM

To: Executive Committee

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, COO

Date: July 30, 2020

Subject: Discussion and Possible Action Contract Renewal of C2 Global Professional Services Adult and American Job Center Services

Summary: C2 GPS's Adult and American Job Services contract, 2021C2A2003, was initiated 10/01/2019 with three one-year renewal options.

For your review and action is the option to renew the contract for the upcoming 10/01/2020 – 09/30/2021 term, which is the first of three one-year renewal options in the procurement cycle of this contract. The contract will have two additional one-year terms remaining.

Analysis:

Fiscal Integrity. Passed Fiscal Integrity review.

Overall Performance. Met compliance with deliverables outlined in the contract including having adequate operating and management systems to effectively provide services in 13-County region; maintained adequate staffing to provide services; has actively participated in the collaboration and development of local partnerships.

Key Elements. Met and, or, Exceeded all TWC-contracted and local performance measures; maintained fiscal integrity; has shown improvements to meet expenditure benchmarks tied to the provision of direct services; has adhered to quality assurance and compliance requirements in accordance to local, state, and federal regulations with no questioned costs and demonstrated improvements in areas needing improvements; displays professionalism at all levels.

Innovation.

- Implemented new mobile technology, gained expertise and equipment capacity for on and off-site services for customers.
- Increased flexibility in delivery of services along with expansion in access to services to larger audiences than those traditionally mandated.
- Virtual orientations offered at flexible times in both English and Spanish.
- Staff has been cross-trained and prepared to triage customers for safe participation.

- Adapted Center operations and structure of traditional funding – cross-trained staff to incorporate additional fluidity and adaptability to execute projects by escalating or de-escalating resources as needed.
- Developed virtual job fairs, large and small.
- Focusing on outreaching customers to support target demand industry.

Challenges.

- Additional strategies, documentation, and coordination with partners/community providers, including reporting of efforts and outcomes.
- Changes in leadership increase risk which are expected to be reduced as leadership gains experience/knowledge.
- Having more of a rural focus in investments and efforts.
- Expanding/strengthening engagement with business community and industry.
- Improved management of multi-grant/special initiatives for increased planning and responsiveness.
- Decrease in funding.
- Continue adjusting to pandemic environment and maintaining safety of staff and customers.

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
C2 GPS	1 of 3	\$14,042,039	\$12,535,871	-\$1,506,168	-12.01%

Staff Recommendation: Approve Fiscal Integrity Review as presented and renew C2 GPS contract for the period of 10/1/2020 – 09/30/2021.

Alternatives: Prepare and open solicitation for the Adult and American Job Center Services.

Next Steps: If approved, initiate negotiations with C2 GPS and prepare Statement of Work (SOW), Profit Matrix, Participant Planning Summaries (PPSs), budget, and contract.

Attachments: Fiscal Integrity Review.

Workforce Board Area: Workforce Solutions Alamo
Contractor Name: C2GPS
Funding Source: Workforce Services
Contract Period: 10/1/20-9/30/21
Fiscal Integrity Review Date: 7/14/20
Prepared by: Christine H. Nguyen, CPA

Purpose:	To satisfy performance of the fiscal integrity evaluation of the contract that is being considered for renewal, or for a new contract to comply with the 40 TAC §802.21.				
Criteria:	Financial Manual for Grants and Contracts: Chapter 14.18; TAC §802.21 requires Boards to perform fiscal integrity evaluations of workforce service providers.				
Procedures:	TWC FMGC Reference	Results (Yes / No / NA)	Source Documents Reviewed	Comments	
I. Fiscal Integrity Review					
A. Desk Review Procedures					
1. Does the workforce service providers have the capacity or have program regulations to comply with the following requirements:					
(A) Federal and state statutes and regulations and directives of the Texas Workforce Commission.		yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, 2018 Audit reports.		
(B) Any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service providers.		yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, 2018 Audit reports.		
2. Review workforce service provider's prior three-year financial history before the Board awards or renews a workforce service contract.		No	Prior Financial Monitoring reports; 2018 Audit reports	C2GPS' 2019 audit report has not been completed- Due date was 6/30/20. Expected to complete by the end of July 2020; and current financial statements.	
3. Does workforce contractor have any adverse judgments or findings, such as administrative audit findings; Commission, Agency, or Board monitor findings; or sanctions by a Board or court of law?		No	Prior Financial Monitoring reports; 2018 Audit reports		
4. Does workforce contractor have provisions such as accounting for program income in accordance with federal regulations?		yes	Prior Financial Monitoring reports.		
5. Does workforce contractor have non-federal/state resources for repayment of disallowed costs in a timely manner?		yes	Prior Financial Monitoring reports; Tax Report.		
6. Does workforce contractor systems provide safeguarding of fixed assets and provide adequate internal controls for cash management, financial reporting, procurement, and cost allocation?		yes	Prior Financial Monitoring reports; Accounting Policies and Procedures; Cost Allocation Plan.		
7. Does workforce contractor has adequate fidelity bonding, general liability, property, worker's compensation, and error and omission insurance coverage to protect workforce funds?		no	Certificate of Insurance.	Pending evidence of worker's compensation.	
B. Conclusion	Chapter 14.18				
1. Based on the above procedures, did the workforce contractor complies with the fiscal integrity requirements to administer workforce services		Yes		Pending 2019 audit report, and current financial statement.	

We have reviewed and concurred with the external financial monitor's recommendation.

Certifying Signature

Date

MEMORANDUM

To: Executive Committee

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, COO

Date: July 30, 2020

Subject: Discussion and Possible Action C2 Global Professional Services Youth Urban Contract Renewal

Summary: C2 GPS's Youth Urban Services contract, 2021C2Y2003, was initiated 10/01/2018 with three one-year renewal options. The Board elected to renew the contract for one term 10/01/2019-09/30/2020.

For your review and action is the option to renew the contract for the upcoming 10/01/2020 – 09/30/2021 term, which is the second of three one-year renewal options in the procurement cycle of this contract. The contract will have one additional one-year term remaining.

Analysis:

Fiscal Integrity. Passed Fiscal Integrity Review.

Overall Performance. Met compliance with deliverables outlined in the contract including having adequate operating and management systems to effectively provide services in Bexar County; maintained adequate staffing to provide services; actively participated in the collaboration and development of local partnerships. Notably, C2 has increased and strengthened partnering throughout the community, including COSA, Next Level, Youthbuild, and others.

Key Elements. Met and, or, Exceeded all TWC-contracted and local performance measures; maintained fiscal integrity; has shown improvements to meet expenditure benchmarks tied to the provision of direct services; has adhered to quality assurance and compliance requirements in accordance to local, state, and federal regulations; displays professionalism at all levels.

Innovation.

- Refocused efforts to outreach in-school and out-of-school youth during COVID-19 pandemic.
- Partners with whom WSA previously did not partner with have opened their doors to both groups of youth customers.
- Developed virtual services, including orientations, workshops, and job fairs.

- Youth team prepared to guide youth through online target demand training or online long-term post-secondary pursuits.
- Focused on expanding the youth footprint by forging new partnerships while fostering existing partnerships that have common interest in serving youth workforce development.

Challenges.

- Turnover in staff and changes in management.
- Significant decrease in funding.
- Continue adjusting to pandemic environment and maintaining safety of staff and customers.

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
C2 GPS	2 of 3	\$3,095,080	\$1,388.911	-\$1,706,089	-55.1%

Staff Recommendation: Approve Fiscal Integrity Review as presented and renew C2 GPS contract for the period of 10/1/2020 – 09/30/2021.

Alternatives: Prepare and open solicitation for the Youth Urban Services.

Next Steps: If approved, initiate negotiations with C2 GPS and prepare Statement of Work (SOW), Profit Matrix, Participant Planning Summaries (PPSs), budgets, and contract.

Attachments: Fiscal Integrity Review.

Workforce Board Area: Workforce Solutions Alamo
Contractor Name: C2GPS
Funding Source: Workforce Services
Contract Period: 10/1/20-9/30/21
Fiscal Integrity Review Date: 7/14/20
Prepared by: Christine H. Nguyen, CPA

Purpose:	To satisfy performance of the fiscal integrity evaluation of the contract that is being considered for renewal, or for a new contract to comply with the 40 TAC §802.21.				
Criteria:	Financial Manual for Grants and Contracts: Chapter 14.18; TAC §802.21 requires Boards to perform fiscal integrity evaluations of workforce service providers.				
Procedures:		TWC FMGC Reference	Results (Yes / No / NA)	Source Documents Reviewed	Comments
I. Fiscal Integrity Review					
A. Desk Review Procedures					
1. Does the workforce service providers have the capacity or have program regulations to comply with the following requirements:					
(A) Federal and state statutes and regulations and directives of the Texas Workforce Commission.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, 2018 Audit reports.	
(B) Any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service providers.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, 2018 Audit reports.	
2. Review workforce service provider's prior three-year financial history before the Board awards or renews a workforce service contract.			No	Prior Financial Monitoring reports; 2018 Audit reports	C2GPS' 2019 audit report has not been completed- Due date was 6/30/20. Expected to complete by the end of July 2020; and current financial statements.
3. Does workforce contractor have any adverse judgments or findings, such as administrative audit findings; Commission, Agency, or Board monitor findings; or sanctions by a Board or court of law?			No	Prior Financial Monitoring reports; 2018 Audit reports	
4. Does workforce contractor have provisions such as accounting for program income in accordance with federal regulations?			yes	Prior Financial Monitoring reports.	
5. Does workforce contractor have non-federal/state resources for repayment of disallowed costs in a timely manner?			yes	Prior Financial Monitoring reports; Tax Report.	
6. Does workforce contractor systems provide safeguarding of fixed assets and provide adequate internal controls for cash management, financial reporting, procurement, and cost allocation?			yes	Prior Financial Monitoring reports; Accounting Policies and Procedures; Cost Allocation Plan.	
7. Does workforce contractor has adequate fidelity bonding, general liability, property, worker's compensation, and error and omission insurance coverage to protect workforce funds?			no	Certificate of Insurance.	Pending evidence of worker's compensation.
B. Conclusion		Chapter 14.18			
1. Based on the above procedures, did the workforce contractor complies with the fiscal integrity requirements to administer workforce services			Yes		Pending 2019 audit report, and current financial statement.

We have reviewed and concurred with the external financial monitor's recommendation.

Certifying Signature

Date

MEMORANDUM

To: Executive Committee

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, COO

Date: July 30, 2020

Subject: Discussion and Possible Action SERCO Youth Rural Contract Renewal

Summary: SERCO's Youth Rural Services contract, 2021SERCO003, was initiated 10/01/2018 with three one-year renewal options. The Board elected to renew the contract for one term 10/01/2019-09/30/2020.

For your review and action is the option to renew the contract for the upcoming 10/01/2020 – 09/30/2021 term, which is the second of three one-year renewal options in the procurement cycle of this contract. The contract will have one additional one-year term remaining.

Analysis:

Fiscal Integrity. Passed Fiscal Integrity review.

Overall Performance. Met compliance with deliverables outlined in the contract including having adequate operating and management systems to effectively provide services in the 12 rural counties; maintained adequate staffing to provide services; actively participated in the collaboration and development of local partnerships. Has effectively transformed services for youth in the rural areas, particularly in counties where services had been dormant.

Key Elements. Met and, or, Exceeded all TWC-contracted and local performance measures; maintained fiscal integrity; has shown improvements to meet expenditure benchmarks tied to the provision of direct services; has adhered to quality assurance and compliance requirements in accordance to local, state, and federal regulations including no questioned costs and minimal findings; displays professionalism at all levels.

Innovation.

- Successfully delivered an innovative and customer responsive business model for rural area youth.
- Adaptive responsiveness to COVID-19 through utilization of virtual and remote customer engagement practices.

- Implemented virtual orientations, enrollments, information processing , job fairs, including adjustments in traditional service hours/schedules.
- Redeployed operational funds toward client investments for greater community impact.
- Developed and implemented forecasting tools for performance achievement and fund expenditures management.
- Solidified employee training and development courses, including virtual and online training.
- Customized customer work experience partnerships with established firms such as Caterpillar in Seguin – implementing a model aligned with business/employer needs for incubation of future workers.
- Expanded partnerships such as SA Food Bank, including work experience services to address COVID-19 unprecedented challenges.

Challenges.

- Improve ways in which we highlight participant outcomes and successes coming from work with partners.
- Significant decrease in funding.
- Continue adjusting to pandemic environment and maintaining safety of staff and customers.

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
SERCO	2 of 3	\$1,546,752	\$1,047,928	-\$498,824	-32.2%

Staff Recommendation: Approve Fiscal Integrity Review as presented and renew SERCO's Youth Rural Services contract for the period of 10/1/2020 – 09/30/2021.

Alternatives: Prepare and open solicitation for the Youth Rural Services.

Next Steps: If approved, initiate negotiations with SERCO and prepare Statement of Work (SOW), Profit Matrix, Participant Planning Summaries (PPSs), budget, and contract.

Attachments: Fiscal Integrity Review.

Workforce Board Area: Workforce Solutions Alamo
Contractor Name: SERCO of Texas
Funding Source: WIOA - Youth
Contract Period: 10/1/20-9/30/21
Fiscal Integrity Review Date: 7/15/20
Prepared by: Christine H. Nguyen, CPA

Purpose:		To satisfy performance of the fiscal integrity evaluation of the contract that is being considered for renewal, or for a new contract to comply with the 40 TAC §802.21.			
Criteria:		Financial Manual for Grants and Contracts: Chapter 14.18; TAC §802.21 requires Boards to perform fiscal integrity evaluations of workforce service providers.			
Procedures:		TWC FMGC Reference	Results (Yes / No / NA)	Source Documents Reviewed	Comments
I. Fiscal Integrity Review					
A. Desk Review Procedures					
1. Does the workforce service providers have the capacity or have program regulations to comply with the following requirements:					
(A) Federal and state statutes and regulations and directives of the Texas Workforce Commission.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, Audit reports.	
(B) Any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service providers.			yes	Prior Financial Monitoring reviews; Accounting Policies and Procedures, Audit reports.	
2. Review workforce service provider's prior three-year financial history before the Board awards or renews a workforce service contract.			yes	Prior Financial Monitoring reports; Audit reports	Pending review of current financial statements.
3. Does workforce contractor have any adverse judgments or findings, such as administrative audit findings; Commission, Agency, or Board monitor findings; or sanctions by a Board or court of law?			No	Prior Financial Monitoring reports; Audit reports	
4. Does workforce contractor have provisions such as accounting for program income in accordance with federal regulations?			yes	Prior Financial Monitoring reports; Recoupment	
5. Does workforce contractor have non-federal/state resources for repayment of disallowed costs in a timely manner?			yes	Prior Financial Monitoring reports; Audit reports	
6. Does workforce contractor systems provide safeguarding of fixed assets and provide adequate internal controls for cash management, financial reporting, procurement, and cost allocation?			yes	Prior Financial Monitoring reports; Accounting Policies and Procedures; Cost Allocation Plan.	
7. Does workforce contractor has adequate fidelity bonding, general liability, property, worker's compensation, and error and omission insurance coverage to protect workforce funds?			no	Certificate of Insurance.	Pending evidence of worker's compensation coverage.
B. Conclusion					
1. Based on the above procedures, did the workforce contractor complies with the fiscal integrity requirements to administer workforce services		Chapter 14.18	yes		Except for evidence of worker's compensation insurance coverage, and current financial statements.

We have reviewed and concurred with the external financial monitor's recommendation.

Certifying Signature

Date

Contract Renewals

Mark Milton, WSA COO

8/10/20



Renewal Summary

- Workforce operator contracts are up for renewal effective 10/01/20;
- Contracts include:
 - C2 GPS Adult Services, C2 GPS Urban Youth Services, SERCO Rural, Youth Services, COSA Childcare Services
- Information included in this summary is:
 - Fiscal integrity review status
 - Overall Performance Outcomes
 - Innovation
 - Areas for Improvement
 - Recommendations
 - Expected Award
 - Next Steps



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C2 Adult Services

Fiscal Integrity Review: Passed

Overall Performance:

- Met Compliance and Deliverables in the Contract with adequate staffing;
- Actively Participated in Community Partnerships;
 - Exceeded 4 performance measures;
 - On track with expenditure rates

Innovation:

- Increased flexibility to expand virtual services during the pandemic;
- Virtual job fairs and orientations have been well received by the public;
 - Expanded mobile services for customers impacted by the pandemic;
- Actively engaged in Bexar and COSA funding to serve more individuals during the pandemic

Areas for Improvement:

- Increase emphasis on placing UI claimants impacted by COVID-19 (non-program participants)
- Focus on serving more residents in the rural communities;
- Establish new fiscal leadership and subject matter experts;
 - Expand and strengthen engagement with businesses and community partnerships;
- Focus on a lower cost per participant in order to serve more individuals with potentially less funding
- More of a focus on special projects and grants and project management

C2 GPS Adult Services

Staff Recommendation:

Approve Fiscal Integrity Review

Renew C2 GPS Contract for the period of 10/01/2020-09/30/2021

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
C2 GPS	2 of 3	\$14,042,039	\$12,535,871	-\$1,506,168	-12.01%

Next Steps:

1. SOW with C2 GPS
2. Profit Matrix
3. Participant Planning Summaries
4. Budget

C2 GPS Youth Services

Fiscal Integrity Review: Passed

Overall Performance:

- Met Compliance and Deliverables in the Contract with adequate staffing;
 - On track with expenditure rates

Innovation:

- Refocused efforts to outreach in-school and out-of-school youth during pandemic;
- Virtual job fairs and orientations have been well received by the public;
- Youth team provided training on how to find a job in a targeted occupation during the pandemic;
 - Actively engaged in new partnerships

Areas for Improvement:

- Need more focus on special grants and programs pertaining to Youth;
- Key partnership development with COSA and next level center needs to be expanded;
- Establish new fiscal leadership and subject matter experts;
- Focus on a lower cost per participant in order to serve more individuals with potentially less funding;
- More work with local ISDs and how to transition students into the workforce

C2 GPS Youth Services

Staff Recommendation:

Approve Fiscal Integrity Review

Renew C2 GPS Contract for the period of 10/01/2020-09/30/2021

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
C2 GPS	3 of 3	\$3,095,080	\$1,388,911	-\$1,706,089	-55.1%

Next Steps:

1. SOW with C2 GPS
2. Profit Matrix
3. Participant Planning Summaries
4. Budget

SERCO Youth Services

Fiscal Integrity Review: Passed

Overall Performance:

- Met Compliance and Deliverables in the Contract with adequate staffing;
 - On track with expenditure rates

Innovation:

- Successfully delivered an innovative business model to serve youth in the rural areas;
- Virtual job fairs and orientations have been well received by the public;
- Developed forecasting tools for performance and expenditures;
- Customized work experience partnerships with established firms such as Caterpillar in Seguin

Areas for Improvement:

- Improve success stories and partner engagement;
- Focus on a lower cost per participant in order to serve more individuals with potentially less funding;
- More work with local ISDs and how to transition students into the workforce

SERCO Youth Services

Staff Recommendation:

Approve Fiscal Integrity Review

Renew SERCO Contract for the period of 10/01/2020-09/30/2021

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
SERCO	3 of 3	\$1,546,752	\$1,047,928	-\$498,824	-32.2%

Next Steps:

1. SOW with SERCO
2. Profit Matrix
3. Participant Planning Summaries
4. Budget

COSA Childcare Services

Fiscal Integrity Review: Passed

Overall Performance:

- Met Compliance and Deliverables in the Contract with adequate staffing;
 - On track with expenditure rates

Innovation:

- COSA was the first WSA Contractor to implement electronic customer forms and electronic Cabinet filing system;
- These innovations helped COSA thrive during the COVID-19 pandemic as this business model accommodated customers during the crisis.

Areas for Improvement:

- Unexpected expenses tied to COVID-19 as the pandemic continues to evolve;
- There will be a limited budget in Program Year (PY) 2021;
- Continue adjusting to pandemic environment and maintaining safety of staff and customers;
- Continue maintaining childcare industry vibrant particularly in areas with low capacity.

COSA Child Care Services

Staff Recommendation:

Approve Fiscal Integrity Review

Renew COSA Contract for the period of 10/01/2020-09/30/2021

Fiscal Impact:

Contractor	Renewal Cycle	2020 Budget	2021 Estimated Budget	Difference	% Change
City of SA	3 of 3	\$68,039,377	\$64,139,733	-\$3,899,644	-6.08%

Next Steps:

1. SOW with COSA
2. Profit Matrix
3. Participant Planning Summaries
4. Budget



Questions?

Contact Info:

Mark Milton
COO

mmilton@wsalamo.org
210-272-3250 Office



MONTHLY PERFORMANCE & SERVICES REPORTS

MAY 2020

WORKFORCE PROGRAM REPORTS

Program Year (PY) 2019-2020 TWC-Contracted Performance Measures - MAY 2020) Final

WIOA Adult	Definition	Target	YTD	% Target	Status
Adult Employed in the 2 nd Quarter	The percentage of WIOA Adult registered participants in unsubsidized employment during the 2 nd quarter after exit from the program.	81.50%	82.28%	100.96%	MP
Adult Employed in the 4 th Quarter	Percentage of WIOA Adult registered participants who are in unsubsidized employment during the 4 th quarter after exit from the program.	82.50%	83.86%	101.65%	MP
Adult Median Earnings in the 2 nd Quarter	Median earnings of WIOA Adult registered participants during the 2 nd Quarter after exit from the program.	<i>n a</i>	\$8,362.56	<i>n a</i>	<i>n a</i>
Adult Credential Rate	Percentage of WIOA Adult registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	87.50%	85.94%	98.22%	MP

WIOA Dislocated Worker	Definition	Target	YTD	% Target	Status
DW Employed in the 2 nd Quarter	The percentage of WIOA DW registered participants in unsubsidized employment during the 2 nd quarter after exit from the program.	85.20%	84.31%	98.96%	MP
DW Employed in the 4 th Quarter	Percentage of WIOA DW registered participants who are in unsubsidized employment during the 4 th quarter after exit from the program.	82.90%	77.37%	93.33%	MP
DW Median Earnings in the 2 nd Quarter	Median earnings of WIOA DW registered participants during the 2 nd Quarter after exit from the program.	<i>n a</i>	\$8,612.01	<i>n a</i>	<i>n a</i>
DW Credential Rate	Percentage of WIOA DW registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	78.30%	86.79%	110.84%	+P

WIOA Youth	Definition	Target	YTD	% Target	Status
Youth Employed, in Training, or in Education in the 2 nd Quarter	Percentage of WIOA Youth registered participants in education or training or in unsubsidized employment during the 2 nd quarter after exit from the program.	73.20%	69.62%	95.11%	MP
Youth Employed, in Training or in Education in the 4 th Quarter	Percentage of WIOA Youth registered participants in education or training or in unsubsidized employment during the 4 th quarter after exit from the program.	72.30%	72.47%	100.24%	MP
Youth Credential Rate	Percentage of WIOA Youth registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	49.40%	57.89%	117.19%	+P

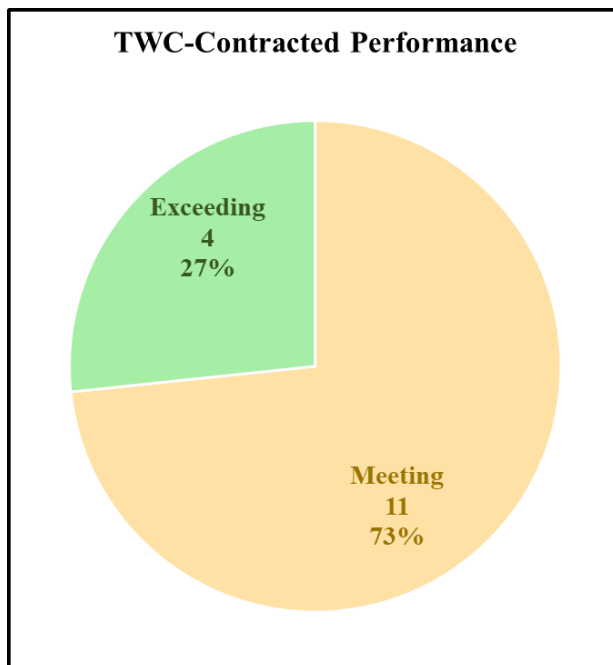
WIOA All Participants	Definition	Target	YTD	% Target	Status
All Participants Employed in the 2 nd Quarter	Percentage of Job Seekers in unsubsidized employment during the 2 nd quarter after exit from the program.	69.00%	71.52%	103.65%	MP
All Participants Employed Quarters 2-4 Post Exit	Percentage of Job Seekers in unsubsidized employment during the 4 th quarter after exit from the program.	84.00%	86.67%	103.18%	MP
All Participants Median Earnings 2 nd Quarter Post Exit	Median earnings of Job Seekers during the 2 nd Quarter after exit from the program.	\$5,561.00	\$6,249.80	112.39%	+P
All Participants Credential Rate	Percentage of Job Seekers who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	60.00%	76.67%	127.78%	+P

Employers	Definition	Target	YTD	% Target	Status
Employers Served	Number of employers receiving workforce assistance.	<i>n a</i>	<i>n a</i>	<i>n a</i>	<i>n a</i>

Program	Definition	Target	YTD	% Target	Status
Choices Full Work Rate	Percentage of TANF recipients required to meet work-related participation requirements.	50.00%	48.49%	96.98%	MP
Claimant Reemployment	Percentage of unemployment insurance (UI) recipients who re-enter employment within 10 weeks.	<i>n a</i>	<i>n a</i>	<i>n a</i>	<i>n a</i>
Ave # of Children Served	Average number of children receiving subsidized childcare	10,469	10,383	99.18%	MP

Source: TWC Monthly Performance Report (MPR) released 07/07/2020.

"Exit" means participant is no longer scheduled to receive a program funded service.



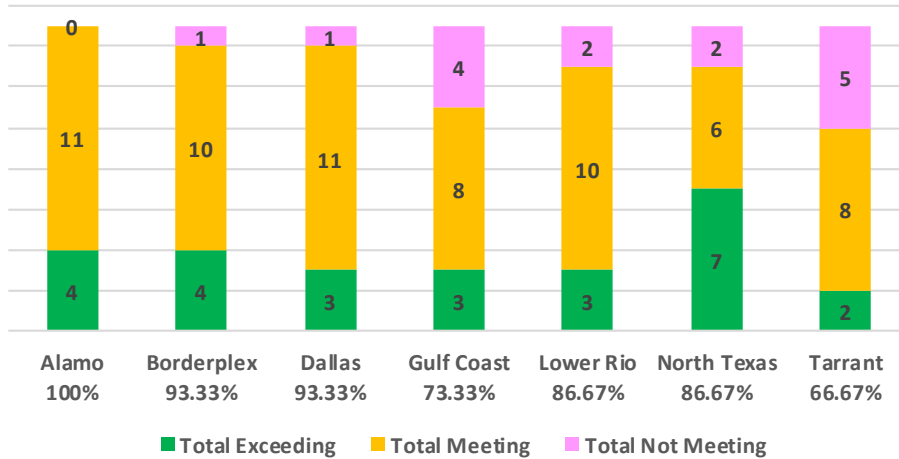
WIOA Measures & Their Participant "Exit" Dates	From	To
Employed/Enrolled at Q2, Employed at Q2, Median Earnings at Q2	7/1/2018	3/31/2019
Employed/Enrolled at Q2-Q4, Employed at Q4, Credential Rate	1/1/2018	9/30/2018

Performance Comments

- **Acceptable Levels of Performance** - In e-mail dated 9/28/18 TWC recommended acceptable levels of performance updates for WIOA measures only (excludes LBB and TWC measures) and applied the follow standards: MP for BCY19 and beyond is 90%-110% of target.
- **Median Earnings** - In e-mail dated 11/2/18 TWC identified issues regarding Q2 and Q4 targets. As a result, TWC has decided on not setting Median Earnings Targets at this time. Projected timeframe for Median Earnings Targets is May once casemixes can be more accurately evaluated.
- **Employers Served** – TWC is still working on WorkInTexas fix to correctly display Employers Served data.
- **Average Number Children Served Per Day – Combined**– On 1/7/2020, TWC approved updated CC targets which will begin to be displayed and used for Measure Status with the February MPR.
- **Claimants Reemployment** - TWC is currently unable to accurately report performance at this time and will begin reporting measure once this is fixed.

MPR Board Comparison Report (YTD) release date 07/07/2020

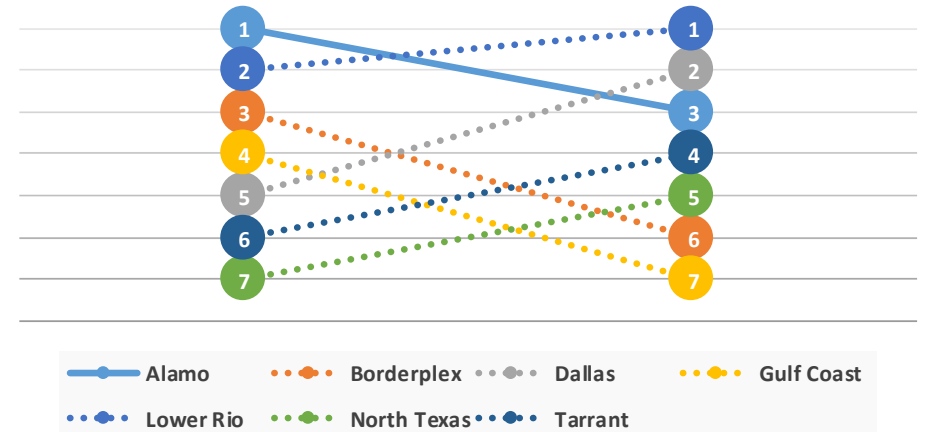
Performance Measure Totals Large Boards



PROGRAM RANKINGS

CHOICES WORK RATE

CHILDREN SERVED

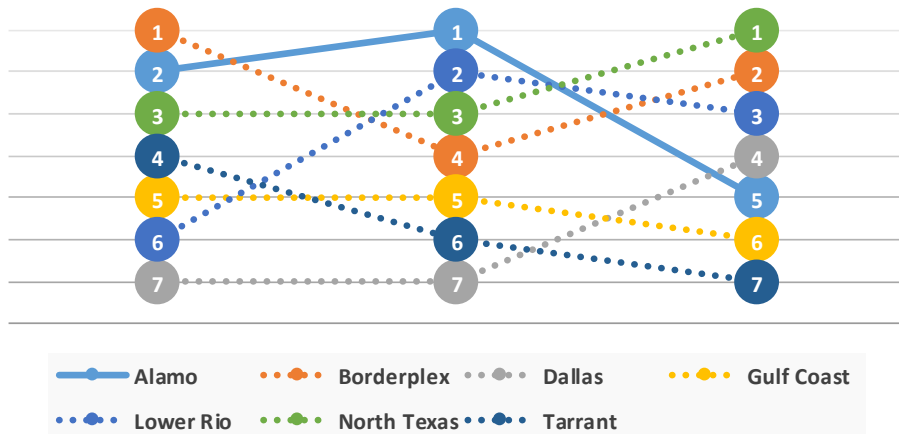


WIOA ADULT RANKINGS

EMPLOYED Q2

EMPLOYED Q4

CREDENTIALS

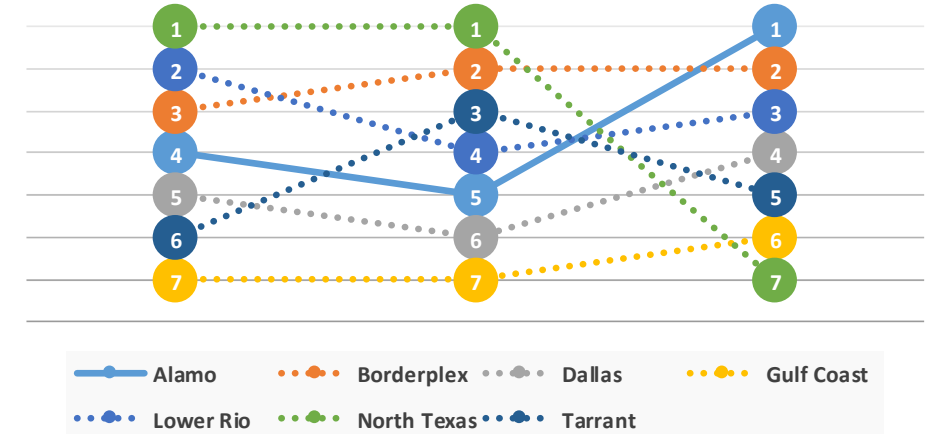


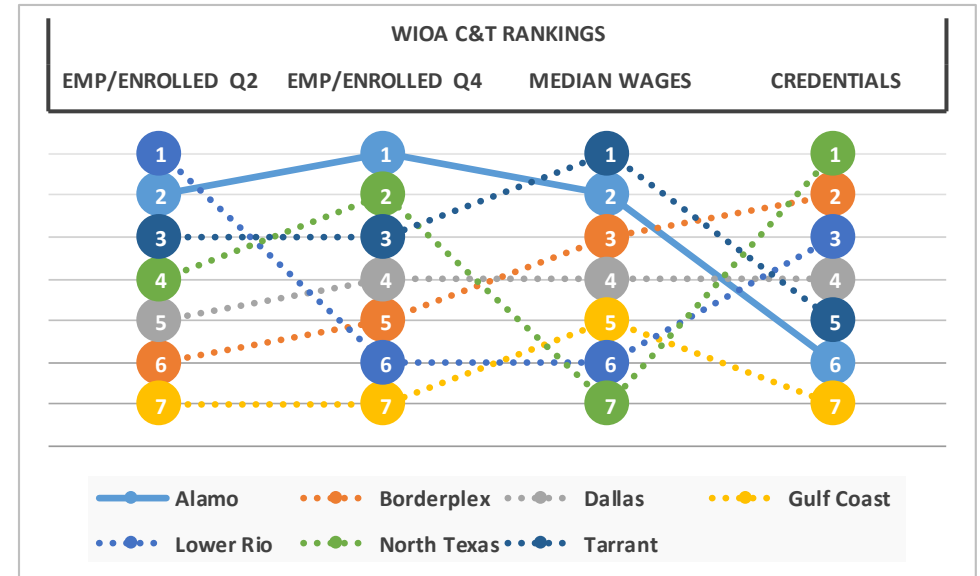
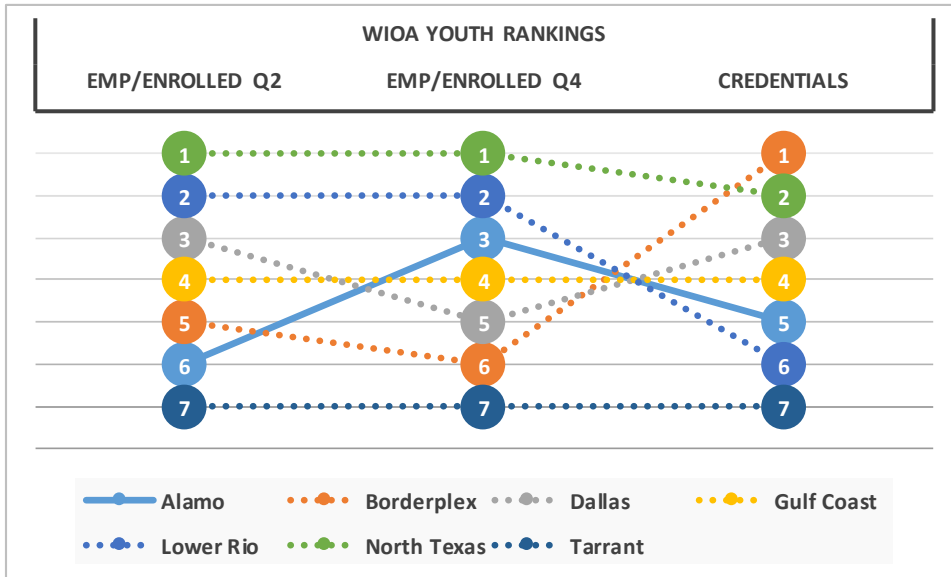
WIOA DW RANKINGS

EMPLOYED Q2

EMPLOYED Q4

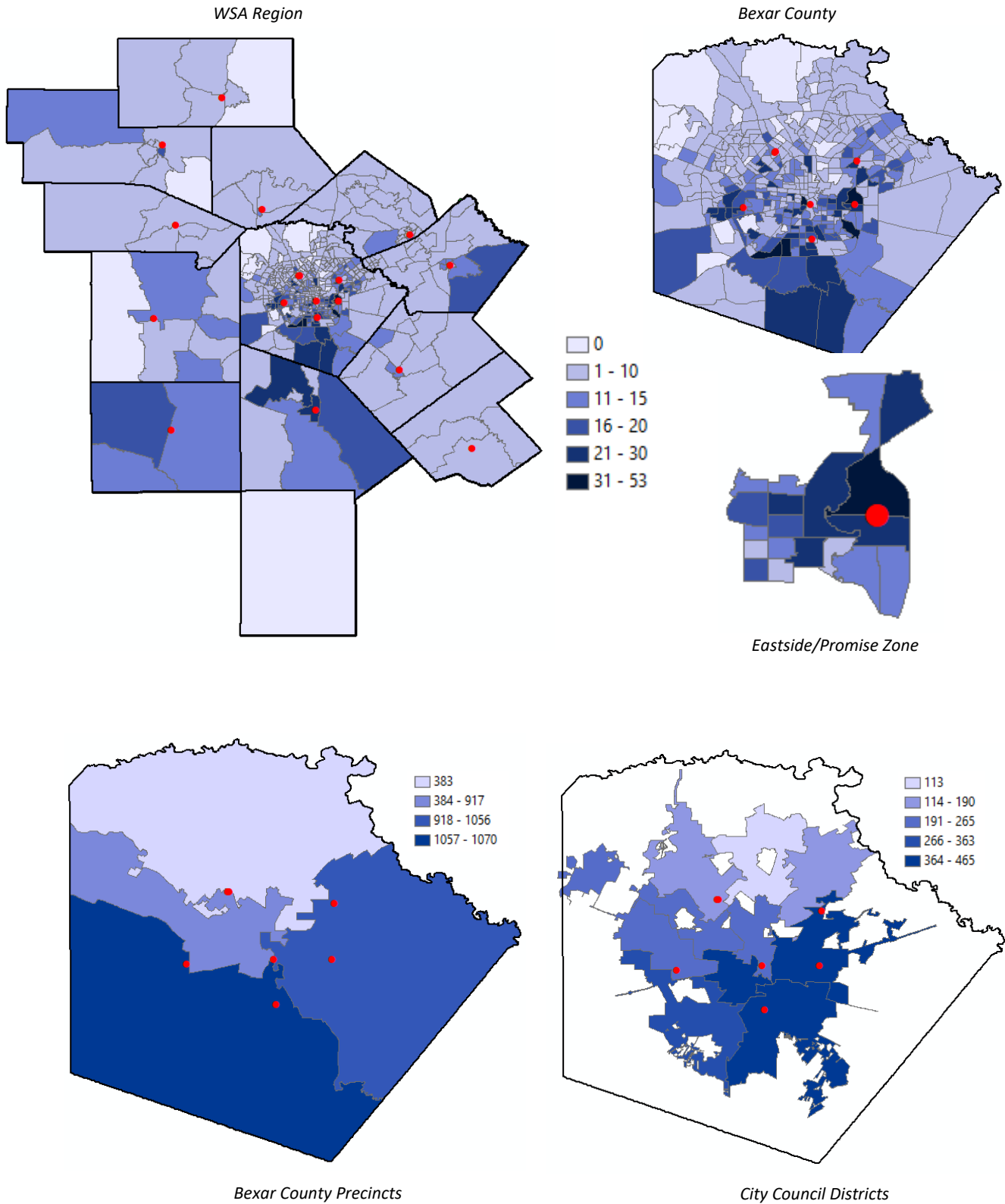
CREDENTIALS





Year-to-Date (Oct-May 2020) Program Participants

The following maps show geocoded residential addresses of program participants.
Due to geocoding limitations, the maps commonly show an undercount.



**Program Participants by County of Residence
Year-to-Date (Oct 2019-May 2020)
Workforce Solutions Alamo**

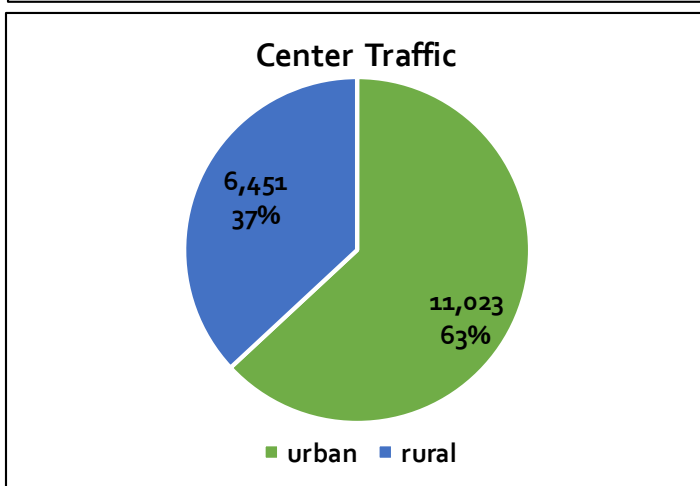
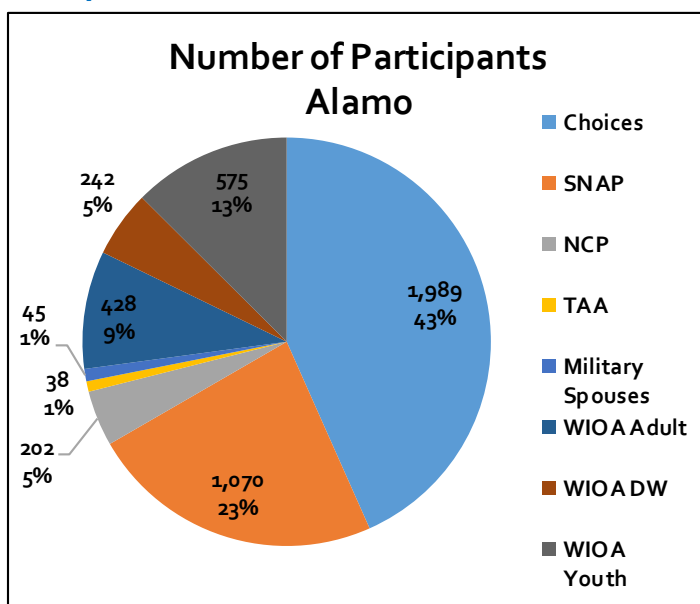
COUNTY	CHOICES	SNAP	NCP	TAA	Military Spouses	Adult	DW	Youth	Total
ATASCOSA	35	15	0	1	0	18	12	18	99
BANDERA	6	6	0	0	0	3	2	12	29
BEXAR	1757	909	201	33	41	308	169	355	3773
COMAL	48	24	0	1	0	18	10	40	141
FRIO	9	13	0	0	0	18	8	11	59
GILLESPIE	1	1	0	0	0	3	0	3	8
GUADALUPE	53	32	0	1	4	23	14	53	180
KARNES	4	4	0	0	0	1	2	6	17
KENDALL	5	5	0	1	0	4	7	17	39
KERR	18	15	0	0	0	12	2	23	70
MCMULLEN	0	0	0	0	0	0	0	0	0
MEDINA	14	24	0	0	0	8	6	17	69
OTHER	25	15	1	1	0	3	0	4	49
WILSON	14	7	0	0	0	9	10	16	56
Total	1989	1070	202	38	45	428	242	575	4589

Note: Data may not be accurate. TWC data applications/TWIST are configured to report information by the Center from which services are provided and not by residence location. Residence information may be impacted in different ways (e.g., TWIST data are modified through batch processes from data that are updated in WorkInTexas/WIT without staff intervention; participants may move without reporting the change; for some participants, such as TANF and SNAP, their address locations may be imported from other applications, such as from Health and Human Services, etc.).

Source: Participant data by County of residence using TWIST Management Summary report.

Center Visitors (May 2020)

Office	Call Center	Email	Center	Grand Total
East Houston	701	238	32	971
Datapoint	443	909	55	1,407
Marbach	1,533	811	34	2,378
South Flores	1,965	551	81	2,597
Walzem	1,447	2,133	90	3,670
Urban	6,089	4,642	292	11,023
Bandera	0	0	0	0
Boerne	122	80	35	237
Floresville	353	979	16	1,348
Fredericksburg	0	0	0	0
Hondo	55	25	25	105
Kenedy	14	305	0	319
Kerrville	245	201	30	476
New Braunfels	163	368	33	564
Pearsall	258	125	30	413
Pleasanton	701	333	75	1,109
Seguin	628	1,248	4	1,880
Rural	2,539	3,664	248	6,451
Total	8,628	8,306	540	17,474



Labor Market Exchange (Oct 2019 - May 2020) *WorkInTexas (WIT) data*

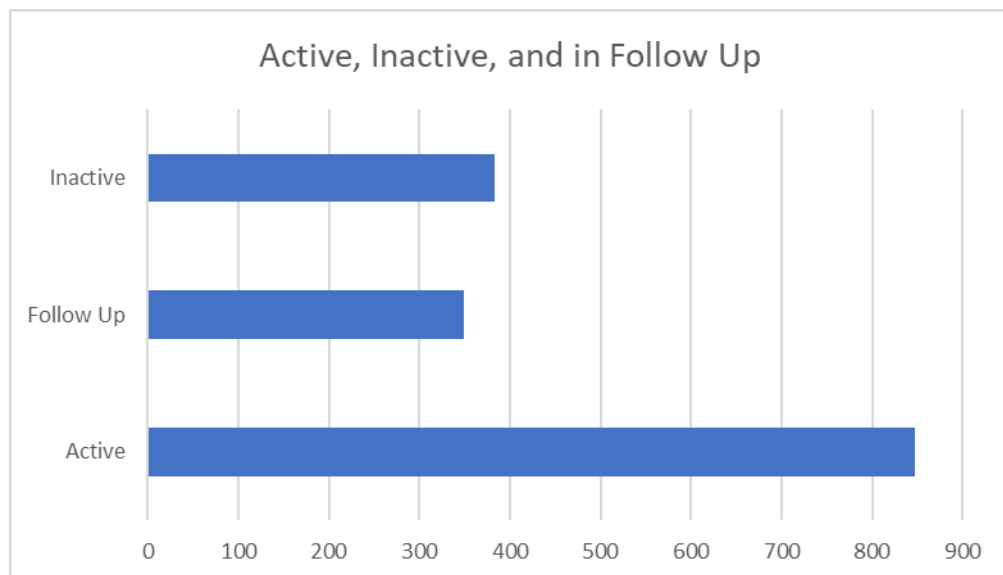
- **Total placements: 8,246**
- **Job Orders: 16,783**
- **Active Job Seekers: 138,724**
- **Employer Recruitment, employers with Job Openings: 1,803**

**RECAP: Caseloads by Program and County
Snapshot as of 07/01/2020**

County	Program								Grand Total
	CHOICES	MILITARY SPOUSE	NCP	SNAP	TAA	WIOA ADULT	WIOA DW	WIOA YOUTH	
Atascosa	6	0	0	0	1	34	15	16	72
Bandera	0	0	0	0	0	1	4	8	13
Bexar	353	39	26	28	19	258	172	243	1138
Comal	4	0	0	0	4	29	28	37	102
Frio	1	0	0	0	0	18	11	6	36
Gillespie	0	0	0	0	0	2	0	0	2
Guadalupe	4	0	0	0	0	14	7	45	70
Karnes	0	0	0	0	0	2	0	9	11
Kendall	0	0	0	0	0	12	8	17	37
Kerr	0	0	0	0	0	14	2	13	29
Medina	2	0	0	0	0	8	8	14	32
Wilson	2	0	0	0	0	8	9	18	37
Grand Total	372	39	26	28	24	400	264	426	1579

**RECAP: Active, Inactive, and In Follow Up
As of 07/01/2020**

Status	PROGRAM								Grand Total
	CHOICES	MILITARY SPOUSE	NCP	SNAP	TAA	WIOA ADULT	WIOA DW	WIOA YOUTH	
Active	370	6	21	28	23	131	87	181	847
Follow Up	0	27	0	0	0	145	73	104	349
Inactive	2	6	5	0	1	124	104	141	383
Grand Total	372	39	26	28	24	400	264	426	1579



RECAP: # of Days Inactive by Fund and County
Snapshot as of 07/01/2020

FUND	COUNTY	# of Days Inactive				Grand Total
		<45	45-59	60-74	75-89	
WIOA YOUTH	Atascosa	2	0	0	0	2
	Bandera	1	0	0	0	1
	Bexar	89	11	12	4	116
	Comal	3	0	2	0	5
	Frio	2	0	0	0	2
	Guadalupe	7	0	0	0	7
	Karnes	1	0	0	0	1
	Kerr	1	0	0	0	1
	Medina	1	0	0	0	1
	Wilson	5	0	0	0	5
WIOA YOUTH Total		112	11	14	4	141
WIOA DW	Atascosa	10	0	0	0	10
	Bandera	1	0	0	0	1
	Bexar	67	0	1	0	68
	Comal	10	1	0	0	11
	Frio	4	0	0	0	4
	Kendall	4	0	0	0	4
	Medina	3	0	0	0	3
	Wilson	3	0	0	0	3
WIOA DW Total		102	1	1	0	104
WIOA ADULT	Atascosa	8	0	0	0	8
	Bandera	1	0	0	0	1
	Bexar	71	7	5	0	83
	Comal	13	0	0	0	13
	Frio	5	2	0	0	7
	Guadalupe	1	0	0	2	3
	Karnes	1	0	0	0	1
	Kendall	3	0	0	0	3
	Kerr	2	0	0	0	2
	Medina	2	0	0	0	2
	Wilson	0	1	0	0	1
WIOA ADULT Total		107	10	5	2	124
TAA	Bexar	0	0	1	0	1
TAA Total		0	0	1	0	1
NCP	Bexar	5	0	0	0	5
NCP Total		5	0	0	0	5
MILITARY SPOUSE	Bexar	6	0	0	0	6
MILITARY SPOUSE Total		6	0	0	0	6
CHOICES	Bexar	2	0	0	0	2
CHOICES Total		2	0	0	0	2
Grand Total		334	22	21	6	383

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
1	Skills Development Fund COVID-19 Special Initiative	Statewide Initiative	Skills Development Funds to respond to industry and workforce training needs. Partner with public community and technical colleges, TEEX, or community-based organizations to provide customize training in a timely and efficient manner.	C2 GPS, Businesses, Alamo Colleges, TEEX, other training providers	Performance and Expenditures Projections at the following intervals: • 25% of the grant period; • 50% of the grant period; and • 75% of the grant period.	2 training providers approved by TWC for pre-apprenticeship training in electrical, Cyber Security, Data Analytics and Digital Marketing. Training Start date: August 2020. Training Participant Outreach and recruitment in July 2020.	In-progress	None
	\$287,500	6/9/2020	6/30/2021					
2	Disaster Recovery Dislocated Worker Grant - COVID-19	Statewide Initiative	Disaster grant funds to assist individuals residing in the Alamo 13 County region affected by COVID-19 find temporary employment in response to major economic dislocations.	C2 GPS, SA FoodBank, SAHA, Meals on Wheels (Frio & Bandera), Health Collaborative, United Way, SA Visit, AACOG.	Provide disaster relief employment and support services to 122 dislocated workers	Outreach and recruitment underway via WIT, Unemployment Insurance (UI) Claimants ad hoc list, WSA Website, Social Media and WSA Call Centers. Work Site agreements and MOU completed with SA Food Bank. SA Food Bank disaster relief employment start date: July 20th. Other employers pending.	In-progress	Lack of interested and qualified candidates. (The outreach and recruitment efforts were increased and it is paying off).
	\$1,302,401.00	5/5/2020	3/31/2021					
3	Hiring Red, White & You!	Workforce Commission Initiatives (WCI)	Annual Job Fair (statewide) for Transitioning Service Members, Veterans, Military Spouses, and the Public. New this year: Virtual Job Fair. November 5, 2020	Veteran Coalitions/ Event Planning Committee Members: (numerous partners including JBSA, TVC, TVLP, MOAA, USO, VRS, City of San Antonio EDF, Alamo Colleges, Bexar County Veterans Service Center, GI-Forum, RBFCU, Texas Veterans Network (formerly TX SERVES SA), Wounded Warriors, C2 GPS, SERCO.	2020 Virtual Job HRWY Event: 1. 160+ Employers, 60 Veteran Resource Booths 2. 1500+ Job Seekers 3. Promote the event among TRI Board areas: Alamo, Rural Capital and Capital Area.	2019 Outcomes 1. Registered Employers - 161 2. Registered Jobseekers - 2,022 (Veterans - 894, Non Veterans- 1,128). 3. Veterans Information Village - 60. 4. On-site hires - 111 (5.5%). Employers were expected to make more hires days/weeks after the event. WSA expected to verify employment via TWC wage records prior to COVID-19	In-progress	As a result of COVID-19, transition to a virtual job fair event or a combination of several virtual events ahead of the event date is necessary due to the large number of job seekers displaced by COVID-19.
	\$37,100	10/1/2019	9/30/2020					
4	Career in Texas Industries/Youth Career Fair Events	Workforce Commission Initiatives (WCI)	"#DreamBiggerGoFurther Career Pathways Summit" Date/Location TBD Annual Career Pathways event for students. Careers in Texas Industries or Youth Career events for middle-school, high school, and postsecondary students, including employer exploration of career opportunities in industry. Information of career opportunities including pathways to in-demand careers, networking, internships, and other applied learning opportunities.	Career Pathways Planning Committee (Includes Independent School Districts & Region 20, & other partner agencies), C2 GPS, SERCO.	2020 Virtual Career Pathways Event 1. 1000 students 2. 50 Employers 3. 50 Presenters	2019 Event Outcomes: 1. 14 schools registered with 404 registered students: 238 in healthcare, 37 in advanced manufacturing, 72 in construction, 57 in IT. 2. 11 presenters participated.	In-progress	As a result of COVID-19, our challenge becomes transitioning to a virtual event and the determination of when the school year resumes in September 2020.
	\$50,000	10/1/2019	9/30/2020					
5	Excellence in Rural Service Delivery	Workforce Commission Initiatives (WCI)	New TWC funding focused on innovative strategies to expand accessibility and services in the most rural and remote areas of the Alamo region.	AACOG > Five (5) partner locations in rural areas: Bandera Library, Fredericksburg Hill Country University, City of Diley, Schertz Library, McMullen County. > Commissioner Rodriguez (rural area in Bexar County).	1. 5 Kiosks in rural counties and 1 Kiosk in rural area of Bexar County 2. Relocation of two satellite offices (Bandera and Fredericksburg) 3. Explore/research Mobile unit	1. Kiosks have been ordered 2. Located new locations for Bandera and Fredericksburg 3. Mobile unit - in continued research by Board Staff and Board of Directors. Current milestones moving according to timeline/plan.	In-progress Initial Board directive took long to implement	Finalizing procedures, will schedule staff training, integration with WSA IT network structure, customer 'call center' and staffing infrastructure.
	\$41,000	10/1/2019	1/31/2020					
6	Teacher Externship	Statewide Initiative	TWC approved a 2020 revised plan to provide teacher externship curriculum during Fall 2020, Spring and Summer 2021 to 150 middle and high school teachers and counselors.	Steuck & Associates Alamo STEM Coalition	1. Register 150 teachers 2. Successful completion of the program 140 teachers 3. Recruit 15 companies/ organizations for virtual externship experiences	Develop virtual externship plan.	In-progress	Capacity and sustainability
	\$200,000	7/15/2019	8/31/2021					

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
7	Teacher Externship Plus	Statewide Initiative	TWC approved the 2020 revised plan to increase sustainability of externship services and ensure replicate in the communities.	Steuck & Associates Alamo STEM Coalition	1. Build sustainability/capacity 2. Replicate in communities 3. Fall/Spring Events (virtual teacher externships) 4. District-initiated events (virtual externship visit) 5. Host-initiated events (coordinate meetings with remote representatives) 6. Digital Badging: integrate with ESC-20's effort for teacher and student inclusion of outcomes.	Drafted a copy of the Digital Badging Guide to instruct educators how to use digital badging in their classrooms.	In-progress	Capacity and sustainability
	\$100,000							
	7/15/2019	8/31/2021						
8	Women's Entrepreneurship Bootcamp	Statewide Initiative	TWC made funding available to provide 1-day physical and virtual entrepreneurship bootcamp for eligible women.	UTSA = main partner delivering bootcamp. Partner locations for virtual bootcamp: South Texas Regional Training Center (Hondo), Coastal Bend College (Pleasanton), Alamo Colleges (Central Texas Technology Center, Seguin/New Braunfels)..	1. In-person bootcamp: 20 participants x 8 sessions = 160 participants. 2. Virtual bootcamp: 10 participants x 8 sessions = 80 participants. 3. Curriculum development for women entrepreneurs.	MOUs and contracts/agreements in place. Bootcamps successfully conducted January and February 2020. In-person bootcamps were transmitted to virtual sites via WebEX. Targeted participants were 50 for each bootcamp. For both bootcamps - registered participants were 144. Actual attendees were 58. Extensive outreach resulted in increased registrations in March, April, May bootcamps. These were subsequently cancelled. The first session in June was cancelled due to short time-frame to collect eligibility docs. The session on July 16, 2020 was conducted. For this session 39 participants registered. Final attendee report is pending.	After cancelation of March, April, May sessions due to pandemic, an alternative plan was submitted to TWC for an all virtual delivery format. Project is still in progress.	Main partner's capacity (they took on this additional initiative), identification and coordination of virtual partner locations, technology to stream virtual bootcamps, curriculum development copyrights. The pandemic caused the bootcamps to be cancelled in March, April, May. An alternative plan was submitted to TWC as May 18, 2020. The plan included the increased capacity for WebEx at UTSA to 200 individuals per session, that allows continuation of bootcamps virtual at all sites. The proposed plan will target registrants in the Jun-Aug 2020 bootcamps inviting them to attend virtual sessions Jun-Aug 2020. Curriculum was modified to accommodate the new delivery format. The sessions timeframe has changed to half day sessions, two sessions per month, one in Spanish and one in English.
	\$58,200							
	7/26/2019	8/31/2021						
9	Texas Industry Partnership	Statewide Initiative	Support South Texas Electrical JATC, a 501(c)(3) electricians and technologies apprenticeship program develop a Certified Building Industry Consulting Service International (BICSI) Lab as an Authorized Training Facility (ATF).	South Texas Electrical JATC, a 501(c)(3) nonprofit electricians and technologies apprenticeship program, as registered with the U.S. Department of Labor.	Development of a Certified Building Industry Consulting Service International (BICSI) Lab, and be recognized as a BICSI Authorized Training Facility (ATF).	Reimbursement to JATC for the cost of the equipment will be finalized in July 2020.	In-progress	The recruitment of actual apprentices is pending. Additional delays due to COVID-19. Expect the project to get back on track starting in July 2020.
	\$64,000							
	7/26/2019	8/31/2020						
10	WIOA ITAs Urban	Statewide Initiative	Leftover balance of Statewide Initiative funds must be used toward ITAs. Upskilling of WIOA participants with industry-recognized credentials in in-demand occupations	C2 GPS	> 13 - 14 participants enrolled in credentialing educ/training. > 8 - 9 obtain an industry-recognized credential.	Grant extension to 2021. Daily Virtual Orientations at both Urban and Rural areas for outreach and recruitment.	In-progress	New training enrollments delayed due to COVID-19. Jobseekers are focused on signing up for UI benefits.
	\$48,000							
	7/26/2019	8/31/2020						
	WIOA ITAs Rural	Statewide Initiative		SERCO	> 2 - 3 participants enroll in credentialing educ/training. > 1 - 2 obtain an industry-recognized credential.	1 Pharmacy Technician- Start date:02/2020. Estimated Graduation date: 09/2020	In-progress	New training enrollments delayed due to COVID-19
	\$10,861							
	7/26/2019	8/31/2020						

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
11	RESEA	Reemployment Services	Provide Unemployment Insurance (UI) Claimants with access to resources, tailored labor market information, career services, and potential co-enrollment in the WIOA Dislocated Worker program, and obtain employment.	C2 GPS	1. 100% Outreach of RESEA UI Claimants. 2. Provision of RESEA Orientations to UI Claimants.	RESEA Orientation Services were provided to 1,897 UI Claimants (Between 10/2019 to 02/2020).	On hold	The Workforce Career Centers were closed in March 2020 due to COVID-19 and RESEA outreach was suspended by TWC.
	\$361,164							
	9/30/2019	12/31/2020						
12	Youth Job Skills/Urban	WIOA Youth	TWC funding to support 5 Boards with the highest # of dropouts and youth UI Claimants. To develop strategies to provide enhanced service delivery to Out-of-School without a secondary school diploma/equivalency, disadvantaged youth, and areas with high poverty rates.	C2 GPS ESC-20, Savant,	1. Enrollment: 42 youth 2. HS enrollment: 21 3. HS/equiv. completion: 7 4. Post-Sec Enrollment: 12 5. Post-Sec Credential: 4 6. Job Placement: 8	Youth are in the pipeline to enroll into GED and Training amidst Covid-19, as outreach is now being conducted virtually and digitally.	In progress	Multiple outreach mechanisms were planned, due to COVID-19 in person outreach and events have been rescheduled at this time!
	\$205,920							
	10/1/2019	8/31/2021		SERCO BCFS, ESC-20, Alamo Colleges, Caterpillar	1. Enrollment: 10 youth 2. HS enrollment: 5 3. HS/equiv. completion: 2 4. Post-Sec Enrollment: 3 5. Post-Sec Credential: 1 6. Job Placement: 2	1.(3) Participants ITA training for Industrial Maintenance Technician 2.(4) Participants for HS Diploma	In progress	Due to COVID-19 the start date for ITA training changed multiple times, but was transitioned into online classes.
	Youth Job Skills/Rural	WIOA Youth						
	\$51,480							
	10/1/2019	8/31/2020						
13	Military Family Support Program	WIOA Adult Statewide	On-site services at Military and Family Readiness Centers at JBSA Ft. Sam Houston, Lackland and Randolph located for military spouses, including job search, assessment, labor market information, resume writing, interviewing skills, support services, training in high demand occupations and placement.	C2 GPS Joint Base SA	1. # Provided Assessments - 62 2. # Participants Enrolled - 62 3. # Receiving Supportive Services- 6 4. # Participants Trained - 6 5. # Participants Receiving Certifications - 6	1. # Provided Assessments -12 2. # Participants Enrolled -12 3. # Receiving Supportive Services-0 4. # Participants Trained - 1 5. # Participants Receiving Certifications- 0 (Between 01/01/2020 to 06/30/2020)	In progress	Enrollment of spouses. Difficult to enroll in certain activities (due to spouses' occupational goals and military active duty spouses unexpected reassignment). Gaining employment has been difficult. C2 Career Counselors are not allowed on base due to COVID-19
	\$222,630							
	1/1/2020	12/31/2020	We have two C2 GPS staff offering services/located on-site at the three military bases.					
14	HPOG Grant	Alamo Colleges Subgrant	TANF recipient co-enrollment/case management with provision of supportive services (including utility, transportation and housing assistance and referral to resources such as childcare), Placement services for participants of Health & Human Services-Health Professions Opportunities Grant ("HPOG"). Individuals must meet eligibility and demonstrate a need for skills and training to enter the workforce.	Alamo Colleges, C2 GPS hires 1 staff	1. 25 applicants by 2/15/20 2. 9 applicants by 5/30/20 3. Medical Front Office certificate: 20 by 6/30/20 to 8/30/20. 4. Provide 25-30 hours of OJT and health care employment services. 5. Job placement: 25 participants by 9/29/20	Accomplished Goal 1 and 2 successfully with 25 applicants by 2/15/2020 and 9 applicants by 5/30/2020. Of the 25 applicants, 0 were selected. Of the 9 applicants by 5/30/20 3 were selected and 1 secured a job. June Medical Front Office training is anticipated pending COVID-19 changes by Alamo Colleges. For the MFO class 200-300 participants were reviewed, 24 met eligibility criteria for HPOG. Of 24, 12 will start the MFO class. 7/15/2020. WSA is behind on targets, adding 4 WSA MFO participants for July/August cohort. Provided 25-30 OJT hours of OJT ad healthcare employment services. Job placements: 25 participants by 9/29/20.	In-progress However, will keep an eye on target attainment as it is beginning to fall behind.	Identification of eligible applicants, conflicting goals between TWC/WSA TANF requirements and HPOGs timelines (TWC/WSA is 'work-first' not long-term training), COVID-19: direct impact on training schedule forces participants out of the timeline to participate. COVID 19 has made it difficult to bring participants back in to complete missing paperwork. Team has been instructed to identify new eligible participants to hit targets. Classes have been moved or delayed due to low recruitment. Participants are choosing to collect federal aid from COVID 19 and/or choosing to work instead of going through the training or enrollment process.
	\$81,870							
	10/1/2019	9/29/2020						

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
15	TechWorks Grant	Alamo Colleges Subgrant	Referrals, recruitment, job placement assistance for participants with some college but no degree, Veterans, Promise Zone residents, unemployed and underemployed individuals. Must meet Tech Works' eligibility and demonstrate a barrier: long term unemployment-over 27 weeks unemployed, limited English proficiency, disability, childcare needs, housing assistance, prior criminal convictions, and other barriers to employment identified under WIOA.	Alamo Colleges, C2 GPS hires 1 staff	1. Refer 20 eligible applicants by 2/30/20. 2. Refer 20 eligible applicants by 4/30/20. 3. Refer 20 eligible applicants by 6/30/20. 4. Job Placement: 50% (30) participants by 12/1/2020.	40 eligible applicants by 4/30/20 is target. 24 applicants were referred prior to 2/30/2020 meeting the February target. 65 eligible applicants were referred from February to April 30, 2020 Grant is meeting all targets.7/15/2020-50% of referrals have missing eligibility criteria docs or did not met ACCD legibility criteria.	89 applicants In-progress	Implementation of identification of potential eligible applicants and referral system. TechWorks will train participants - subsequent placement requires alignment of business services efforts with employers in the field. COVID 19 has made it difficult to bring participants back in to complete missing paperwork. Team has been instructed to identify new eligible participants to hit targets.
	\$83,580							
	10/1/2019	12/1/2020						
16	Rapid Response	WIOA Dislocated Worker	Provides Rapid Response immediate reemployment services to workers affected by layoffs, plant closings, workers of businesses affected by disasters and foreign trade.	Training Solutions, C2 GPS	Provide immediate reemployment services to affected workers.	Displaced Workers 11,068 from 135 companies, January to May 22, 2020	In progress	Tracking outcomes in employment for affected workers, co-enrollment with Dislocated Worker Program.
	\$98,326							
	10/1/2018	9/30/2019						
17	Transitioning Service Members Inventory (Survey)	WIOA Dislocated Worker and Cost Allocated	The Transitioning Service Members Inventory Initiative Survey is authorized by Joint Base San Antonio (JBSA) Fort Sam Houston. Lackland and Randolph and regularly administered by Bexar County staff. WSA Data enters paper responses into database, performs analysis and develops professional/publishing of report twice a year.	JBSA, Bexar Couty	Publish two reports annually	First report published 300 copies. Second report published 500 copies. 2732 surveys received. Third report is under review by JBSA and Bexar County Veterans Service Center Leadership. Report will be distributed August 2020.	In progress Fell behind due to COVID-19 focus, but is now in progress.	Marketing promotion of survey. Manual capturing of surveys during Transition Assistance Program (TAP) classes requires manual data entry. Different surveys were used by Bexar County, consolidation information has been challenging. COVID 19 has impacted collection of surveys.
	\$6,000							
	10/1/2019	9/20/2020						
Initiative or active but all activities were completed or no additional reporting to Board is currently needed.								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
18	Child Care Quality Conference	Workforce Commission Initiatives (WCI)	TWC funding for Board staff travel costs to the TWC Child Care Quality Conference April 24, 2019 in Austin	TWC	Cancelled due to COVID-19	Funding was cancelled due to COVID-19	Inactive	None.
	\$640							
	10/1/2019	9/30/2020						
19	Texas Veterans Leadership Program	Workforce Commission Initiatives (WCI)	TWC funding to support the agency's Texas Veterans Leadership Program (TVLP) staff	TWC/TVLP	Provide funding support to TVLP	Ongoing support.	Ongoing	None.
	\$17,177							
	10/1/2019	9/30/2020						
20	Foster Care Youth Conference	Workforce Commission Initiatives (WCI)	TWC funding of cover Board staff travel costs to the Foster Care Youth Conference	TWC	Conference rescheduled due to COVID-19 to later in the year.	TBD	Ongoing	None.
	10/1/2019	9/30/2020						
21	Externship for Teachers	Statewide Initiative	TWC funding to transfer the externship management and functions to communities and/or school districts, provide additional externship opportunities during the Fall 2019, and Spring 2020 and advance digital badging in the project.	Steuck & Associates and Alamo STEM Coalition	1. Transfer externship to communities and/or school districts 2. Provide externship training to regional areas 3. Digital badging use for teachers to track students outcomes.	The funding was cancelled due to Coronavirus crisis.	Inactive	The pandemic created a challenge to meet in-person with teachers, employers and continue to host on-site tours.
	\$200,00							
	5/6/2020	2/28/2021						
22	Summer Earn and Learn	Statewide Initiative	Summer Earn and Learn is a statewide strategy that includes work readiness training and paid work experience for students with disabilities during the summer months. TWC-VR is primarily responsible for student recruitment and Workforce staff have the responsibility of identifying and recruiting employers to provide work experience opportunities.	VR		The funding was cancelled due to Coronavirus crisis.	Inactive	The pandemic resulted in the program being cancelled.
	\$							
	4/4/2020	08/21/202						

CHILD CARE PROGRAM REPORTS

BCY20 CHILD CARE PERFORMANCE MEASURES MAY 2020

Performance

Timeframe	# of Units	BCY20 Target	% Attainment	Status
Year New (10/01/19 - 09/30/20)	10,383	10,469	99.18%	MP

Child Care Providers - Informational Only

Type of Provider	Number
Number of Texas Rising Star Providers	118
Number of Texas School Ready Providers	35

Performance Status Methodology

The Measure Status Methodology for BCY 20 will use YTD numbers to calculate performance.

MP = 95%-105%

+P = 105% or above

-P =<94.99

Wait List - Informational Only

Month	Number
May 2020	4,717

Month	Goal	Actual Units	Percent of Goal
October	9,532	10,891	114.26%
November	9,532	10,690	112.15%
December	9,532	10,357	108.66%
January	9,532	10,215	107.17%
February	10,469	10,159	97.04%
March	10,469	10,227	97.69%
April	10,469	10,282	98.21%
May	10,469	10,452	99.84%
June	10,469		
July	10,469		
August	10,469		
September	10,469		

Intake Information

- WSA met the Discretionary Rural Enrollment Goal of 20%.
- Intake for Rural customers on the Waitlist began in February 2020 as the Goal for BCY20 increased to 10,469
- COVID Essential Workers became a new protective services funding characteristic where Essential Workers making up to approximately 150% State Median Income can receive care for three months.

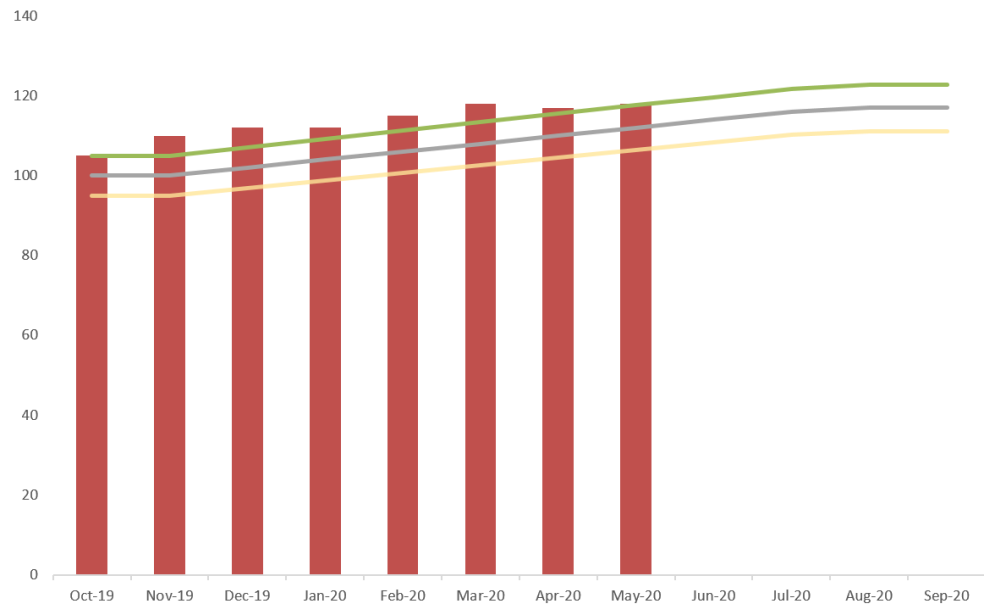
Provider Outreach Efforts:

- Provider outreach is being done remotely due to new COVID Child Care regulations.

County	Goal	Urban/Rural Discretionary Performance	Discretionary	Mandatory*	CCDF Total	Percent of Goal	COVID Essential Worker	DFPS Not Included in Performance
Bexar	8,375	76.90%	6,881	1,357	8,238	98.36%	1,944	580
Rural	2,094	23.10%	2,067	147	2,214	105.73%	338	165
Atascosa			253	16	269		65	24
Bandera			48	2	50		1	4
Comal			464	42	506		67	34
Frio			67	7	74		9	6
Gillespie			28	8	36		2	1
Guadalupe			526	32	558		64	41
Karnes			22	0	22		2	0
Kendall			52	4	56		7	7
Kerr			251	12	263		41	21
McMullen			0	0	0		3	0
Medina			210	18	228		26	12
Wilson			146	6	152		51	15
Total	10,469		8,948	1,504	10,452		2,282	745

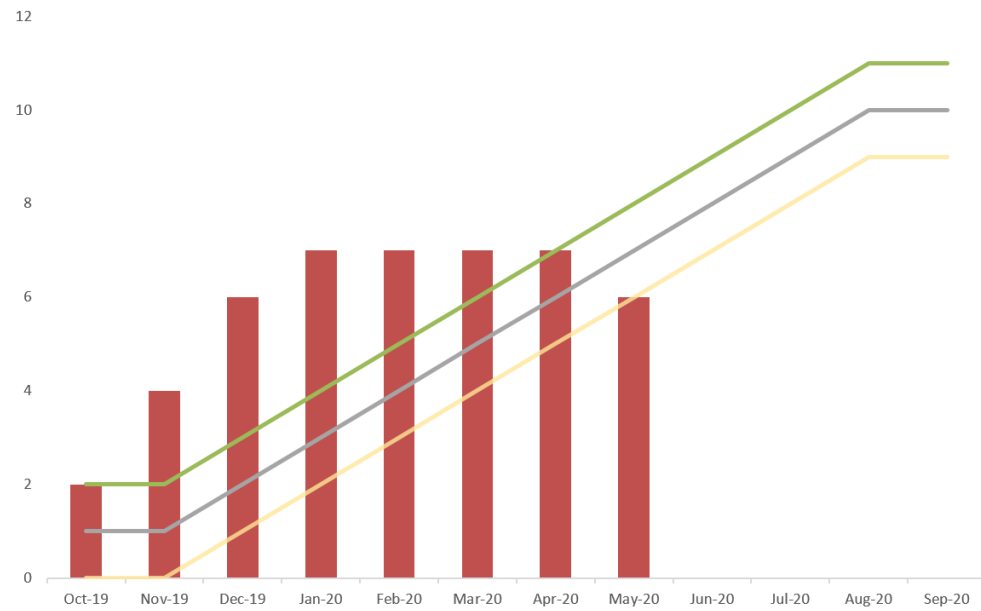
Differences in units are due to timing of payments/referral fixes vs. date TWC extracted performance and will be captured in the subsequent month.

Workforce Solutions Alamo
Child Care Services (CCS) Quality Performance BCY20
Number of Texas Rising Star Providers



	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
Actual Cumulative Performance	105	110	112	112	115	118	117	118				
Cumulative Performance Goal 95%	95	95	97	99	101	103	105	106	108	110	111	111
Cumulative Performance Goal 100%	100	100	102	104	106	108	110	112	114	116	117	117
Cumulative Performance Goal 105%	105	105	107	109	111	113	116	118	120	122	123	123

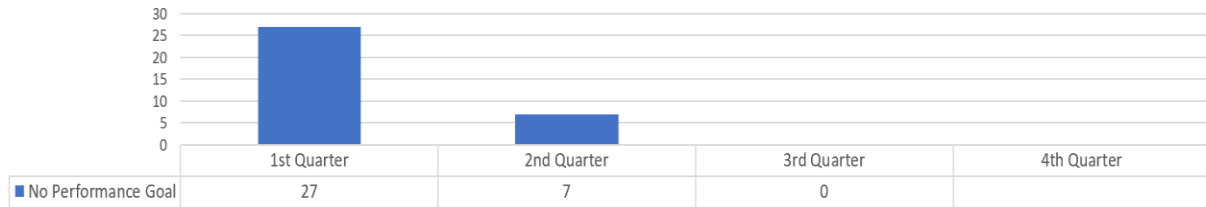
Workforce Solutions Alamo
 Child Care Services (CCS) Quality Performance BCY20
 Increase in Star Level of Texas Rising Star Providers



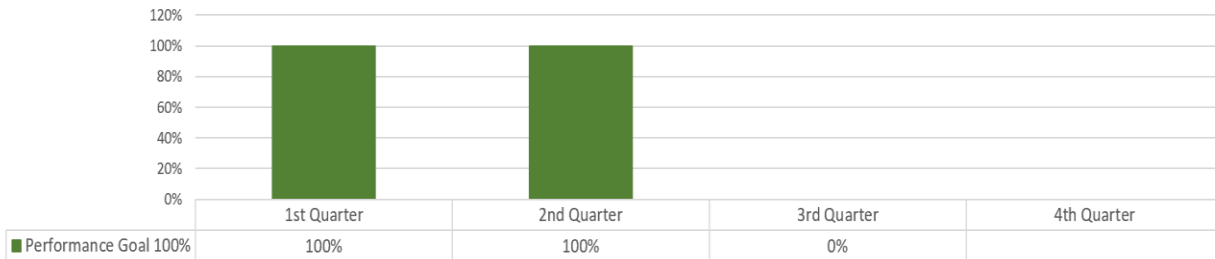
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
Actual Cumulative Performance	2	4	6	7	7	7	7	6				
Cumulative Performance Goal 95%	0	0	1	2	3	4	5	6	7	8	9	9
Cumulative Performance Goal 100%	1	1	2	3	4	5	6	7	8	9	10	10
Cumulative Performance Goal 105%	2	2	3	4	5	6	7	8	9	10	11	11

Texas Rising Star Assessor Performance

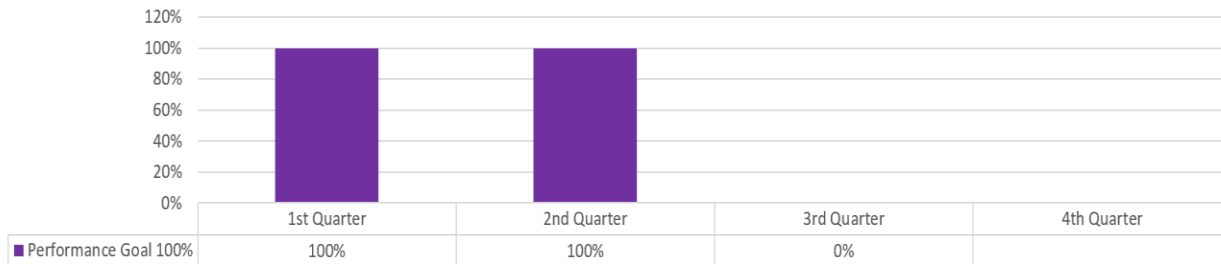
BCY20 Number of Assessments Conducted



BCY20 Percentage of Exit Reviews Conducted After Assessments



BCY20 Percentage of Assessment Results Provided Timely



No TRS Assessments completed this Quarter due to COVID-19

Quality Improvement Activities

Mentoring Activities

- Total Texas Rising Star Providers: 118
 - 75 – 4 Star
 - 31 – 3 Star
 - 12 – 2 Star
- 25 zero-star centers (not TRS Certified) being mentored

Current Initiatives/Partnerships:

- Voices for Children – South Texas Trauma Informed Consortium Sector – Early Care and Education. The focus of this group is to work to mitigate the effects of Adverse Childhood Experiences by working together to create a Certified Trauma Informed Bexar County.
- Region 20 – As part of the RECESS grant, WSA is working in partnership with Region 20 to have TRS child care centers work in collaboration with ISDs to support a school readiness and transition plan.
- Pre-K 4 SA – Working together to increase quality child care in San Antonio without duplicating services. Pre-K 4 SA has been providing professional development to child care providers who do not meet the TRS Guidelines to prepare them for reaching TRS status.
- Ready Kids SA – Working with a network of partners to maximize early childhood resources in our community. Primary Objectives: Create a comprehensive early childhood system that promotes the social, emotional, physical and cognitive development of children 0-8. Establish strategies and tools for family support and partnership.
- Working with (Texas Early Childhood Professional Development System) TECPDS to create a partnership so that we can utilize the system for storing all training certificates for future and easy access.
- United Way – Working with St Paul center on providing TRS Training to their trainer and master mentor to work with 10 Child Care Centers to bring them up to quality.
- Shared Services Alliance – WSA is working with the Shared Services Alliance in San Antonio, which includes established partners: United Way, Region 20, Pre-K 4 SA, Voices for Children, and the SA Food Bank. The Shared Services Alliance is leveraging resources to improve business practices at child care centers and improve quality by providing services and resources for providers. WSA will replicate services for rural counties.
- San Antonio College (SAC) – Developed a Career Pathway for early childhood professionals by establishing a scholarship for a Level II certificate, a stackable credential that can be transferred to an associate degree.

BUDGETS

Report Period: 10/01/19 - 5/31/20									
Contractor Expense Report									
Contractor	Budgeted Amt.	Fiscal year 10/1/19 to 9/30/20	% Expensed	Balance	Direct Client Expenses	Urban Direct Client Expenses	Rural Direct Client Expenses	Direct Client Expenses Urban %	Direct Client Expenses Rural %
C2 GPS Workforce Center-FY20									
WIOA Adult	3,465,161	2,181,107.20	62.94%	1,284,054	970,027	765,174	204,852	78.88%	21.12%
WIOA Dislocated Worker	3,494,069	2,127,092.68	60.88%	1,366,976	649,264	484,274	164,991	74.59%	25.41%
WIOA Statewide Activities	48,000	22,079.54	46.00%	25,920	-	-	-		
WIOA Youth - Urban	2,938,859	1,627,018.37	55.36%	1,311,841	801,624	801,624	-	100.00%	0.00%
WIOA Youth Job Skills	205,920	11,509.89	5.59%	194,410	-	-	-		
TANF / Choices	4,410,565	2,371,205.46	53.76%	2,039,360	467,556	405,336	62,220	86.69%	13.31%
SNAP ABAWD	1,277,464	949,511.19	74.33%	327,953	196,848	165,777	31,071	84.22%	15.78%
NCP	364,552	256,285.79	70.30%	108,266	39,543	39,543	-	100.00%	0.00%
TAA	275,269	141,067.74	51.25%	134,201	141,063	106,253	34,810	75.32%	24.68%
REA	450,000	321,589.58	71.46%	128,410	-	-	-		
Child Care Quality-CCQ	1,398,760	649,733.52	46.45%	749,026	59,679	59,679	-	100.00%	0.00%
VR Infrastructure Funding	19,985	8,859.19	44.33%	11,126	-	-	-		
Military Family Support	121,084	100,910.04	83.34%	20,174	6,299	6,299	-	100.00%	0.00%
Military Family Support	178,104	138,934.17	78.01%	39,170	43,410	43,410	-	100.00%	0.00%
H-1B Job Training-Tech Works Grant	83,580	6,553.21	7.84%	77,027	-	-	-		
Teacher Externship	20,000	-	0.00%	20,000	-	-	-		
Women's Entrepreneurship Bootcamp	13,319	-	0.00%	13,319	-	-	-		
Health Profession Opportunity Grant	81,870	32,810.16	40.08%	49,060	-	-	-		
WCI Funding	41,470	0	0.00%	41,470	-	-	-		
Rapid Response	15,000	13,698.56	91.32%	1,301	-	-	-		
NDW - Disaster Recovery DW grant	735,219	3,171.57	0.43%	732,047	-	-	-		
C2 GPS Total	19,638,250	10,963,137.86	55.83%	8,675,112	3,375,314	2,877,370	497,944		
SERCO-FY20									
WIOA Youth - Rural	1,484,411	832,940.54	56.11%	651,470	275,408	-	275,408	0.00%	100.00%
WIOA Youth Job Skills Grant	51,480	7,451.17	14.47%	44,029	-	-	-		
WIOA Statewide Activities	10,861	-	0.00%	10,861	-	-	-		
SERCO TOTAL	1,546,752	840,391.71	54.33%	706,360	275,408	-	275,408		

Report Period: 10/01/19 - 5/31/20									
Contractor	Budgeted Amt.	Fiscal year 10/1/19 to 9/30/20	% Expensed	Balance	Direct Client Expenses	Urban Direct Client Expenses	Rural Direct Client Expenses	Direct Client Expenses Urban %	Direct Client Expenses Rural %
City of San Antonio (Child Care) FY20									
Child Care Operations/Direct Care - CCF	53,641,551	36,993,013.09	68.96%	16,648,538	28,477,898	22,337,399	6,140,498	78.44%	21.56%
Mandatory Direc Care Ratio Sub set CCC	12,811,127	7,140,203.08	55.73%	5,670,924	7,137,920	6,463,296	674,624	90.55%	9.45%
Direct Child Care Match - CCM	7,693,566	5,441,787.83	70.73%	2,251,779	7,049,873	5,665,776	1,384,097	80.37%	19.63%
Child Care Quality - CCQ	377,709	239,960.20	63.53%	137,749	-	-	-	N/A	N/A
*Child Care - CCP	7,300,716	4,648,829.63	63.68%	2,651,887	4,647,499	3,741,746	905,753	80.51%	19.49%
City of San Antonio (Child Care) FY20 - Total	81,824,670	54,463,793.83	66.56%	27,360,876					
*The CCP, WSA nor COSA can control enrollment by Urban or Rural; must serve based on referral from other agencies.									

Report Period: 10/01/19 - 5/31/20									
Contractor	Budgeted Amt.	Fiscal year 10/1/19 to 9/30/20	% Expensed	Balance					
SPECIAL PROJECTS / GRANTS									
Externship for Teachers 2019				-					
ATEAMS	300	-	0.00%	300					
Steuck & Accociates	10,000	10,000.00	100.00%	-					
UTSA	5,000	5,000.00	100.00%	-					
Externship for Teachers	15,300	15,000.00	98.04%	300	-	-	-		
Child Care Automation FY20									
ACS-Xerox Business Services	361,164	231,661.76	64.14%	129,502					
				-					
WIOA Alternative Funding Statewide Activities				-					
* ATEAMS-Teacher Externship	90,000	-	0.00%	90,000					
* ATEAMS-Teacher Externship Plus	160,000	-	0.00%	160,000					
UTSA-Women's Entrepreneurs Bootcamp	28,000	7,000.00	25.00%	21,000					
Texas Industry Partner	56,640	-	0.00%	56,640					
WIOA AFSA Total	334,640	7,000.00	2.09%	327,640					
* Pending information to finalize contract									
Rapid Response 2019				-					
* Training Solutions	61,434	61,434.00	100.00%	-					
* Contractor Training Solutions amendment in process									
TAA/ES Contractor Cost		22,316.10							
Contractor Grand Total	103,782,209	66,604,735.26	64.18%	37,177,474	-	-	-		

Contracts with start dates prior to 10/1/19 (Complete Contract Supplemental)	Total Budget - Includes prior to 10/1/2019	Total YTD Expenses Includes prior to 10/1/2019	% Expensed	Balance					
Externship for Teachers 2019									
Region 20	42,450	41,150.00	96.94%	1,300					
ATEAMS	17,550	17,250.00	98.29%	300					
ATEAMS-Service Funds	10,000	10,000.00	100.00%	-					
Steuck & Accociates	25,000	25,000.00	100.00%	-					
UTSA	5,000	5,000.00	100.00%	-					
Externship for Teachers	100,000	98,400.00	98.40%	1,600	-	-	-		
Rapid Response 2019				-					
Training Solutions	153,140	153,139.50	100.00%	-					
Contractor Grand Total	253,140	251,539.50	99.37%	1,600	-	-	-		
			74						

WORKFORCE PROGRAM SUMMARY DESCRIPTION

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

Formula-Funded Grants

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

Child Care Services (CCS). Child care subsidies in support of low-income parents’ employment (retention) and/or completion of education and training. Services are also offered to TANF/Choices and SNAP E&T participants, as well as for children in need of protective services.

Non-Custodial Parent Choices (NCP). Program targets low-income unemployed or underemployed noncustodial parents who are behind on their child support payments and whose children are current or former recipients of public assistance.

Quality Improvement Activities (QIA). Initiatives that help promote the quality of child care, including training and technical assistance that are primarily geared to benefit child care facilities that are working toward Texas Rising Star (TRS) certification or are TRS providers working toward a higher certification level.

Rapid Response. Rapid Response is a proactive, business-focused strategy designed to help growing companies access an available pool of skilled workers from companies that are downsizing and to respond to layoffs and plant closings by providing immediate on-site assistance to transition workers to their next employment as soon as possible.

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

TANF/Choices. Program offers job preparation and educational services required for parents who depend on public assistance (Temporary Assistance for Needy Families/TANF) to transition into economic self-sufficiency through employment.

Trade Adjustment Assistance (TAA). Program provides job training and employment services to workers who have lost their jobs due to the effects of international trade.

Wagner-Peyser. Federal legislation that established the ‘Employment Service’ and ancillary functions in 1935, as subsequently amended. Employer, job matching, and other related services offered at the Centers are partly funded using Wagner-Peyser grant funds.

Workforce Investment & Opportunity Act (WIOA). WIOA has three main “formula-funded” grants serving Adults, Dislocated Workers, and Youth. However, other smaller grants are funded through WIOA, such as Rapid Response and Trade Adjustment Assistance (TAA).

WIOA funds also can be used for Incumbent Worker and Customized Training, both of which only require 'basic' WIOA eligibility (e.g., being eligible to work in the U.S., being employed and, for males, being registered in Selective Service). The following three grants do have additional eligibility requirements which individuals must meet for funding.

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

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

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

Special Grants/Projects

Special Grants/Projects are those that WSA competes for (e.g., these are not like the "formula-funded grants" that TWC awards WSA). Rather, WSA writes a proposal to request and/or compete for funding, be this on our own and/or with partners.

Externship for Teachers. Grant available by TWC to outreach/collaborate with employers and Independent School Districts (ISDs) to provide externships for middle school and/or high school teachers, schools, counselors, and school administrators. WSA assists in the development and submits a proposal in partnership with the Alamo STEM Workforce Coalition (ASWC). ASWC is comprised of the Alliance for Technology Education in Applied Math and Science (ATEAMS), the Education Service Center 20 (ESC-20), SA Works, UTSA, and C2 GPS. The project requires matching funds (e.g., non-federal funds put in by the partners and/or private donors).

High Demand Job Training Program. WIOA funds that aim to address skill gaps that support talent pipelines that help meet industry needs, for example, for the purchasing of instrumentation, tools, and/or equipment. These must be done in collaboration between Boards and Economic Development Corporations (EDCs). Partners with whom WSA has collaborated include Alamo Colleges, Seguin EDC, and New Braunfels IDC (e.g., recent grant focused on building capacity with CNC machining technology and training).

Workforce Commission Initiatives (WCI)

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

Red, White, and You! Employment Service (ES) funds to support the job fair event for Veterans.

Career in Texas Industries/Youth Career Fair Events. TANF funds that support Career in Texas Industries or Youth Career events for middle school, high school, and postsecondary students. Events aim at promoting exploration of career opportunities including

understanding pathways to in-demand careers, networking, internships, and other applied learning opportunities. This year's focus is on a Career Pathway Readiness Mini-Summit to include school Administrators, Counselors & Teachers, Parents, Students, and Workforce Development professionals with individual tracks and which is scheduled for September.

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

Child Care Quality Conference. Utilize CCDF funds to cover travel costs to the TWC Child Care Quality Conference.

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

Military Family Support Pilot Program. Program designed to better meet the needs of military spouses entering the job market at military installations.

Fee-for-Service Grants

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

Summer Earn & Learn (SEAL). Includes work readiness training and paid work experience during the summer for students with disabilities.

Student HireAbility Navigator Project. Funding for two positions to serve as resources in the WDA to support, expand, and enhance the provision of pre-employment transition services to students with disabilities who are in the early phases of preparing for transition to postsecondary education and employment.

Paid Work Experience Services. Boards partner with TWC-Vocational Rehabilitation Division (TWC-VR) to pay wages and associated taxes and fees so customers with disabilities can engage in paid work experiences.

Other TWC Grants

TWC sometimes may issue grants to Boards that are not tied to Workforce Initiatives.

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

MEMORANDUM

To: Workforce Solutions Alamo Board

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, WSA COO

Date: August 10, 2020

Subject: Child Care Provider Transfers

Summary:

Child Care Services (CCS) parents choose the child care option that meets their needs and preferences. TWC is making a TWC Rule change that will require a two-week waiting period before a provider transfer is completed. TWC is encouraging boards to make a policy change at the next open meeting because this change is needed to meet industry standards.

WSA is presenting CCS 18, C2 for Board approval.

Analysis:

Parents can transfer their child to a different center when their needs change. When a parent transfer to a new provider, the child care provider needs to adjust ratios, staffing and budget accordingly. When a parent does not give adequate notice, providers struggle to adjust, and many times they lose money. These adjustments hinder the provider's ability to maintain staff and reduce turnover.

This change will meet the industry standard of a two week notice for transfers. CCS strives to meet industry standards, so providers are more willing to accept CCS children. Maintaining an ample number of CCS providers is vital for enrollment capacity and parent options.

Alternatives:

There are no alternatives since TWC is going to make the rule change and make it mandatory.

Fiscal Impact:

There is not fiscal impact on the budget.

Recommendation:

Board staff recommends approving these changes because it aligns with our goal of strengthening businesses and communities.

Next Steps:

Approve the attached proposed policy.

Attachment:

CCS 18, C2



WORKFORCE SOLUTIONS ALAMO POLICY LETTER

ID NO: CCS 18, C2

DATE ISSUED: August 10, 2020

TO: Workforce Solutions Alamo (WSA) Contractors

FROM: Mark Milton, COO

SUBJECT: Provider Transfers

PURPOSE:

To provide WSA Contractors with guidance regarding Child Care Services (CCS) provider transfers.

REFERENCE(S):

Texas Workforce Commission (TWC) Rules, Sections 809.13, 809.71, **809.94**

POLICY:

Parents are eligible to transfer their children to a different provider if needed. **At minimum, there will be a mandatory 14-day waiting period before the transfer will be completed. The 14-day waiting period includes weekends and holidays and will begin the next calendar day after the request.**

The 14-day waiting period will not apply if the child's safety is in jeopardy, such as Department of Family Protective Services (DFPS) corrective and adverse action described in TWC Rule 809.94. Other exceptions may be made based on local Contractor procedures. ~~Transfers related to Department of Family Protective Services (DFPS) must be completed within 14 calendar days of the parent request, except in cases where the parent is on a provider search.~~

Transfers will not be granted for CCS families if a provider reports non-payment of parent share of cost (PSOC). The provider must report the non-payment of PSOC in a timely manner, as specified by Contractor's procedures. ~~For families determined eligible before August 1, 2018, services will be suspended until the parent pays the unpaid PSOC or at the eligibility end date. For families determined eligible after August 1, 2018, services will be terminated at the end of the month if the provider reports non-payment, and the parent does not pay the unpaid PSOC before the end of the month.~~

~~If a parent fails to pay their parent share of cost to a provider and the provider chooses to request a transfer of the family as a result, the transfer will be effective the first of the subsequent month.~~

~~A parent receiving notification of a provider's evaluation or probationary status with DFPS may transfer the child to another eligible provider without being subject to the Board transfer policies if the parent requests the transfer within 14 calendar days of receiving such notification.~~

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

Child Care Provider Transfers

August 10, 2020



AmericanJobCenter®

Background

- TWC is updating TWC Rules with mandatory two-week waiting period for provider transfers
- This will help meet industry standards
- This helps providers plan staff and ratios
- This is a business-friendly strategy



Request Approval

- CCS 18, C2 Child Care Transfers
- Requires a two-week waiting period for transfers
- Exceptions will be made when the child care provider is placed on corrective action by DFPS





Questions?

MEMORANDUM

To: Workforce Solutions Alamo Board

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, WSA COO

Date: August 10, 2020

Subject: Texas Rising Star (TRS) Discount for Consideration

Summary:

Child Care Services (CCS) parents must pay a parent share of cost (PSOC). We are asking the Board to consider a discount for parents that choose a TRS provider. This will be a financial incentive for parents and the children will reap the short-term and long-term benefits of being enrolled at a TRS provider. This topic is for discussion and further consideration.

Analysis:

TRS providers generally charge more due to the cost of quality services. WSA reimburses providers based on max reimbursement rates for that provider type and designation. Some TRS providers lose money when they accept CCS enrollments due to the cost of care exceeding the WSA reimbursement rate. Sometimes TRS providers charge parents the difference between the cost of care and the reimbursement rate. If we make this change, parents that choose TRS providers can use these savings to help cover the difference between the provider's rates and WSA's reimbursement rates.

Current TRS enrollment and % of total enrollment		
Status	Number of Children	Percentage of Total
TRS	3,924	28%
Not TRS	10,140	72%

WSA had the highest increase in children enrolled in TRS centers statewide from 2019-2020.

Boards with Largest Increase in children enrolled in TRS 2019-2020			
Board	2019	2020	Increase
Alamo	4353	7646	3293
North Central Texas	2776	4931	2155
Tarrant County	6068	8157	2089

This increase was accomplished by promoting TRS centers to parents and educating parents on the benefits of TRS. The discount will be an added perk and we can use the discount to create more awareness. This change may also encourage more CCS providers to become TRS certified.

Alternatives:

We do not have enough TRS providers in every County to serve all children. In some counties we do not have any TRS providers. This means the discount would not be available in some areas of our region.

TRS Centers by County			
County	TRS Centers	TRS Enrollments	*Total Capacity
Atascosa	2	71	191
Bandera	0	0	0
Bexar	100	3,237	14,192
Comal	4	57	249
Frio	1	51	85
Gillespie	2	8	109
Guadalupe	3	78	165
Karnes	0	0	124
Kendall	1	0	0
Kerr	3	112	326
McMullen	0	0	0
Medina	1	120	164
Wilson	1	8	186
Total	118	3,742	15,791

In order to increase the number of TRS providers in our region, we can hire a recruiter that will focus on recruiting more TRS providers. This strategy would increase capacity so we can enroll more children in TRS providers and give parents more options for quality care. We may consider using part of the investment detailed below to hire a recruiter.

*Total Capacity includes private pay customers enrolled at the center.

Fiscal Impact:

WSA has the 3rd lowest Parent Share of Cost statewide, with an average parent share of cost of \$67.47. WSA will consider a 15% discount or 20% discount depending on available budget. WSA developed the 12-month estimates below.

Estimate Based on Current TRS Enrollment			
Discount	Duration	Cost	Avg. Parent Savings
15%	12 months	\$210,187.43	\$10
20%	12 months	\$280,249.91	\$13

Other items to consider:

- On June 3rd, TWC informed boards that COVID-19 continues to have long term implications on the statewide budget.
 - Boards should expect a reduction in enrollments for PY21.
 - Boards were asked to be cautious with At Risk enrollments as they monitor these unexpected expenditures.
- It is unclear how many school age children will require full time child care during the school year, which will impact the statewide budget.
- TWC has not assigned a reduced target for PY21.
- TWC recommends that boards maintain carryforward for unexpected expenses and Alamo's projected carryforward is unknown due to this developing situation.
- We are currently evaluating staffing needs at the Board and Contractor level.
- Expenditures will impact the total number of children we serve and our ability to exceed our performance target.

Recommendation:

Board staff recommends further discussion and consideration of these options. Board staff will continue to provide updates as final determinations are made.

This investment in quality will have a lasting impact on the families that choose TRS providers. Children that attend quality child care programs are more prepared for school. This change will help prepare our future workforce and make quality child care more accessible to low income families.

Next Steps:

Discuss and consider the best option for implementation.

Discussion on Texas Rising Star (TRS) Discounts

August 10, 2020



AmericanJobCenter®

TRS Discount

- Parents will receive a discount if they choose a TRS provider
- The discount will create more parent awareness
- Parents will be more likely to choose a TRS provider
- May encourage more CCS providers to become TRS



TRS Centers and Enrollments

TRS Centers and Enrollments by County			
County	TRS Centers	TRS Enrollments	*Total Capacity
Atascosa	2	71	191
Bandera	0	0	0
Bexar	100	3,237	14,192
Comal	4	57	249
Frio	1	51	85
Gillespie	2	8	146
Guadalupe	3	78	289
Karnes	0	0	0
Kendall	1	0	135
Kerr	3	112	326
McMullen	0	0	0
Medina	1	120	164
Wilson	1	8	186
Total	118	3,742	15,963



28% of children enrolled in TRS

*Includes private pay customers

Alternative

Use part of the funds to hire a dedicated recruiter

- Recruiter will focus on increasing number of TRS providers
- Increases capacity at TRS centers
- Increases options for parents
- Increase provider awareness if they aren't ready now



Budget

Estimate Based on Current TRS Enrollment

Discount	Duration	Cost	Avg. Parent Savings
15%	12 months	\$210,187.43	\$10
20%	12 months	\$280,249.91	\$13



Items for Consideration

- Unexpected expenses related to developing COVID-19
- Unclear how many school age children will require full time care during the school year
 - Statewide budget impact
- TWC is going to reduce enrollments for PY21
 - TWC hasn't assigned reduced target
- TWC recommends Boards maintain carryforward for unexpected expenses – amount is unclear (developing)
- Expenditures will impact the number of children we serve and ability to exceed performance





Questions?

MEMORANDUM

To: Workforce Solutions Alamo Board

From: Adrian Lopez, WSA CEO

Presented by: Ricardo Ramirez, Dir. Quality Assurance

Date: July 2020

Subject: Briefing Regarding Quality Assurance

Summary: To provide WSA Board of Directors with a summary briefing regarding Quality Assurance.

Analysis: Several program and fiscal monitoring reviews have been completed while others are underway. Notably:

- April 30, 2020: Received a clean report from Department of Labor (DOL) monitoring of Titles I and III (all WIOA programs and Wagner-Peyser).
- July 8, 2020: Received a clean report from Texas Workforce Commission (TWC) monitoring of WSA's Equal Opportunity requirements.
- Prioritized upcoming and in-progress fiscal and program reviews as follows:
 - 1) Fiscal integrity reviews (needed for contract renewals and awards) – three completed for C2 Global, COSA, and SERCO – all passed the reviews,
 - 2) Financial reviews (to validate contractor fiduciary processes),
 - 3) Program reviews.
- For 2019-2020: we have had minimal if any questioned costs (we continue to reflect high levels of compliance).
- We'll be working closely with Programs and Data departments, as well as with contractors to streamline and better integrate internal controls and define and design continuous improvement strategies.

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: N/A.

Attachments: Board Quality Assurance Summaries for Programs and Fiscal.

BOARD QUALITY ASSURANCE SUMMARY – July 2020

PROGRAM MONITORING

**Independent monitoring conducted by Christine Nguyen*

COMPLETED			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	TANF/Choices 10/01/18 - 09/30/19	Needs improvement: TWIST data entry, contact with customers, file documentation.	Final Report issued 07/13/2020. Working with C2 on improvements.
City of San Antonio	Child Care Services 10/01/18 - 09/30/19	Questioned Costs: \$604.76 from overpayment and underpayments by parents due to errors calculating income. Error rates: minor in eligibility, low in parent share of cost, moderate in timeliness of eligibility and notifications.	Final report issued June 30, 2020.
TWC EO Monitoring	Equal Opportunity Yearly Monitoring	No findings - received a clean report from TWC.	Letter received from TWC July 8, 2020.
DOL Monitoring	Department of Labor Monitoring of TWC + WSA of WIOA Titles I and III.	No findings - received a clean report from TWC/DOL.	Letter received from TWC April 30, 2020.
C2 Global	Trade Adjustment Assistance (TAA) 01/01/19 - 10/31/19	No findings or disallowed costs. Observation: timeliness of Counselor Notes.	Final Report issued 11/21/2019. Observation addressed.
All	Risk Assessment	Completed.	Assessment completed 11/08/2019

UPCOMING

IN-PROGRESS

COMPLETED

***Participants reviewed will be 10% of active enrollment unless otherwise noted.



BOARD QUALITY ASSURANCE SUMMARY – July 2020

IN-PROGRESS			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	WIOA Adult 10/01/18 - 09/30/19	Initial Report & Exit completed: 05/18/20. Non-final Initial Report. No disallowed costs. Initial error rates: minor in eligibility, moderately high in services, training services, support services, case management.	Issues will be reviewed pending responses from C2 07/01/20.
C2 Global	WIOA Dislocated Worker 10/01/18 - 09/30/19	Initial Report & Exit completed: 05/18/20. Non-final Initial Report. Pending questioned costs \$2,500 - rental lease and vehicle ownership documentation. Initial error rates: high in eligibility, training services, support services, case management.	Issues will be reviewed pending responses from C2 08/07/20.

UPCOMING			
Contractor	Scope	Summary	Status
C2 Global	WIOA Youth 02/01/19 - 09/30/19	na	Scheduled to begin after fiscal integrity and financial reviews are completed.
SERCO	WIOA Youth 10/01/18 - 09/30/19	na	

UPCOMING

IN-PROGRESS

COMPLETED

***Participants reviewed will be 10% of active enrollment unless otherwise noted.



BOARD QUALITY ASSURANCE SUMMARY – July 2020

FISCAL MONITORING

**Independent monitoring conducted by Christine Nguyen*

COMPLETED			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	Current status	Fiscal Integrity reviews needed for upcoming contract renewals.	All contractors passed. Completed 07/15/2020
COSA			
SERCO			

IN-PROGRESS			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	01/2019 - 12/2019	In-progress.	Pending some areas for direct customers.
COSA	04/2019 - 02/2020	In-progress.	Estimated completion 08/14/2020.
SERCO	6/2019 - 05/2020	In-progress.	Estimated completion 08/24/2020.
ATEAMS	Externship for Teachers	Fiscal Integrity review for contract award.	Working on some areas with ATEAMS.

UPCOMING			
Contractor	Scope	Summary	Status
na	na	na	na

UPCOMING

IN-PROGRESS

COMPLETED

***Participants reviewed will be 10% of active enrollment unless otherwise noted.

Quality Assurance Report Briefing

Ricardo Ramirez, Director of Quality Assurance
July 2020



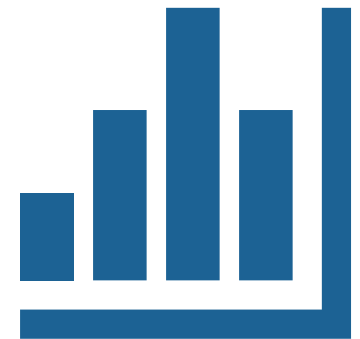


Summary

This item is to provide an update of and highlight elements related to Quality Assurance.

Analysis Overview

1. April 30, 2020: received clean report from Department of Labor (DOL) monitoring of Titles I and III (all WIOA programs and Wagner-Peyser)
2. July 8, 2020: received a clean report from Texas Workforce Commission (TWC) monitoring of WSA's Equal Opportunity requirements.
3. Prioritized reviews:
 - A. Fiscal Integrity Reviews (needed for contract renewals) – completed – C2 Global, COSA, and SERCO all passed the reviews,
 - B. Financial Reviews (to validate contractor fiduciary systems and processes, in-progress),
 - C. Program Reviews (Adult, Dislocated Worker in-progress – Youth upcoming).
4. Have had minimal if any questioned costs.
5. Will work closely with Board and Contractor staff to streamline/centralize internal controls and define/implement continuous improvement strategies.



1. Program Monitoring

**Independent monitoring conducted by Christine Nguyen*

COMPLETED			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	TANF/Choices 10/01/18 - 09/30/19	Needs improvement: TWIST data entry, contact with customers, file documentation.	Final Report issued 07/13/2020. Working with C2 on improvements.
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C2 Global	Trade Adjustment Assistance (TAA) 01/01/19 - 10/31/19	No findings or disallowed costs. Observation: timeliness of Counselor Notes.	Final Report issued 11/21/2019. Observation addressed.
All	Risk Assessment	Completed.	Assessment completed 11/08/2019



1. Program Monitoring - continued

IN-PROGRESS			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	WIOA Adult 10/01/18 - 09/30/19	Initial Report & Exit completed: 05/18/20. Non-final Initial Report. No disallowed costs. Initial error rates: minor in eligibility, moderately high in services, training services, support services, case management.	Issues will be reviewed pending responses from C2 07/01/20.
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UPCOMING			
Contractor	Scope	Summary	Status
C2 Global	WIOA Youth 02/01/19 - 09/30/19	na	Scheduled to begin after fiscal integrity and financial reviews are completed.
SERCO	WIOA Youth 10/01/18 - 09/30/19	na	



2. Fiscal Monitoring

**Independent monitoring conducted by Christine Nguyen*

COMPLETED			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	Current status	Fiscal Integrity reviews needed for possible contract renewals.	All contractors passed. Completed 07/15/2020
COSA			
SERCO			

IN-PROGRESS			
Contractor	Scope	Summary Findings/Observations	Status
C2 Global	01/2019 - 12/2019	In-progress.	Pending some areas for direct customers.
COSA	04/2019 - 02/2020	In-progress.	Estimated completion 08/14/2020.
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ATEAMS	Externship for Teachers	Fiscal Integrity review for contract award.	Working on some areas with ATEAMS.

UPCOMING			
Contractor	Scope	Summary	Status
na	na	na	na





Questions?

MEMORANDUM

To: Executive Committee

From: Adrian Lopez, WSA CEO

Presented by: Juan Solis III, Chair

Date: August 10, 2020

Subject: Bexar County and City of San Antonio Contracts

Summary: This item is to provide an update on the proposed partnership and funding opportunity with Bexar County and the COSA through the C.A.R.E.S Act and General funds.

Analysis:

- 1) WSA has finalized the agreements with Bexar County and the City of San Antonio to administer WF Development funding through the CARES Act and General funds. Approximate funding received through Bexar County and COSA is \$14 million and \$16 million respectively for a total of \$30 million.
- 2) In March of 2020, both the COSA and Bexar County received federal funding (C.A.R.E.S Act*) to respond to the local needs of the workforce as a result of the pandemic. WSA (and other community partners) were contacted by these entities in May to implement programs and services that will serve nearly 7,000 San Antonio residents.
- 3) The goals of the program from a WSA perspective will be to outreach, recruit, determine eligible, assess, and provide referrals to either training or on the job/work experience. Stipends will be provided to residents as well.
- 4) Approximately 6,000 residents will be targeted for the program with a potential of over 700 entering training programs with educational partners.
- 5) CARES funding expires in December of 2020, but general funding will carry over up to Sept. of 2021.

- 6) Program challenges include timing of the launch to completion, the total volume of people served, and the unknown variables associated with how many individuals will be willing to participate during the pandemic.
- 7) WSA is working closely with C2 to develop solutions and strategies to overcome these challenges.
- 8) This is a significant opportunity for WSA as it will give us some funding flexibility while still having us maintain our current service delivery model and proven track record of success.

Alternatives:

WSA is considering alternative solutions to all plans in the event there is a funding shortfall.

Fiscal Impact:

We anticipate the fiscal impact of these initiatives to be quite significant and are evaluating the cost per individual to ensure it remains efficient. Funding for Dislocated Workers from TWC is expected to be significantly reduced next fiscal year, and these funds will help offset the costs of that loss.

Recommendation:

Recommendation is to approve the city and county funding opportunity.

Next Steps:

Next steps in the process will be to continue to move forward with the operational objectives listed in this memo. We will be rolling out numerous projects at the same time and will be monitoring the capacity of each as we move forward.

Bexar County and COSA Project Update

Mark Milton, WSA COO

8/10/20



Project Background

History

- In March of 2020, both the COSA and Bexar County received federal funding (C.A.R.E.S Act*) to respond to the local needs of the workforce as a result of the pandemic.

WSA's Role

- WSA (and other community partners) were contacted by these entities in May to implement programs and services that will serve nearly 7,000 San Antonio residents

Timeframe

- CARES funding is set to expire in Dec. 2020, however both county and COSA will also utilize general funds to allow for services to continue up to September of 2021.

Service Delivery Model and Next Steps

- WSA will work with C2 to roll out and implement this new program that will be similar to our WIOA service delivery model with some distinctions.

* C.A.R.E.S – Coronavirus Aid, Relief, Economic, and Security Act

CARES Funding – BEXAR COUNTY & COSA

Bexar County Funding

- Approximately \$14 million in funding has been approved for the WSA efforts.
- Funding is a portion of C.A.R.E.S. and General Fund
- Timeline to complete Dec. 2020 (C.A.R.E.S) & May 2021 (General Fund)
- Goals of the program – Outreach, Eligibility, Assessment, Referrals, OJT, Training, Placement

COSA Funding

- Anticipating approximated \$16 million in funding
- Funding is a portion of C.A.R.E.S. and General Fund
- Timeline to complete Dec. 2020 (C.A.R.E.S) & Sept. 2021 (General Fund)
- Goals of the program – Outreach, Eligibility, Assessment, Referrals, OJT, Training, Placement

Projected Outcomes and Goals

Category	Bexar County	COSA	Total
Outreached	4000	2000	6000
Intake/Eligibility/Enrollment/Assessment/Case Managed	3500	2000	5500
Referred to Training	200	536	736
Stipends	300	536	836
OJT	0	357	357
WE	600	0	600
Job Placement	800	357	1157










- ❖ Indicates minimums for each category
- ❖ Termination clauses are in effect in the event metrics are not being met
- ❖ Flexibility is in the contracts if there is a need to revise eligibility requirements.

Project Timeline

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Item	Description	Timeline
Contracts Executed	With board approval, we would anticipate contracts for both the county and COSA to be in place by early August.	8/3
Outreach and Recruitment	WSA will begin to reach out to impacted workers using 4 specific recruitment strategies.	8/3
Eligibility/Assessments	Assessments will be conducted immediately following the outreach and recruitment	Aug 3-20
Training Start	With the schedule of training programs in place WSA will coordinate with training providers (GED, Short term, Occ. OJT, Work Experience will be considered)	Late Aug '20
Training Completion	Training completion dates determined based on length of program and training selected	Sept 20-May 21.
Placement Outreach	WSA will begin the process of determining the number of positions needed based on the training programs being offered.	Aug '20 – July '21.
Placement Begins	Placement will commence immediately for those not enrolled in training.	Sept '20 – Aug '21.

Program Updates (as of 8/3)

Item	Description	On target
1	WSA has received and responded to 200+ calls from the public regarding the program and enrollment.	
2	WSA has secured 3 new assessment tools to utilize by C2 for clients: Burlington English (academic), Job Ready (aptitude and academic), COSAS (aptitude)	
3	WSA will be providing a sub-contract to Dress for Success by 8/7 (required by COSA) – sub award is mandated by COSA and will include referrals and reverse-referrals.	
4	WSA has provided C2 with 30+ computers for new staff on the project.	
5	WSA has secured a client management system (Caseworthy) to track all client data – system will be online by mid-August	
6	C2 has hired 30+ staff to run the project – staff have received training on program requirements, eligibility, assessments, and referrals.	
7	WSA and C2 are meeting daily to review the plan and highlight any questions and answers that need to be resolved.	
8	WSA and C2 are working closely with training providers and referral partners to ensure constant communication on next steps and when referrals will begin.	
9	WSA will have a finalized marketing plan by 8/5 that will list the specific items to be covered during outreach to the community. Marketing will begin for program in mass on 8/7.	



Questions?

Contact Info:

Mark Milton
COO

mmilton@wsalamo.org
210-272-3250 Office

Chairman Report

Juan Solis
8/10/20



CARES Funding – BEXAR COUNTY & COSA

Bexar County Funding

- Approximately \$14 million in funding has been approved for the WSA efforts.
- Funding is a portion of C.A.R.E.S. and General Fund
- Timeline to complete Dec. 2020 (C.A.R.E.S) & May 2021 (General Fund)
- Goals of the program – Outreach, Eligibility, Assessment, Referrals, OJT, Training, Placement

COSA Funding

- Anticipating approximated \$10 million in funding
- Funding is a portion of C.A.R.E.S. and General Fund
- Timeline to complete Dec. 2020 (C.A.R.E.S) & Sept. 2021 (General Fund)
- Goals of the program – Outreach, Eligibility, Assessment, Referrals, OJT, Training, Placement

Board Membership

- 51% (13) of the Board members represent the Private Sector:
 - Manufacturing, Finance, Mining, Accommodations, Professional/Technical Assistance, Healthcare, Real Estate, Construction
- 16% (4) Community Based or Labor Organizations
- 8% (2) Education
- 4% (1) Economic Development
- 4% (1) Public Employment
- 4% (1) Public Assistance
- 4% (1) Vocational Rehab
- 4% (1) Adult Basic Education
- 4% (1) Literacy

Risk with City/County Investments

- Leadership comes with inherited risk
- The investment by the City and County marks the largest investment into Workforce Solutions Alamo ever
- We are placing our stake in the ground declaring our role and our leadership
- The distractions of the past are just thatin the past.
- Under the leadership of our CEO and this board of directors we have made the right Decisions/Partnerships/Alliances
- I believe the actions today represents the 1st step to WSA being the Leader in the Workforce development Ecosystem
- Challenges:
- Timing to complete considering the deadlines
- WSA lack of business contacts (significant goal with “On the Job Training/Work Experience”)
- These Investments will test workforce ecosystem

Proposal

Following up one of the Board Retreat goals “Secure more board participation in WSA initiatives”

- All hands-on deck
- Board members help with outreach and engagement
 - 10 participant referrals per month for each board member
 - Provided a copy of the Eligibility for each program
 - A special phone number for your referrals to call directly to our office
- Take the show on the road
 - Work with chairman to setup virtual presentations
 - Tap into Board Member networks
 - 2 presentations per board member
- WSA staff will provide materials and outreach messaging



Questions?

WSA Budget Presentation

8/10/20

Adrian Lopez, CEO



New Budget Process

Every department presented on the following questions:

- How does your department support the Mission and Values of WSA
- Describe the business case for your department
- Innovation and efficiencies
- Department challenges
- Department accomplishments
- Department goals
- Budget requests
- Other ideas for WSA

Department Accomplishments for FY 20

Human Resources

- Completed an organizational review and implementing results
- Completed Handbook review and updated
- Updated all evaluations

Data

- Produced 30+ reports on regular intervals throughout the year
- Utilized data to articulate affects of COVID on unemployment and local economy
- Ongoing development of sector-based model for workforce development

Procurement

- Reviewed, approved and processed more than 150 Purchase Requests
- Executed of 2 of 6 MOAs for Kiosk project
- Managed facility renovations for E. Houston and Seguin WFC

Department Accomplishments for FY 20

Fiscal

- WSA was issued a clean audit and is no longer a high-risk auditee
- WSA passed the U.S. Department of Labor Review with no findings
- Track record of timely and accurate financial reporting with new funding

IT

- Successfully transitioned IT services to Datapoint
- Successfully transitioned all contractor, board, and TWC staff to provide remote services
- Successfully installed WIFI in 10 of 16 Career Center parking lots

Quality Assurance

- WSA maintained minimal if any disallowed or questioned costs (e.g., high levels of compliance)
- Received a clear monitoring audit from the Department of Labor (DOL)

Department Accomplishments for FY 20

Programs

- Performance: Met/Exceeded all TWC-contracted performance measures.
- Funding/Expenditures: Met funding/expenditure goals of available funding at 90 – 95% goals
- Secured:
 - \$1.3 million in disaster funding to provide worksites to individuals impacted by COVID-19
 - \$308,625.00 in WIOA COVID-19 Response Statewide Activities to provide employers with Rapid Response and Layoff Aversion and Workforce Solutions Offices with PPE and technology
 - \$287,500 in Skills Development Fund COVID-19 Special Initiative to provide employers training opportunities for full time workers, furloughed workers or laid off (new hires)
 - Secured \$651,116 in Reemployment Services and Eligibility Assessment funding to provide services to Unemployment Insurance Claimants
 - Secured \$222,630 in Military Family Support Program funding to provide services to Military Spouses

Department Accomplishments for FY 20

Programs

- Secured:
 - Secured \$105,272 in Workforce Commission Initiatives funding to support the delivery of services to workers and employers (1) Hiring Red White and You! Job Fair (2) Child Care Quality Conference (3) Texas Veterans Leadership Program (4) Foster Care Youth Conference (5) Careers in Texas Industries (Career Pathways)
- Signature events hosted/participated:
 - 8th Annual Hiring Red White and You! Job Fair (Nov 7th) for 161 employers, 2,022 jobseekers and 60 non-profit organizations.
 - Career Pathways Summit (Nov 18th) for 282 middle and high school students from 9 ISDs, 29 presenters from Advanced Manufacturing, Healthcare, Construction, and Information Technology)
 - Hireability Event held at Morgan's Wonderland (first ever) conducted for students and individuals with disabilities. 25 Employers were present along with 165 students.

Department Accomplishments for FY 20

Programs

- Signature events hosted/participated:
 - SEAL Employer Recognition/Appreciation Breakfast. 55 Employers that provided worksites for 179 SEAL participants attended and were recognized.
 - Created and launched the Hireability Lunch and Learn Activities for schools in the Alamo area beginning with Harlandale and South San ISD's. Lunch and Learn provides information and connections for parents of students with disabilities to transition (including workforce) services.
- Childcare
 - Expended over \$13 million in essential worker childcare and were the second ranked board in the state on enrollments.
 - Guided Contractor staff, providers, and parents through crisis
 - 2nd highest Essential Worker Enrollments in Texas
 - Maintained the 20% rural enrollment goal for 1 year
 - Had the highest increase in children enrolled in TRS centers

Department Goals for FY 21

Human Resources

- Performance Appraisal Software
- Wellness Program
- All Staff Retreat
- Electronic Enrollments

Data/Analytics

- Curate a role-based data team based on competencies in MIS and data science, analytics, and viz
- Build a framework for mission-critical data collection, sharing, and distribution
- Ensure Data Team and processes are in compliance with standard practice and policies
- Create actionable objectives based on analysis
- Creation of a Data Strategy Plan and subsequent integration with Local Plan

Department Goals for FY 21

Procurement

- Managing risk and mitigation of common factors
- Play a more strategic role in the pre-planning of procurements
- Adopting new methods for building a network of suppliers and measuring/ tracking vendor performance
- Working on building a foundation for setting aspirational small, minority, veteran and women-owned business goals for all procurements

Fiscal

- Develop process improvements around:
 - Accounts Payable & Cash Mgmt.
 - Monthly Reporting and Financial Analysis
 - Budget Analysis and Collaboration
 - Improve Staff Development
 - Convert from In-House MIP Payroll to a PEO

Department Goals for FY 21

IT

- Develop IT plan for the agency to articulate innovation and IT excellence

Quality Assurance

- Have no disallowed or questioned costs.
- Attain at least 98% accuracy in recording performance outcomes.
- Attain at least 98% accuracy in eligibility determination.
- Attain a minimum 90% in all other quality requirements.
- Ensure all related staff are properly trained.
- Validate contractor fiscal integrity
- Begin design and implementation of continuous improvement strategies.
- Institute formal mechanism with on-going documentation of progress and actions (automated process)
- Integrate Technical Assistance – capacity-building approach (e.g., with regular provision of TA on quality-related subjects, policies, data entry, documentation requirements, etc.)

Department Goals for FY 21

Programs

- Build Community and Business Partnerships
- Implement new strategies to assist our Workforce and Childcare Providers
- Successfully implement Bexar County and City of San Antonio Programs
- Successfully implement new grants
- Meet and exceed performance expectations



Questions?

C2GPS Operations Presentation

8/10/2020



C2GPS Business Case

The operations unit is primarily responsible for the following aspects of WSA:

- ✓ Implementation of grants, programs, and community initiatives;
- ✓ Programmatic operations and outcomes in centers, success of job seekers, and employers;
- ✓ Business relationships, work experience opportunities for adults, youth, veterans, and special populations;
- ✓ Building relationships in the communities around centers and being a vital resource to the community;
- ✓ Being the leader in this community in relation to WFD;
- ✓ Developing innovative forms of service delivery that develops the local workforce

Innovation

Describe how C2GPS originated and executed innovation

1 – Virtual Services/Digital Forms and Electronic Signatures

- Virtual one-on-one meetings and case management appointments to serve the community.
- Virtual job fairs, orientations, seminars, etc.
- Virtual Orientations and virtual job development workshops

2 – Drive-Up Center Services

- Developed a plan and process for clients/customers to exchange documentation for vital services outside the center
- Made resources available for walk up customers

3 – Disaster relief and funding

- Electronic Referral System
- Developed community-based organization partnerships for UI claimants to have access to disaster relief employment activities.
- Connected job seekers to Disaster Relief opportunities

4 – Outreaching a virtual audience

- Developed virtual outreach system for social media to identify a new participant
- Integrated digital platforms to organize telework

Implementation

Describe how C2GPS has implemented cost, process, or policy efficiencies

1 – Costs

- Project management software improved efficiency
- Direct client and operations expenditures distributed evenly
- Operational capacity allowed special projects to be integrated seamlessly with minimal overhead
- All expenses accounted for appropriately

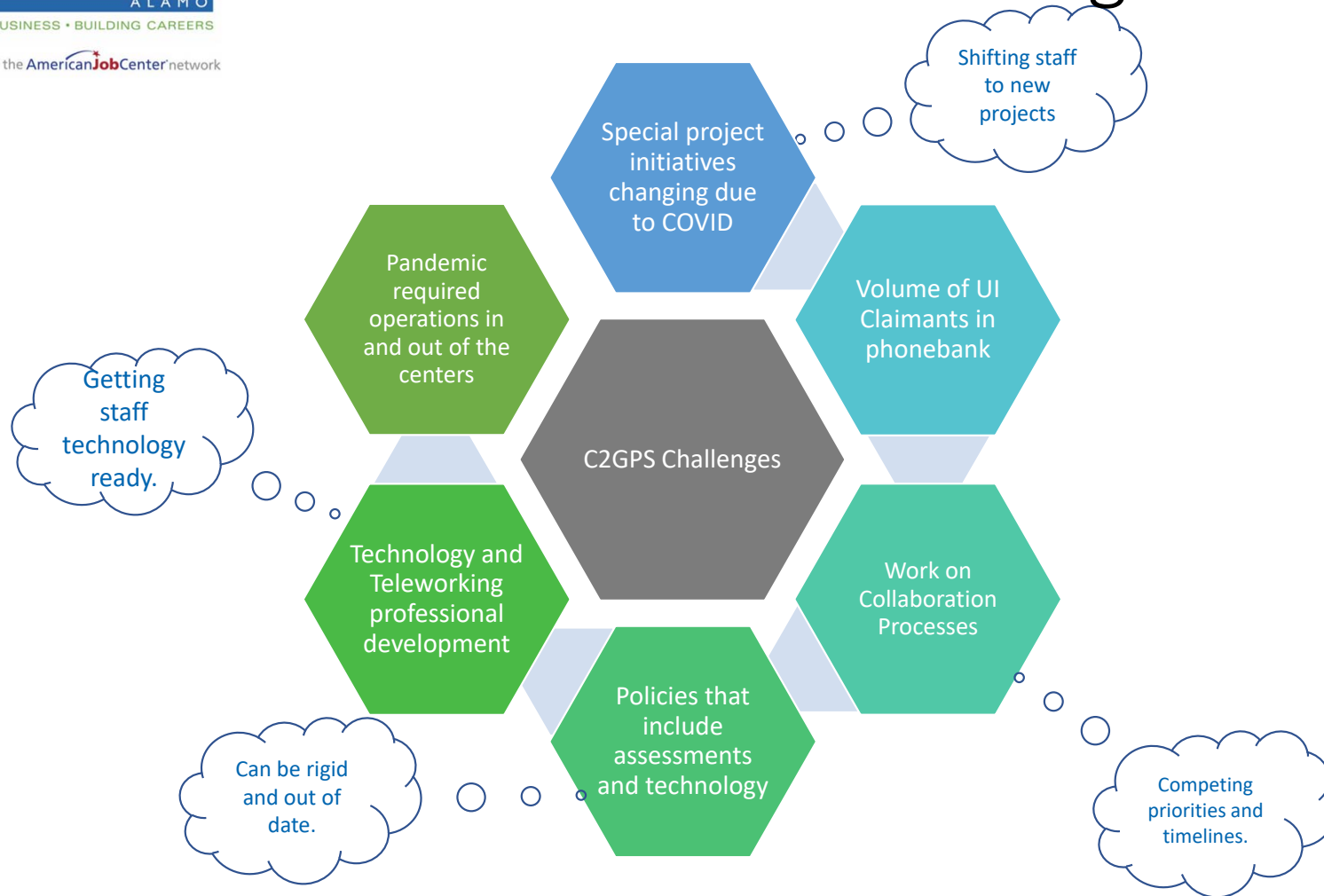
2 – Process

- Transitioned to virtual service delivery model
- Enhanced outreach to attract new customer groups
- Cross-trained with other C2GPS to share best practices
- Workforce bootcamp to onboard 50 new team members

4 – Policy Efficiencies and policy development.

- Collaborated with Board to modify assessment policies to improve accessibility to training (ITAs) for customers
- Adapted support services SOPs in response to COVID
- Implemented all required state mandates timely
- Enhanced onboarding and evaluation policies for PY21

C2GPS Challenges



C2GPS Accomplishments for FY 20

Operations

Successfully oversaw operations for 16 centers, staffing, assignments, and goals tied to management and oversight of all funding streams, services, and contractors.

Performance

Met/Exceeded all TWC-contracted performance measures.

Funding/Expenditures

Met funding/expenditure goals of available funding at 90 – 95% goals.

Services

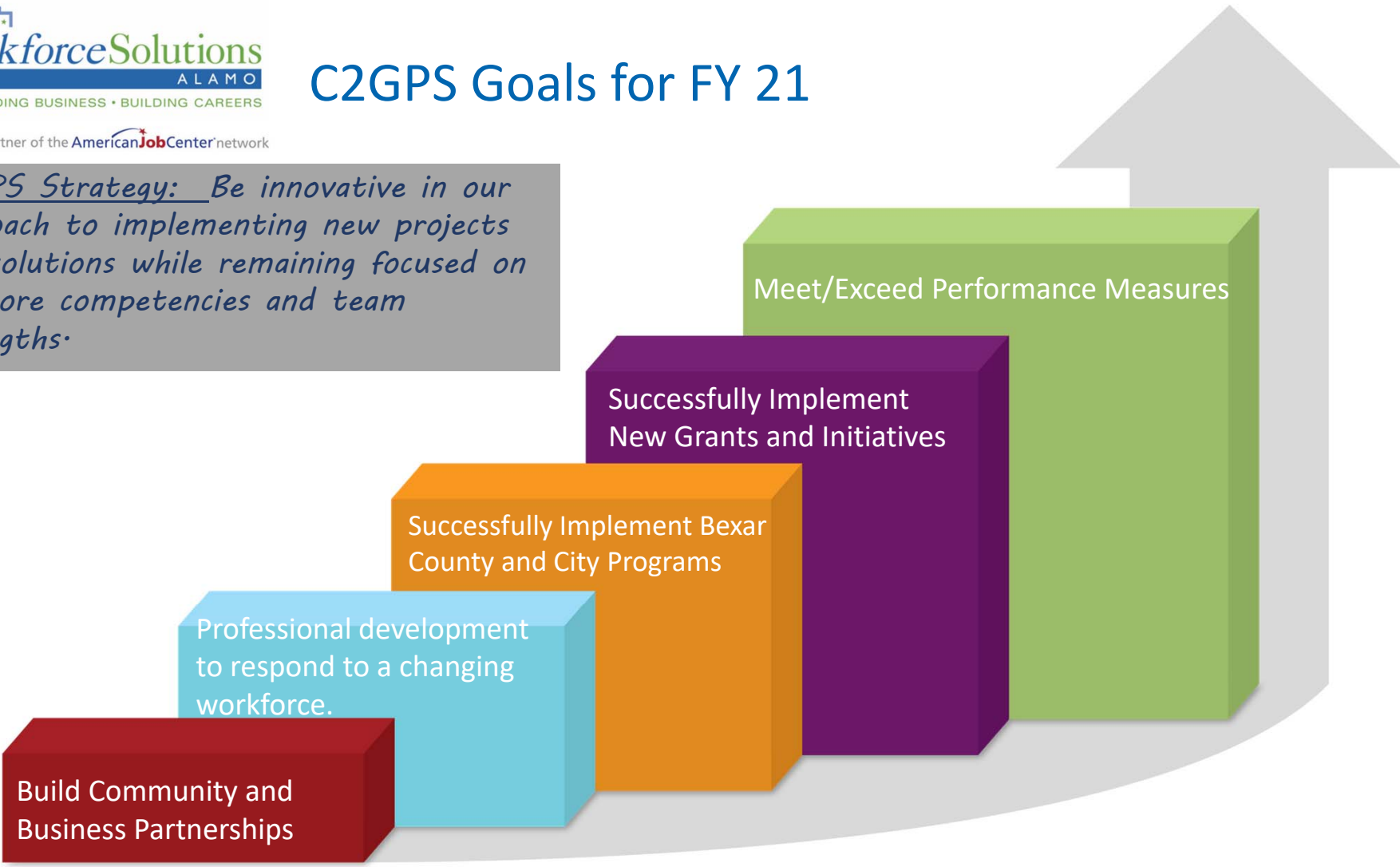
Successfully provided services to job seekers through available funding/grants for all populations –Youth, and Adults. Successfully continued with existing and new special projects.

Data/Reporting

Generated monthly reports both traditional and new requests that respond to unemployment crisis.

C2GPS Goals for FY 21

C2GPS Strategy: Be innovative in our approach to implementing new projects and solutions while remaining focused on our core competencies and team strengths.



Budget Requests

Virtual Reality

- Virtual Reality training program for Universal Customers to upgrade skills
- Build digital capacity of customers

Furniture and Personal Protective Equipment

- Furniture needs for offices and cubicles that support growing staff.
- Ongoing source of PPE for centers when re-opening

Technology for Employees and Customers

- Solutions for new employees of Bexar and COSA grants
- Technology as a supportive service to customers

Staff Training and Dev.

- Ongoing leadership development tools and training for staff
- Consider cross training opportunities with partners

Quality Child Care

- Personal protective equipment for childcare centers
- Office space with cubicles for a growing team



Questions?



WIOA Youth Rural Presentation



08.10.20



AmericanJobCenter®

Accountability

Mission: Working to Strengthen the Alamo regional economy by growing and connecting talent pipelines to employers.

Innovation

Integrity

*Excellence &
Collaboration*



WSA Mission and Values

Describe how SERCO supports the WSA Mission and Values

Support Our Clients

- Assist Youth in making a successful transition to employment and further education by providing quality services.
- Create opportunities for job seekers to receive benefits and support/ through program services and supportive services necessary to gain a better job and obtain self sufficiency.
- Build pathways and services that are innovate and lead to successful outcomes.
- Responsive to Youth and their needs.

Support Our Partners

- Provide creative solutions to working with challenging populations.
- Being responsive to board staff needs our partners.
- Being responsive to board and partner needs from a solution-based approach.
- Developing long term solutions for employers and job seekers.
- Being a reliable contractor

Support our Business and Community

- Provide quality candidates for essential positions.
- Continue building relationships with employers to seamlessly transition workers into the workforce.
- Strengthen relationships with key community partners to create real-time referral networks.
- Strengthen relationships with training providers to build the talent pipeline.
- Build Youth to provide qualifying employees to the employers.

Compliance and Accountability

- Continue having clean audits by continuous reviews of our internal processes.
- Expenditures Exhausted
- Exceeding Performance Outcomes
- Exceed program related goals such as enrollments, training, and employment placements.
- Financial Stewardship
- Grant success and expenses met.
- State Recognition

Innovation

Describe how your department originated and executed innovation

1 – Virtual Services/Digital Forms and Electronic Signatures

- Virtual one-on-one meetings and case management appointments to serve the community.
- Virtual job fairs, orientations, seminars, etc.
- Childcare is almost 100% paperless!

2 – Assessment Tools

- Use new assessments to better match our youth to opportunities. Provide and document quality assessments that will lead youth to self-sufficiency through employment, training and career pathways.

Create more virtual services that can reach more youth.

- Continue creating more online services to reach out more youth in our rural communities.
- Built new partnerships with community organizations.

4 – Skills Development and Funding Solutions for Employers and Businesses

- Created training opportunities for employers to retool their workforce. Ex: Lonestar trades construction
- First class of pre-apprenticeships will begin in August with 100% female in class.

Implementation

Describe how the rural youth YES program has implemented cost, process, or policy efficiencies

1 – Costs

- The unit has maintained its current budget and appropriately accounted for all expenses.

2 – Process

- Continuous review of finance processes to ensure expenditures are met and there are no questionable costs.

3 – Staff Development

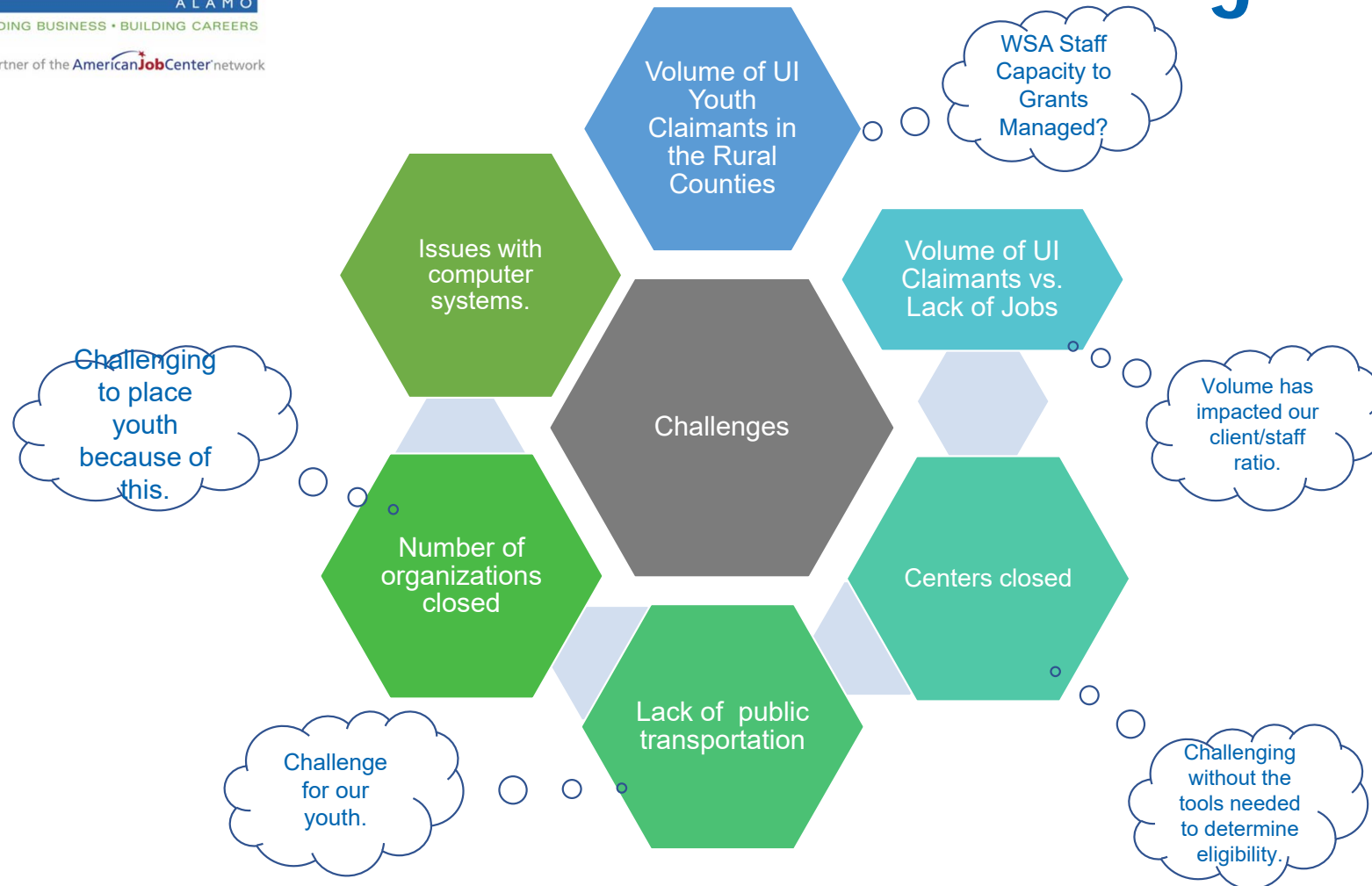
- Train and retrain staff to ensure the success and development of our staff.

4 – Policy Efficiencies and SOP updates as deemed necessary.

- Update SERCO SOP when necessary or when there is a new policy provided by board staff.

Rural Youth Challenges

GH1



Youth Rural Accomplishment for FY 20

October 2019 through September 2020

Operations

Successfully oversaw internal operations, staffing, assignments, and goals tied to management and oversight of youth funds.

Performance

Met/Exceeded all TWC-contracted performance measures.

Funding/Expenditures

Met funding/expenditure goals of available funding at 90 – 95% goals.

Number of enrollments, training opportunities, work experience, and placements.

Services

Successfully provided meaningful services that have lead youth to self-sufficiency, permanent employment, and higher education.

Data/Reporting

Successful audits, commanded by DOL on processes, counselor notes, individual service plans, and youth reaching goals. No issues with data integrity and data validation.

Adaptability

The SERCO youth team quickly adapted to this new model of providing meaningful virtual services to our youth.

Testimonies

Youth Rural Services has pride on the success of our youth by having many success stories to share of our youth from all counties.



A proud partner of the AmericanJobCenter network

Youth Rural Accomplishment for FY 20

Job Skills Initiative

Ready Set Go(RSG) this initiative gave our youth an opportunity to complete their GED while attending a recognize industrial certification. Youth will be placed in a paid work experience and gain a career placement upon completion. This was a collaboration between Alamo College in New Braunfels, YES youth program, and employers.

Partnerships

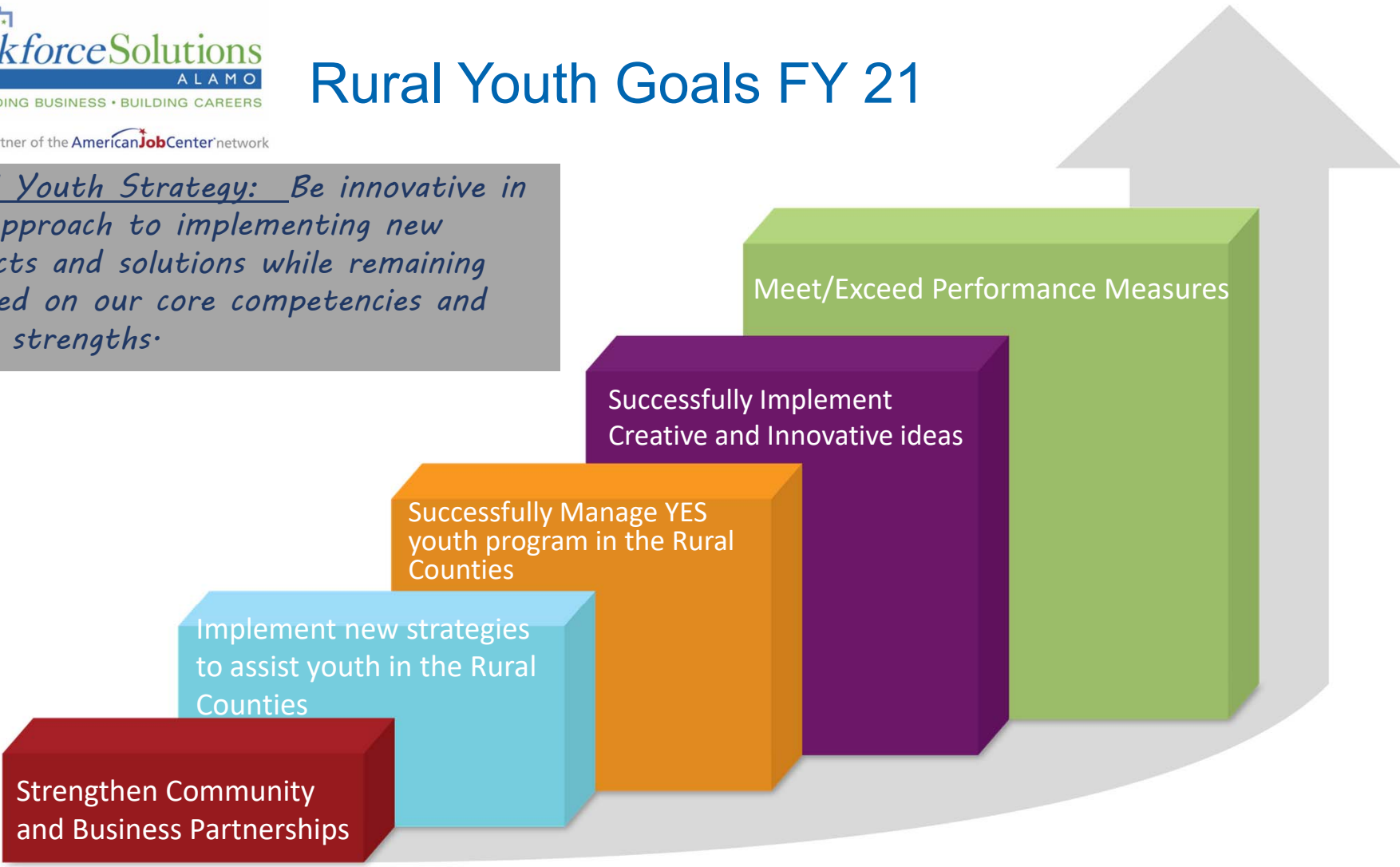
The rural youth YES program has been successful because of the many partners that we have established in all the rural counties.

Employment

95 youth that participated in the YES youth program were placed permanently.

Rural Youth Goals FY 21

Rural Youth Strategy: Be innovative in our approach to implementing new projects and solutions while remaining focused on our core competencies and team strengths.



Youth Rural Innovation for FY 21

1. Online tutoring with and Instructor
2. Personalized lesson plans
3. Exchange of ideas with our SERCO partners throughout the region.
4. Just Own it, an online course for youth to open a small business
5. Business plans assistance
6. Online college assistance test preparation
7. Promote and set apprenticeship opportunities for our youth in all counties similar to Ready Set Go (RSG)

Budget Requests

Work Experience

- 75-80 goal, work experience youth YES program has assisted 19 ISY and 57 OSY (\$5000 per youth).

Vocational Training

- 23 Youth assisted through the YES youth program to attend vocational training the YES youth program pays up to \$15,000 for a training opportunity. \$112,000 allocated to assist up to 25 youth.

GED

- 21 Youth assisted to attend and receive GED or HS Diploma \$10000

Supportive Services

- 148 Youth assisted through YES youth program, with emergency housing, transportation, incentives, counseling, car repair, or laptops assistance.
- \$84,7500



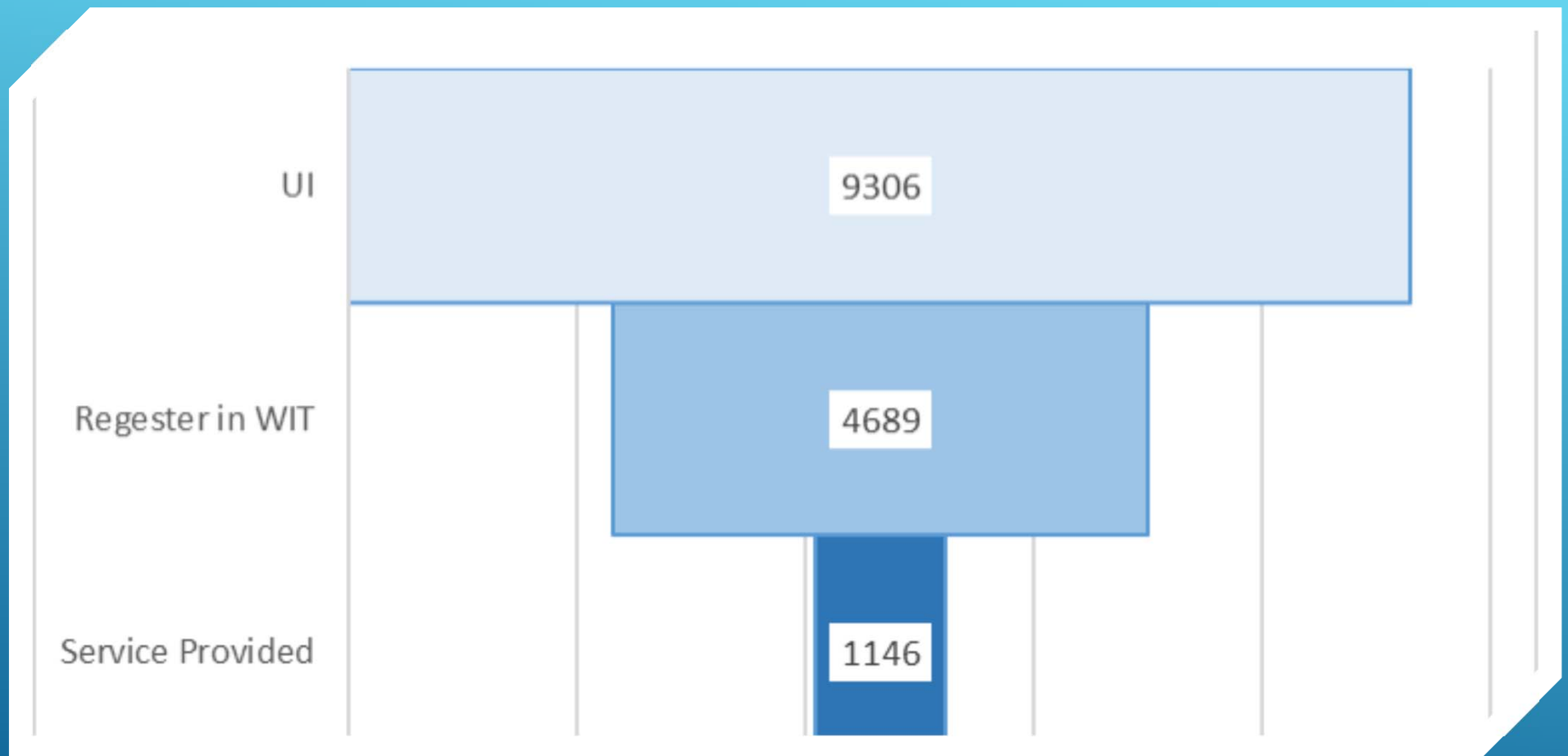
Questions?



WIOA Youth Rural YES Employment Information Presentation

August 10, 2020

Employer	Occupation	Wage
Fall City Supply	Store Manager	\$12.00
University of Texas in Kingsville	Higher Education	N/A
Resolute Health Hospital	Technician	\$11.00
Great Clips	Barber	\$8.50
Solary Company	Technician	\$10.00
Dells Children Hospital	Medical Assistant	\$14.00
Armed Forces	Navy	\$1943
University of Texas San Antonio	Higher Education	N/A
Tulsa Welding School/Houston, Texas	Higher Education	N/A
YMCA	Child Care Assistant	\$9.75
City of Seguin Child Care	Child Care Assistant	\$10.00
McDonalds	Cook	\$10.50
Culvers	Cook	\$10.00
Alamo College	Registered Nurse	N/A
Giggles and Smiles	Child Care Assistant	\$12.00
Giggles and Smiles	Child Care Assistant	\$12.00
City of Pleasanton	Construction	\$12.47
Amazon Contract	Care for Disabled Youth	\$15.00
Alamo College	Higher Education	N/A
7-11 Dallas Texas	Cashier	\$10.00





UI EMPLOYED

UI Rural Youth Employed 2800



- ▶ 38 UI Claimants enrolled in the YES Youth Program

UI CLAIMANTS ENROLLED IN THE YES YOUTH PROGRAM



Youth who have participated in a YES Rural Orientation

- ▶ 30 Group Orientation
- ▶ 53 Individual Orientation



Rural Youth Served from March to Present

- 182 Youth Served through the YES program
- 376 Served through WIT

YES YOUTH PARTICIPANTS SERVED



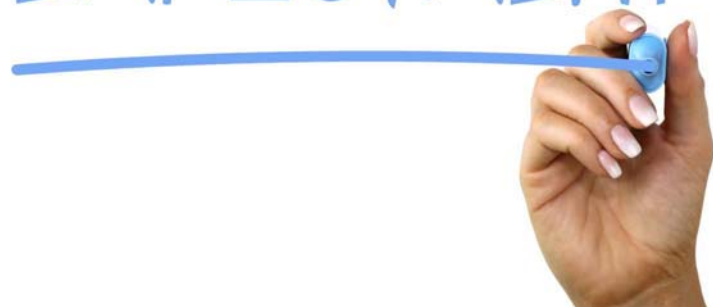
THANK YOU!!

Youth Rural Employment Presentation

EXECUTIVE COMMITTEE

C2 GLOBAL PROFESSIONAL SERVICES- REPORTING COVID
OUTCOMES

EMPLOYMENT



Individuals that Secured Employment

Employment totals are based on Alamo WDA for March 1, 2020 thru July 22, 2020

Individualized Services (Program)	314
General Job Seeker	941
Total	1255

Note: Employment totals are self-reported or staff captured outcomes since March 1st (both general job seekers and program participants). Delayed verification of employment occurs in WorkInTexas via tax records which provides a more complete record.

As of July 17, 2020

Urban- 148

Rural- 109

Youth- 236

Workshops - 91

Virtual Orientation Participation



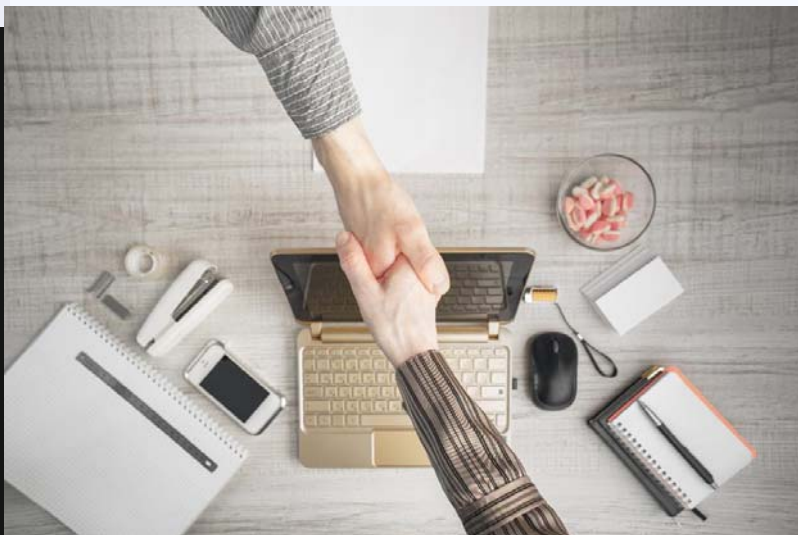
The graphic features a dark blue background with a road perspective. Yellow dashed lines on the road lead towards the year '2020' written in large white letters. Above '2020' is the year '2021' and further up '2022'. In the top left corner is the 'Workforce Solutions ALAMO' logo with 'American Job Center' below it. The text 'DISCOVER JOBS AND CAREERS' and 'VIRTUAL INFORMATION SESSIONS HELD WEEKLY' is centered. Below this is a green button with the text 'SIGN UP TODAY!'. At the bottom, in small white text, it says: 'WORKFORCE SOLUTIONS ALAMO IS AN EQUAL OPPORTUNITY EMPLOYER AND PROGRAM PROVIDER. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES. RELAY TEXAS (800) 735-2989 (TDD) OR (800) 735-2988 VOICE'.

Workforce Solutions
ALAMO
American Job Center

DISCOVER JOBS AND CAREERS
VIRTUAL INFORMATION SESSIONS HELD WEEKLY

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WIOA Individualized Services

Individual Services (enrolled) and In-Process of Enrollment for Programs

Program	Enrolled	In Process
Adult	451	7
Dislocated Worker	289	35
Youth	389	13
Total	1129	55

Receiving Unemployment Insurance (7/17/20):

- Urban- 138
- Rural- 55

System Productivity

WSA	February	March	April	May	June
Job Seeker Registrations	3,202	15,398	61,995	46,083	27,426
Employer Registrations	50	67	58	85	78
Messed via WIT	27,631	15,264	5,483	64,563	58,484
<i>Ratio Messaged to Registered</i>	8.6	1.0	0.1	1.4	2.1
Services to Employers	5,461	7,411	1,704	5,181	5,382
New Job Orders	2,152	2,476	1,529	1,578	1,955
Services to Job Seekers	54,672	78,383	98,926	72,852	72,644
Job referrals	13,308	13,439	9,542	10,227	10,043

Individualized Services Customers receiving Unemployment Benefits

As of July 17, 2020

Urban- 138

Rural- 55

