



AUDIT & FINANCE COMMITTEE MEETING

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
November 12, 2021
10:45 AM

AGENDA

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

Citizens may appear before the Board 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 Martinez at (210) 272-3250.

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

For those members of the public that would like to participate and cannot attend in person at the host location, please call toll-free 1-877-858-6860, which will provide two-way communications through a speaker phone. For additional information, please call Linda G. Martinez, (210) 272-3250.

I. CALL TO ORDER AND QUORUM DETERMINATION

Presenter: Mary Batch, Chair

II. DECLARATIONS CONFLICT OF INTEREST

Presenter: Mary Batch, Chair

III. PUBLIC COMMENT

Presenter: Mary Batch, Chair

IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES for JULY 9, 2021 Meeting Minutes

Presenter: Mary Batch, Chair

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V. BRIEFING – PROCUREMENT

Presenter: Latifah Jackson, Director of Contracting and Procurement

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a. Procurement Projects & Contracts Summary

VI. FISCAL UPDATE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Angela Bush, CFO

a. Financial Reports

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- b. Fiscal Integrity Review C2 Global
- c. Staff Performance Review

VII. CEO REPORT

Presenter: Adrian Lopez, CEO

VIII. CHAIR REPORT

Presenter: Mary Batch, Chair

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

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

X. ADJOURNMENT

Presenter: Mary Batch, Chair



AUDIT & FINANCE COMMITTEE MEETING MINUTES

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

July 9, 2021

10:45AM

BOARD MEMBERS: Dawn Vernon, (10:56am), Yousef Kassim, (11:06AM), Leslie Cantu, Lisa Navarro Gonzales,

WSA STAFF MEMBERS: Adrian Lopez, Mark Milton, Louis Tatum, Dr. Andrea Guajardo, Angela Bush, Linda Martinez, Ricardo Ramirez, Michael DeFrees, Manuel Ugues, Latifah Jackson, Joshua Villela, Brenda Garcia, Elizabeth Eberhardt, Gabriela Horbach, Barbetta Womack, Chuck Agwuegbo, Chakib Chehadi, Rick Zamarripa, Cathi Cohen, Trema Cote

LEGAL COUNSEL:

PARTNERS: Alex Lopez

***Note: The Audit & Finance Committee meeting was paused at 11:11am due to fire drill in the building and resumed 11:14am.*

AGENDA

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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.

Please join WebEx meeting from your computer, tablet or smartphone.
<https://wsalamo.webex.com/wsalamo/j.php?MTID=m23f4b6b8944bce3423adbb30a08d6bee>

You can also dial in using your phone.
United States (Toll Free): 1-415-655-0002

Workforce Solutions Alamo is an equal opportunity employer/program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Linda G. Martinez at (210) 581-1091 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).

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During the Public Comments portion of the meeting (Agenda Item 3), the Public may type their name into the chat box or unmute themselves and state their name.

The meeting host will call each member of the public for comments, in the order their names were submitted.

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Leslie Cantu, Chair
The meeting was called to order at 9:00AM
Board Chairwoman Leslie Cantu acted as Audit & Finance Committee Chair on behalf of Mary Batch.
- II. DECLARATIONS CONFLICT OF INTEREST
Presenter: Leslie Cantu, Chair
There are no conflicts of interest
- III. PUBLIC COMMENT
Presenter: Leslie Cantu, Chair
There are no public comment
- IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES for JULY 9, 2021
Presenter: Leslie Cantu, Chair
Upon motion by Board Member Ms. Lisa Navarro Gonzales and 2nd by Board Member Mr. Yousef Kassim, the Committee unanimously approved the July 9, 2021 minutes.
- V. BRIEFING – PROCUREMENT
Presenter: Latifah Jackson, Director of Contracting and Procurement
 - a. Procurement Projects & Contracts Summary
 - Ms. Latifah Jackson, Director of Contracting and Procurement, provided the Audit & Finance Committee with a summary of procurement projects and contracts.
 - She provided a list of formal solicitations that are publicly advertised.
 - Request for Proposal for Management of Child Care Services (CCS). The CCS program is a vital part of workforce services that assists eligible families to work or increase their educational abilities. The CCS program subsidizes childcare for low income families, promoting long-term self-sufficiency by enabling parents to work and/or attend workforce training or education activities.
 - Request for Proposal for Executive Coaching and Leadership Training. The selected vendor will provide one-on-one coaching the executive team,

trainings to directors and managers, trainings to staff and a culture assessment. Currently under evaluation.

- Request for Qualifications for Architect and Space Planning Services. The selected vendor would provide services for space planning future locations, mapping current locations to assist with proper cost allocations by square feet with VR staff and other services as needed and will close on July 15th.
- Request for Proposal for Human Resource Consultant. This consultant would evaluate the Finance Department organizational chart, job responsibilities, policies and procedures to identify inefficiencies.

VI. FISCAL UPDATE DISCUSSION AND POSSIBLE ACTION

Presenter: Louis Tatum, CFO

a. Financial Reports

- Mr. Louis Tatum, CFO provided the Committee with brief overview of WSA finance status. Financial reports through April 30, 2021, have been prepared for the fiscal year of October 1, 2020, through September 30, 2021, the straight-line expenditure benchmark is 58.33% of the budget.

b. Budget Amendment FY21

- WSA adopted a budget for the Fiscal Year October 1, 2020, to September 30, 2021, which was amended in December of 2020 in Budget Amendment #1. The board further recommends amending the FY21 Budget to reflect changes in Facilities and Service Delivery Budgets to Service Providers.
- The modified budgets are a result of an increase in facility relocation and renovation expenditures that will update furniture and resource room equipment at centers such as Seguin, Floresville, and the Food Bank. Additional funding has been allocated to service providers to increase Service Delivery Budgets.
- Discussion and Possible Action to approve to increase the Fiscal Year Budget by \$20,738,238. This change will increase the agency budget from \$130,393,384 to \$151,131,622.
- This amendment will additionally increase the budget reserve by \$2,380,564 from \$7,672,362 to \$10,052,926.

Upon motion by Board Member Ms. Lisa Navarro Gonzales and 2nd by Board Member Ms. Dawn Vernon, the Committee unanimously approved FY 21 budget amendment #2.

c. Budget FY22

- Mr. Tatum informed the Committee that board staff has prepared 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- SEAL, Workforce Initiatives, Local Initiatives, and Non-Federal Projects.
 - Contractor Budget for Adult, Youth, and Childcare Services.

**Upon motion by Board Member Ms. Lisa Navarro Gonzales and 2nd
by Board Member Mr. Yousef Kassim, the Committee unanimously
approved Budget FY22.**

VII. CEO REPORT

Presenter: Adrian Lopez, CEO

a. Securing Additional Resources: Child Care Funding

- CEO Lopez informed the Committee additional \$43 million in childcare relief funds to assist people in service and hospitality industry. There will be a subsidy for 12 months.
- WSA worked closely with TX A&M for the Texas Talent Connection Grant. WSA provided data with this project.
- TWC informed WSA Local Plan was approved.

VIII. CHAIR REPORT

Presenter: Leslie Cantu, Chair

- Chairwoman Cantu thanked Mr. Louis Tatum for his leadership for all his has done.

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

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

X. ADJOURNMENT

Presenter: Leslie Cantu, Chair

Board Member Mr. Yousef Kassim motioned to adjourn at 11:31am.

MEMORANDUM

To: Audit and Finance Committee

From: Adrian Lopez, WSA CEO

Presented by: Latifah Jackson, Director of Contracting and Procurement

Date: November 12, 2021

Subject: Procurement Projects and Contracts Summary

Summary: On a continuous basis WSA staff process informal contracts (any contract under \$150,000) renewals and execute new contracts to support staff. For informational purpose solely are a summary of new contracts, renewed contracts, expiring contracts and upcoming formal and informal procurements.

Analysis: During the August 2021 Board meeting a list of contracts that are expiring in fiscal year 2021-2022 were presented. Below is a list of contracts that were procured or renewed for the month of October 2021 and expiring soon.

Newly Executed

Contractor/Vendor	Services	Contract Amount	Contract Period		Procurement Expiration Date
City of San Antonio (COSA)	Child Care Management Services Contract	\$88,319,865	10/01/21	09/30/22	may extend up to three (3) subsequent one-year period
LK Design Group Inc.	Architect and Space Planning Services	(IDIQ)	10/01/21	09/30/22	may extended for up to two (2) additional one-year contact period
True Protection	Alarm Monitoring Agreement - Walzem	\$1,877.88	09/28/21	09/27/22	09/27/22
Web-Hed Technologies Inc.	Website Operations & Maintenance Support	\$40,614.00	10/16/21	10/31/22	10/31/22
L.K. Jordan, San Antonio	Temporary Staffing Services	\$75,000.00	11/01/21	10/31/22	may be extended for up to two (2) additional one-year contact
Integrated Human Capital	Temporary Staffing Services	\$75,000.00	11/01/21	10/31/22	may be extended for up to two (2) additional one-year contact

Renewed Contracts

Contractor/Vendor	Services	Contract Amount	Contract Period		Procurement Expiration Date
City of San Antonio (COSA)	Child Care Quality Improvement Activity	\$1,529,733	10/01/21	09/30/22	Exercises the 1st of 3 one-year renewal options in the procurement cycle
SERCO OF TEXAS INC.	Rural Youth Services	\$1,123,468	10/01/21	09/30/22	No renewals remaining
Crites Downtown Lock Key	Locksmith Services	\$1,595.00	12/22/21	12/21/22	No renewals remaining
C2 Global Professional Services, LLC	Youth Services	\$1,638,351	10/01/21	9/30/22	No renewals remaining
C2 Global Professional Services, LLC	Adult Services	\$14,882,683	10/01/21	9/30/22	No renewals remaining

Contracts Expiring

Vendor	Value	End Date	Renewals
Biztorming Training & Consulting, LLC	\$6,900.00	01 Dec 2021	no-renewals remaining
Orkin LLC - Deborah Toth	\$8,800.00	21 Dec 2021	1- 1 year renewal
Universal Technical Translation	\$4,050.00	21 Dec 2021	1- 1 year renewal
All Star Electric	\$24,400.00	22 Dec 2021	1- 1 year renewal
FP Mailing Solutions	\$6,754.68	31 Dec 2021	Auto-Renewal
ZipWhip	\$1,200.00	01 Jan 2022	
EMSI	\$14,500.00	08 Jan 2022	
Christine H Nguyen, CPA	\$136,605.00	31 Jan 2022	4 – 1 year renewal
1st Aid Plumbing Inc	\$30,000.00	31 Jan 2022	1- 1 year renewal
Safesite, Inc	\$7,396.00	31 Jan 2022	1- 1 year renewal
Go Daddy	\$42.34	01 Feb 2022	
Carielo Facility Services	\$12,400.00	09 Feb 2022	1- 1 year renewal
FP Mailing Solutions	\$627.00	10 Feb 2022	
TRANSFR Inc.	\$30,000.00	20 Feb 2022	
CCB	\$840.00	01 Mar 2022	
ESRI	\$200.00	22 Mar 2022	
Scobey Moving & Storage, LTD.	\$15,000.00	25 Mar 2022	1- 1 year renewal

Upcoming Procurements

- RFP for Annual Marketing Services
- RFP for Cloud Services
- RFB for Annual Printing Services
- RFB for Annual Photography and Videographer Services
- RFP for Annual Janitorial Services
- RFP for Youth Services
- RFP for Disaster Recovery Services
- RFP for IT Security Operations Center
- RFP for Network Management Services

Alternatives: N/A

Fiscal Impact: All costs are budgeted in the FY 2022 budget.

Recommendation: N/A

Next Steps: Staff will continue to proactively monitor contract expiration dates by sending out a monthly list of contracts that expire within a minimum of 90 calendar day period. Staff will continue to identify new contracting opportunities to leverage a cost savings to WSA in efforts to support the local plan.

Procurement Department

Contracts and Procurement

November 12, 2021



New Contracts

Contractor/Vendor	Services	Contract Amount	Contract Period		Procurement Expiration Date
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Pending Procurements

- RFP for Annual Marketing Services
- RFP for Cloud Services
- RFB for Annual Printing Services
- RFB for Annual Photography and Videographer Services
- RFP for Annual Janitorial Services*
- RFP for Youth Services*
- RFP for Disaster Recovery Services
- RFP for IT Security Operations Center
- RFP for Network Management Services*

*Formal Procurements that will be presented to the BOD





Questions?



AmericanJobCenter®

The American Job Center logo consists of the word 'American' in blue, 'Job' in red, and 'Center' in blue, with a red star and a blue swoosh above the 'Job'.

MEMORANDUM

To: Audit and Finance Committee
From: Adrian Lopez, CEO
Presented by: Angela Bush, CFO
Date: November 12, 2021
Regarding: Financial Report -September 30, 2021

SUMMARY: Financial reports through September 30, 2021, have been prepared for the fiscal year October 1, 2020, through September 30, 2021, the straight-line expenditure benchmark is 100% of the budget; **however, these are preliminary year to date expenditures**. An analysis has been performed outlining Corporate and Facility Budgets, as well as the Grant Summary Report.

As the aftermath of COVID 19 and unemployment continue to present challenges for the local community, WSA evaluates the needs of local employers and job seekers while they continue to navigate these challenges by providing resources to the local communities. 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 needs of both job seekers and employers throughout the region.

Corporate Budget

Department	% Expensed	Comments
Personnel	91.02%	The agency currently has savings through vacant positions and flat benefits rates in FY21. The FY21 benefit rate was 28% of salaries, against a budget of 32%, reflecting a 4% savings.
Board Facility	101.80%	WSA is slightly over budget for facility cost. In April of 2021 CCQ staff moved to Datapoint, the board will absorb these additional corporate facility expenditures.
Equipment	82.17%	Equipment for board staff is under budget due to processing and shipping delays. Equipment is expected to be received in the first quarter of FY22.
General Office Expense	61.98%	The most significant under expenditure in this category is insurance, which accounts for approximately \$118,000 or 60% of the budget variance. Insurance is currently underspent due to decreased amount of insurance claims.
Professional Services	62.14%	The budget variance for professional services is approximately \$319,915. This variance is attributed to timing differences in staff development and consulting services. Additional savings were realized in audit, temporary staffing, and payroll fees.
Total Expense	84.62%	

Corporate expenditures are currently expended at a rate of 84.62% of the annual budget, which represents a budget surplus of approximately 15.38% of the approved budget. The most significant budget surpluses are in personnel and professional services; **however, not all invoices have been received for the fiscal year end.** Additionally, the professional services variance includes budget savings in audit, consulting, and payroll processing fees.

Facilities and Infrastructure Budget

Department	% Expensed	Comments
Overall	81.46%	The facility's budget is currently expended at a rate of 81.46% which is underspent by 18.54% of the budget benchmark. The board is expecting additional facility expenditures related to facility renovations, updates to the resource rooms and the expansion of space in Boerne and the San Antonio Food Bank.

Active Grants Only

Grant	End date	Budget	% Expense	Comments
21TAF	10/31/2021	\$6,059,779	92%	Grant is underspent by 8% due to the suspension of the work requirement. We are expecting to fully expend grant.
21SNE	9/30/2021	\$1,800,206	99%	TWC did not receive additional requested SNAP funding; all board experienced a de-obligation. WSA is expecting to fully expend.
21WCI	9/30/2021	\$54,532	76%	WSA is expecting to fully expend this grant.
21NCP	9/30/2021	\$437,578	90%	Expenditures have returned to normal spending levels; the board is expected to fully expend this grant.
21REA	12/31/2021	\$526,998	61%	Contractor costs have returned to normal spending levels. We are expecting to fully expend by 12/31/2021.
21WS1	12/31/2021	\$222,630	15%	The board expects to spend 30% of this funding. Military Spouse participation has been low across the state due to COVID-19.
21WPA	12/31/2021	\$635,893	29%	This grant will support Employment Services and upgrades to the Resource Rooms to support the sector-based model. The board expects to full expend this grant.
21CCQ	1/31/2021	\$1,947,771	88%	The board is expected to fully expend this grant.
20HJT	12/31/2021	\$31,342	62%	WSA was granted a no-cost extension to 12/31/21 to fully complete this initiative.

21VRS	1/31/2022	\$900,000	36%	The program completed a successful year. Total expenditures were \$319,671, we are expecting enrollments to increase in FY22. This was a fee for service initiative where the board is expected to make a minimum of \$80,000.
21SDF	1/31/2022	\$50,000	0%	WSA is working with Texas Tito's who will expend \$16,000 on this program in the first quarter of FY22. An additional Skills Development Fund Grant has been secured with Lone Star National Bank for \$500,000.
20COS (COVID- Related Skills Development Fund)	9/30/2021	\$287,500	70%	WSA was awarded a 90-day extension to 9/30/2021 to assist successful training of recipients with job placement. The board does not expect to fully expend grant.
20NDW	03/31/2022	\$4,859,231	43%	WSA is on track to fully expend and may receive additional funding and, an extension under this initiative.
21BEX-GEN	12/31/2021	\$7,802,061	63%	This grant is underspent due to the amount of funds allocated to Stipends.
21CIT-GEN	02/28/2022	\$13,731,691	52%	This grant has been extended through 2/28/2022 and increased to \$14,919,464.
TXMUT	03/1/2022	\$75,000	62%	The board is expected to full expend this grant, which support childcare centers.

ATTACHMENTS:
Financial Statement

Workforce Solutions Alamo
Corporate Expenditure Report
Board Fiscal Year October 01, 2020-September 30, 2021
Report Period: 10/01/20 - 9/30/2021

	Annual Budget	Amendment # 1 & 2	Amended Budget #1 & 2	Preliminary YTD Expenses	100.00% % Expended	Balance
PERSONNEL						
Salaries/Wages	\$ 3,126,213	\$ 105,000	\$ 3,231,213	\$ 3,059,761	94.69%	\$ 171,452
Fringe Benefits	1,003,476	30,000	1,033,476	856,723	82.90%	176,753
Staff Travel	35,000	-	35,000	14,102	40.29%	20,898
Staff Training & Development	30,000	-	30,000	10,361	34.54%	19,639
<i>PERSONNEL SUBTOTAL:</i>	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 3,940,946	91.02%	\$ 388,742
BOARD FACILITY						
Rent	325,000		325,000	330,840	101.80%	(5,840)
<i>FACILITY SUBTOTAL:</i>	\$ 325,000		\$ 325,000	\$ 330,840	101.80%	\$ (5,840)
EQUIPMENT/RELATED COSTS						
Equipment Purchases	30,000		30,000	3,005	10.02%	26,995
Equipment Rental	20,000	-	20,000	14,001	70.00%	5,999
Repair & Maintenance	2,000		2,000	-	0.00%	2,000
Software Licenses	10,000	20,000	30,000	33,789	112.63%	(3,789)
Software Maintenance & Support	40,000	-	40,000	49,449	123.62%	(9,449)
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	\$ 102,000	\$ 20,000	\$ 122,000	\$ 100,243	82.17%	\$ 21,757
GENERAL OFFICE EXPENSES						
Communications	55,000		55,000	38,656	70.28%	16,344
Advertising	5,000		5,000	399	7.98%	4,601
Insurances	235,000	-	235,000	117,126	49.84%	117,874
Office Supplies	30,000	-	30,000	16,975	56.58%	13,025
Postage/Shipping/Other	4,000		4,000	1,719	42.97%	2,281
Printing, Binding & Reproduction	10,500		10,500	3,502	33.35%	6,998
Publications & Subscriptions	5,500		5,500	4,829	87.80%	671
Dues	25,000		25,000	17,275	69.10%	7,725
Storage	12,000		12,000	10,388	86.56%	1,612
Marketing (External)	50,000	30,000	80,000	60,671	75.84%	19,329
Miscellaneous Costs	5,000		5,000	1,020	20.40%	3,980
Non Federal	50,000		50,000	47,895	95.79%	2,105
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	\$ 487,000	\$ 30,000	\$ 517,000	\$ 320,454	61.98%	\$ 196,546
PROFESSIONAL SERVICES						
Legal Services-Corporate	90,000	-	90,000	70,002	77.78%	19,998
Legal Services-Other	30,000	-	30,000	23,721	79.07%	6,279
Audit	80,000	-	80,000	62,500	78.13%	17,500
Monitoring (Contractor)	290,000	-	290,000	260,899	89.97%	29,101
Professional Services	225,000	75,000	300,000	95,350	31.78%	204,650
Payroll Fees	55,000	-	55,000	12,614	22.93%	42,386
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	\$ 770,000	\$ 75,000	\$ 845,000	\$ 525,085	62.14%	\$ 319,915
BOARD EXPENSES						
Board Member Travel	8,000	-	8,000	-	0.00%	8,000
Board Member Training/Development	7,000	-	7,000	-	0.00%	7,000
Board Meetings & Misc. Costs	20,000		20,000	6,455	32.27%	13,546
<i>BOARD EXPENSES SUBTOTAL:</i>	\$ 35,000	\$ -	\$ 35,000	\$ 6,455	18.44%	\$ 28,546
TOTAL EXPENSES						
	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 5,224,023	84.62%	\$ 949,665
SUMMARY:						
Personnel	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 3,940,946	91.02%	\$ 388,742
Board Facility	325,000	-	325,000	330,840	101.80%	(5,840)
Equipment/Related Costs	102,000	20,000.00	122,000	100,243	82.17%	21,757
General Office Expenses	487,000	30,000.00	517,000	320,454	61.98%	196,546
Professional Services	770,000	75,000.00	845,000	525,085	62.14%	319,915
Board Expenses	35,000	-	35,000	6,455	18.44%	28,546
TOTAL CORPORATE EXPENSES	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 5,224,023	84.62%	\$ 949,665

WORKFORCE SOLUTIONS ALAMO
Board Fiscal Year October 01, 2020 - September 30, 2021

Report Period: 10/01/20-9/30/2021

Facilities & Infrastructure Report

Facilities & Infrastructure	Budgeted Amt.	Amendment #1	Amendment #2	Revised Budgeted Amt.	Preliminary YTD Expenses	% Expensed	% Straightline Benchmark	Balance
	\$ 4,550,200.00	\$ 750,000.00	\$ 366,848.00	\$ 5,667,048.00	\$ 4,616,496.98	81.46%	100.00%	\$ 1,050,551.02

<u>Facilities:</u>	<u>End of Lease</u>	<u>General Expense Item*</u>	
Walzem	12/31/2023	Rent	
Datapoint	3/31/2030	Utilities	
Datapoint - Child Care	3/31/2030	Janitorial	
Marbach	5/31/2022	Repair & Maintenance	Port SA Lease in Negotiations
S. Flores	7/31/2028	Security	10 Year lease
E. Houston	8/16/2030	Copiers / Printers	
New Braunfels	1/31/2022	Phones	
Hondo	12/31/2021	Computer Equipment	Board Approved Amendment
Seguin	1/15/2027	Misc.	1/1/2022-12/31/2024
Kenedy	1/31/2022	*Not all general expenses items are applicable to each location	
Floresville	7/31/2026		
Kerrville	4/30/2024		
Boerne	11/30/2021	New lease	12/1/21 - 11/30/26
Pleasanton	1/31/2022	Renewal- Pending Board	
Pearsall	10/31/2021	Approval	2/1/2022-1/31/2025
Fredericksburg	No Expiration	New lease	11/1/21 - 10/31/24
Bandera	No Expiration		

Workforce Solutions Alamo
October 1, 2020 to September 30, 2021
Active Grants Report

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 9/30/2021	Balance	Grant Expended 9/30/2021	Months Remaining
WIOA ADULT SERVICES	20WA1	6/30/2022	2020W0A001	\$ 594,722.00	\$ 585,324.70	\$ 9,397.30	98%	9
WIOA ADULT SERVICES	20WA2	6/30/2022	2020W0A001	\$ 2,433,326.00	\$ 2,430,272.09	\$ 3,053.91	100%	9
WIOA ADULT SERVICES	21WA1	6/30/2023	2021W0A001	\$ 849,798.00	\$ 129,891.86	\$ 719,906.14	15%	21
WIOA ADULT Total				\$ 3,028,048.00	\$ 3,015,596.79	\$ 12,451.21		
WIOA DISLOCATED WORKER	20WD1	6/30/2022	2020W0D001	\$ 849,412.00	\$ 827,428.11	\$ 21,983.89	97%	9
WIOA DISLOCATED WORKER	20WD2	6/30/2022	2020W0D001	\$ 3,270,077.00	\$ 3,257,989.90	\$ 12,087.10	100%	9
WIOA DISLOCATED WORKER	21WD1	6/30/2023	2021W0D001	\$ 901,481.00	\$ 154,971.78	\$ 746,509.22	17%	21
WIOA DISLOCATED Total				\$ 4,119,489.00	\$ 4,085,418.01	\$ 34,070.99		
WIOA YOUTH SERVICES	20WOY	6/30/2022	2020W0Y001	\$ 3,266,806.00	\$ 3,002,695.57	\$ 264,110.43	92%	9
WIOA YOUTH SERVICES	21WOY	6/30/2023	2021W0Y001	\$ 4,430,155.00	\$ 897,584.73	\$ 3,532,570.27	20%	21
WIOA YOUTH Total				\$ 7,696,961.00	\$ 3,002,695.57	\$ 264,110.43		
WIOA RAPID RESPONSE	21WOR	6/30/2022	2021W0R001	\$ 55,214.00	\$ 9,930.91	\$ 45,283.09	18%	9
WIOA RAPID RESPONSE Total				\$ 55,214.00	\$ 5,223.28	\$ 45,292.37		
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	21TAF	10/31/2021	2021TAF001	\$ 6,059,779.00	\$ 5,569,253.06	\$ 490,525.94	92%	1
TANF Total				\$ 6,059,779.00	\$ 5,569,253.06	\$ 490,525.94		
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	21SNE	9/30/2021	2021SNE001	\$ 1,800,206.00	\$ 1,775,406.27	\$ 24,799.73	99%	
SNAP E&T Total				\$ 1,800,206.00	\$ 1,775,406.27	\$ 24,799.73		
NON CUSTODIAL PARENT	21NCP	9/30/2021	2021NCP001	\$ 437,578.00	\$ 392,663.37	\$ 44,914.63	90%	
NON CUSTODIAL PARENT	22NCP	9/30/2022	2022NCP001	\$ 437,578.00	\$ 1,204.30	\$ 436,373.70	0%	12
NON CUSTODIAL PARENT Total				\$ 875,156.00	\$ 393,867.67	\$ 481,288.33		
CC SRVCS FORMULA ALLOCATION-CCF	21CCF	12/31/2021	2021CCF001	\$ 71,835,714.00	\$ 65,217,240.11	\$ 6,618,473.89	91%	3
CHILD CARE CCF Total				\$ 71,835,714.00	\$ 65,217,240.11	\$ 6,618,473.89		
CC DVLPMNT FUND LOCAL MATCH - CCM	21CCM	12/31/2021	2021CCM001	\$ 7,244,574.00	\$ 4,456,552.00	\$ 2,788,022.00	62%	3
CHILD CARE CCM Total				\$ 7,244,574.00	\$ 4,456,552.00	\$ 2,788,022.00		
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	21CCP	12/31/2021	2021CCP001	\$ 8,961,000.00	\$ 6,186,195.32	\$ 2,774,804.68	69%	3
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	22CCP	12/31/2022	2022CCP001	\$ 6,953,000.00	\$ 490,411.84	\$ 6,462,588.16	7%	15
CHILD CARE CCP Total				\$ 38,976,179.28	\$ 6,186,195.32	\$ 2,774,804.68		
TRADE ACT SERVICES	21TRA	12/31/2021	2021TRA001	\$ 193,616.00	\$ 118,382.62	\$ 75,233.38	61%	3
TRADE ACT SERVICES Total				\$ 193,616.00	\$ 118,382.62	\$ 75,233.38		
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	21WPA	12/31/2021	2021WPA001	\$ 635,893.00	\$ 183,533.00	\$ 452,360.00	29%	3
EMPLOYMENT SERVICES Total				\$ 635,893.00	\$ 183,533.00	\$ 452,360.00		
RESOURCE ADMIN GRANT	21RAG	9/30/2021	2021RAG001	\$ 11,857.00	\$ 9,776.28	\$ 2,080.72	82%	
RESOURCE ADMIN GRANT Total				\$ 11,857.00	\$ 9,776.28	\$ 2,080.72		
VETERANS EMPLOYMENT SERVICE	21TVC	9/30/2021	2021TVC001	\$ 284,084.00	\$ 223,451.84	\$ 60,632.16	79%	
VETERANS EMPLOYMENT SERVICE Total				\$ 284,084.00	\$ 223,451.84	\$ 60,632.16		
CC QUALITY - CCQ	21CCQ	10/31/2021	2021CCQ001	\$ 1,947,771.00	\$ 1,707,109.16	\$ 240,661.84	88%	1
CCQ QUALITY Total				\$ 1,947,771.00	\$ 1,707,109.16	\$ 240,661.84		
WORKFORCE COMMISSION INITIATIVES	21WCI	9/30/2021	2021WCI001	\$ 54,532.00	\$ 41,397.81	\$ 13,134.19	76%	
WORKFORCE COMMISSION INITIATIVES Total				\$ 54,532.00	\$ 41,397.81	\$ 13,134.19		

Workforce Solutions Alamo
October 1, 2020 to September 30, 2021
Active Grants Report

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 9/30/2021	Balance	Grant Expended 9/30/2021	Months Remaining
REEMPLOYMENT SERVICES - REA	21REA	12/31/2021	2021REA001	\$ 526,998.00	\$ 319,766.99	\$ 207,231.01	61%	3
REEMPLOYMENT SERVICES Total				\$ 526,998.00	\$ 319,766.99	\$ 207,231.01		
MILITARY FAMILY SUPPORT PROGRAM	21WS1	12/31/2021	2021WOS001	\$ 222,630.00	\$ 33,461.57	\$ 189,168.43	15%	3
MILITARY FAMILY SUPPORT Total				\$ 222,630.00	\$ 33,461.57	\$ 189,168.43		
STUDENT HIREABILITY NAVIGATOR	18HN3	8/31/2022	3018VRS130	\$ 226,000.00	\$ 13,272.79	\$ 212,727.21	6%	11
STUDENT HIREABILITY NAVIGATOR Total				\$ 226,000.00	\$ 13,272.79	\$ 212,727.21		
VOCATIONAL REHABILITATION-VR INFRA SPRT	22COL	8/31/2022	2022COL001	\$ 483,035.56	\$ 39,367.30	\$ 443,668.26	8%	11
VR-INFRA SUPPORT Total				\$ 483,035.56	\$ 39,367.30	\$ 443,668.26		
TEXAS INDUSTRY PARTNER	21TP2	4/30/2022	2021TIP002	\$ 37,932.00	\$ -	\$ 37,932.00	0%	7
WIOA ALTERNATIVE FUNDING Total				\$ 37,932.00	\$ -	\$ 37,932.00		
HIGH DEMAND JOB TRAINING	20HJT	12/31/2021	2020HJT001	\$ 31,342.00	\$ 19,318.45	\$ 12,023.55	62%	3
HIGH DEMAND JOB TRAINING Total				\$ 31,342.00	\$ 19,318.45	\$ 12,023.55		
HEALTH PROF OPPORTUNITIES GRANT - HPOG	HPOG2	9/29/2021	HPOG2	\$ 81,698.00	\$ 52,866.61	\$ 28,831.39	65%	
HPOG - ALAMO COLLEGES TOTAL				\$ 81,698.00	\$ 52,866.61	\$ 28,831.39		
SUMMER EARN & LEARN	21VRS	1/31/2022	21VRS	\$ 900,000.00	\$ 319,671.01	\$ 580,328.99	36%	4
COSA AMBASSADOR	21AMB	12/31/2021	21AMB	\$ 50,000.00	\$ 2,014.85	\$ 47,985.15	4%	3
SUMMER EARN & LEARN TOTAL				\$ 950,000.00	\$ 321,685.86	\$ 628,314.14		
SKILLS DEVELOPMENT FUND	21SDF	1/31/2022	21SDF	\$ 50,000.00	\$ -	\$ 50,000.00	0%	4
SKILLS DEVELOPMENT FUND TOTAL				\$ 50,000.00	\$ -	\$ 50,000.00		
DISASTER RECOVERY DISLOCATED WORKER	20NDW	3/31/2022	2020NDW001	\$ 4,859,231.00	\$ 2,083,322.87	\$ 2,775,908.13	43%	6
WINTER STORMS NDWG	21NDW	3/31/2023	2021NDW001	\$ 280,952.00	\$ 45.71	\$ 280,906.29	0%	18
COVID 19 RESPONSE STATEWIDE FUNDS (SKILLS DEVELOPMENT FUND)	20COS	9/30/2021	2020COS002	\$ 287,500.00	\$ 201,168.93	\$ 86,331.07	70%	
BEXAR COUNTY CARES	21BEX	12/31/2021		\$ 7,802,061.00	\$ 4,929,864.22	\$ 2,872,196.78	63%	3
CITY OF SAN ANTONIO TRAIN FOR JOBS	21CIT	9/30/2021		\$ 13,731,691.26	\$ 7,129,411.76	\$ 6,602,279.50	52%	
HELPING OFFICES MANAGE ELECTRONICALLY (HOM)	21DON	4/30/2022	2021DON001	\$ 51,222.00	\$ 21,036.67	\$ 30,185.33	41%	7
COVID GRANTS TOTAL				\$ 27,012,657.26	\$ 14,364,850.16	\$ 12,647,807.10	53%	
TEXAS MUTUAL FUND	TXMUT	3/1/2022		\$ 75,000.00	\$ 46,203.99	\$ 28,796.01	62%	5
TEXAS MUTUAL FUND TOTAL				\$ 75,000.00	\$ 46,203.99	\$ 28,796.01	62%	
GRAND TOTAL				\$ 174,516,366.10	\$ 111,251,892.51	\$ 28,864,440.96		

Workforce Solutions Alamo
October 1, 2020 to September 30, 2021
Grant Summary Report

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 9/30/2021	YTD Exp 9/30/2021	Balance
WIOA ADULT SERVICES	19WA1	2019WOA001	\$ 753,296.00	\$ 632,384.69	\$ 120,911.31	\$ 120,911.31	\$ 120,915.10	\$ 753,299.79	\$ (3.79)
WIOA ADULT SERVICES	19WA2	2019WOA001	\$ 3,300,517.00	\$ 3,267,612.91	\$ 32,904.09	\$ 32,904.09	\$ 32,912.07	\$ 3,300,524.98	\$ (7.98)
WIOA ADULT SERVICES	20WA1	2020W0A001	\$ 594,722.00	\$ -	\$ 594,722.00	\$ 594,722.00	\$ 585,324.70	\$ 585,324.70	\$ 9,397.30
WIOA ADULT SERVICES	20WA2	2020W0A001	\$ 2,433,326.00	0	\$ 2,433,326.00	\$ 2,433,326.00	\$ 2,430,272.09	\$ 2,430,272.09	\$ 3,053.91
	21WA1	2021WOA001	\$ 849,798.00	0	\$ 849,798.00	\$ 849,798.00	\$ 129,891.86	\$ 129,891.86	\$ 719,906.14
WIOA ADULT Total			\$ 7,931,659.00	\$ 3,899,997.60	\$ 4,031,661.40	\$ 4,031,661.40	\$ 3,299,315.82	\$ 7,199,313.42	\$ 732,345.58
WIOA DISLOCATED WORKER	19WD1	2019WOD001	\$ 711,177.00	\$ 358,134.34	\$ 353,042.66	\$ 353,042.66	\$ 353,049.85	\$ 711,184.19	\$ (7.19)
WIOA DISLOCATED WORKER	19WD2	2019WOD001	\$ 2,946,453.00	\$ 2,860,593.25	\$ 85,859.75	\$ 85,859.75	\$ 85,872.14	\$ 2,946,465.39	\$ (12.39)
WIOA DISLOCATED WORKER	20WD1	2020W0D001	\$ 849,412.00	\$ -	\$ 849,412.00	\$ 849,412.00	\$ 827,428.11	\$ 827,428.11	\$ 21,983.89
WIOA DISLOCATED WORKER	20WD2	2020W0D001	\$ 3,270,077.00	0	\$ 3,270,077.00	\$ 3,270,077.00	\$ 3,257,989.90	\$ 3,257,989.90	\$ 12,087.10
	21WD1	2021WOD001	\$ 901,481.00	0	\$ 901,481.00	\$ 901,481.00	\$ 154,971.78	\$ 154,971.78	\$ 746,509.22
WIOA DISLOCATED Total			\$ 8,678,600.00	\$ 3,218,727.59	\$ 5,459,872.41	\$ 5,459,872.41	\$ 4,679,311.78	\$ 7,898,039.37	\$ 780,560.63
WIOA YOUTH SERVICES	19WOY	2019WOY001	\$ 4,373,355.00	\$ 4,149,150.17	\$ 224,204.83	\$ 224,503.93	\$ 224,293.52	\$ 4,373,443.69	\$ (88.69)
WIOA YOUTH SERVICES	20WOY	2020WOY001	\$ 3,266,806.00	\$ 1,112,237.20	\$ 2,154,568.80	\$ 2,154,568.80	\$ 1,890,458.37	\$ 3,002,695.57	\$ 264,110.43
WIOA YOUTH SERVICES	21WOY	2021WOY001	\$ 4,430,155.00	0	\$ 4,430,155.00	\$ 4,430,155.00	\$ 897,584.73	\$ 897,584.73	\$ 3,532,570.27
WIOA YOUTH Total			\$ 12,070,316.00	\$ 5,261,387.37	\$ 6,808,928.63	\$ 6,809,227.73	\$ 3,012,336.62	\$ 8,273,723.99	\$ 3,796,592.01
WIOA RAPID RESPONSE	20WOR	2020WOR001	\$ 50,513.00	\$ -	\$ 50,513.00	\$ 50,513.00	\$ 50,513.35	\$ 50,513.35	\$ (0.35)
WIOA RAPID RESPONSE	21WOR	2021WOR001	\$ 55,214.00	0	\$ 55,214.00	\$ 55,214.00	\$ 9,930.91	\$ 9,930.91	\$ 45,283.09
WIOA RAPID RESPONSE Total			\$ 105,727.00	\$ -	\$ 105,727.00	\$ 105,727.00	\$ 60,444.26	\$ 60,444.26	\$ 45,282.74
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	20TAF	2020TAF001	\$ 6,169,544.00	\$ 4,778,149.15	\$ 1,391,394.85	\$ 1,391,394.85	\$ 176,053.72	\$ 4,954,202.87	\$ 1,215,341.13
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	21TAF	2021TAF001	\$ 6,059,779.00	0	\$ 6,059,779.00	\$ 6,059,779.00	\$ 5,569,253.06	\$ 5,569,253.06	\$ 490,525.94
TANF Total			\$ 12,229,323.00	\$ 4,778,149.15	\$ 7,451,173.85	\$ 7,451,173.85	\$ 5,745,306.78	\$ 10,523,455.93	\$ 1,705,867.07
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	21SNE	2021SNE001	\$ 1,800,206.00	0	\$ 1,800,206.00	\$ 1,686,265.00	\$ 1,775,406.27	\$ 1,775,406.27	\$ 24,799.73
SNAP E&T Total			\$ 1,800,206.00	\$ -	\$ 1,800,206.00	\$ 1,686,265.00	\$ 1,775,406.27	\$ 1,775,406.27	\$ 24,799.73
NON CUSTODIAL PARENT	21NCP	2021NCP001	\$ 437,578.00	\$ 3.21	\$ 437,574.79	\$ 437,574.79	\$ 392,660.16	\$ 392,663.37	\$ 44,914.63
NON CUSTODIAL PARENT	22NCP	2022NCP001	\$ 437,578.00	0	\$ 437,578.00	\$ 1,204.30	\$ 1,204.30	\$ 1,204.30	\$ 436,373.70
NON CUSTODIAL PARENT Total			\$ 875,156.00	\$ 3.21	\$ 875,152.79	\$ 438,779.09	\$ 393,864.46	\$ 393,867.67	\$ 481,288.33
CC SRVCS FORMULA ALLOCATION-CCF	20CCF	2020CCF001	\$ 84,753,484.00	\$ 72,614,892.28	\$ 12,138,591.72	\$ 12,138,591.72	\$ 6,594,582.18	\$ 79,209,474.46	\$ 5,544,009.54
CC SRVCS FORMULA ALLOCATION-CCF	21CCF	2021CCF001	\$ 71,835,714.00	0	\$ 71,835,714.00	\$ 71,835,714.00	\$ 65,217,240.11	\$ 65,217,240.11	\$ 6,618,473.89
CHILD CARE CCF Total			\$ 156,589,198.00	\$ 72,614,892.28	\$ 83,974,305.72	\$ 83,974,305.72	\$ 71,811,822.29	\$ 144,426,714.57	\$ 12,162,483.43
CC DVLPMNT FUND LOCAL MATCH - CCM	20CCM	2020CCM001	\$ 7,210,326.00	\$ 4,522,759.81	\$ 2,687,566.19	\$ 2,687,566.19	\$ 2,687,566.19	\$ 7,210,326.00	\$ -
CC DVLPMNT FUND LOCAL MATCH - CCM	21CCM	2021CCM001	\$ 7,244,574.00	0	\$ 7,244,574.00	\$ 7,244,574.00	\$ 4,456,552.00	\$ 4,456,552.00	\$ 2,788,022.00
CHILD CARE CCM Total			\$ 14,454,900.00	\$ 4,522,759.81	\$ 9,932,140.19	\$ 9,932,140.19	\$ 7,144,118.19	\$ 11,666,878.00	\$ 2,788,022.00
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	20CCP	2020CCP001	\$ 10,019,800.00	\$ 7,132,560.55	\$ 2,887,239.45	\$ 2,887,239.45	\$ 7,132,560.55	\$ 2,887,239.45	\$ 2,887,239.45
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	21CCP	2021CCP001	\$ 8,961,000.00	\$ 520,608.70	\$ 8,440,391.30	\$ 8,440,391.30	\$ 5,665,586.62	\$ 6,186,195.32	\$ 2,774,804.68
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	22CCP	2022CCP001	\$ 6,953,000.00	0	\$ 6,953,000.00	\$ 490,411.84	\$ 490,411.84	\$ 490,411.84	\$ 6,462,588.16
CHILD CARE CCP Total			\$ 25,933,800.00	\$ 7,653,169.25	\$ 18,280,630.75	\$ 11,818,042.59	\$ 6,155,998.46	\$ 13,809,167.71	\$ 12,124,632.29
TRADE ACT SERVICES	20TRA	2020TRA001	\$ 226,315.00	\$ 207,908.42	\$ 18,406.58	\$ 18,406.58	\$ 18,406.59	\$ 226,315.01	\$ (0.01)
TRADE ACT SERVICES	21TRA	2021TRA001	\$ 193,616.00	0	\$ 193,616.00	\$ 193,616.00	\$ 118,382.62	\$ 118,382.62	\$ 75,233.38
TRADE ACT SERVICES Total			\$ 419,931.00	\$ 207,908.42	\$ 212,022.58	\$ 212,022.58	\$ 136,789.21	\$ 344,697.63	\$ 75,233.37

Workforce Solutions Alamo
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Grant Summary Report

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 9/30/2021	YTD Exp 9/30/2021	Balance
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	20WPA	2021WPA001	\$ 1,392,426.00	\$ 576,769.69	\$ 815,656.31	\$ 815,656.31	\$ 815,661.37	\$ 1,392,431.06	\$ (5.06)
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	21WPA	2021WPA001	\$ 635,893.00	0	\$ 635,893.00	\$ 635,893.00	\$ 183,533.00	\$ 183,533.00	\$ 452,360.00
EMPLOYMENT SERVICES Total			\$ 2,028,319.00	\$ 576,769.69	\$ 1,451,549.31	\$ 1,451,549.31	\$ 999,194.37	\$ 1,575,964.06	\$ 452,354.94
RESOURCE ADMIN GRANT	21RAG	2021RAG001	\$ 11,857.00	0	\$ 11,857.00	\$ 11,857.00	\$ 9,776.28	\$ 9,776.28	\$ 2,080.72
RESOURCE ADMIN GRANT Total			\$ 11,857.00	\$ -	\$ 11,857.00	\$ 11,857.00	\$ 9,776.28	\$ 9,776.28	\$ 2,080.72
VETERANS EMPLOYMENT SERVICE	21TVC	2021TVC001	\$ 284,084.00	0	\$ 284,084.00	\$ 284,084.00	\$ 223,451.84	\$ 223,451.84	\$ 60,632.16
VETERANS EMPLOYMENT SERVICE Total			\$ 284,084.00	\$ -	\$ 284,084.00	\$ 284,084.00	\$ 223,451.84	\$ 223,451.84	\$ 60,632.16
CHILD CARE ATTENDANCE AUTOMATION	20CAA	2020CAA001	\$ 361,164.00	\$ 321,294.11	\$ 39,869.89	\$ 39,869.89	\$	\$ 321,294.11	\$ 39,869.89
CHILD CARE ATTENDANCE AUTOMATION	21CAA	2021CAA001	\$ 361,164.00	0	\$ 361,164.00	\$ 361,164.00	\$ 109,180.68	\$ 109,180.68	\$ 251,983.32
CHILD CARE ATTENDANCE AUTOMATION Total			\$ 722,328.00	\$ 321,294.11	\$ 401,033.89	\$ 401,033.89	\$ 109,180.68	\$ 430,474.79	\$ 291,853.21
CC QUALITY - CCQ	20CCQ	2020CCQ001	\$ 1,941,072.00	\$ 1,287,361.45	\$ 653,710.55	\$ 653,710.55	\$ 653,710.55	\$ 1,941,072.00	\$ -
CC QUALITY - CCQ	21CCQ	2021CCQ001	\$ 1,947,771.00	0	\$ 1,947,771.00	\$ 1,947,771.00	\$ 1,707,109.16	\$ 1,707,109.16	\$ 240,661.84
CCQ QUALITY Total			\$ 3,888,843.00	\$ 1,287,361.45	\$ 2,601,481.55	\$ 2,601,481.55	\$ 2,360,819.71	\$ 3,648,181.16	\$ 240,661.84
WORKFORCE COMMISSION INITIATIVES	19WCI	2019WCI000	\$ 144,333.00	\$ 119,878.07	\$ 24,454.93	\$ 24,454.93	\$ 23,824.25	\$ 143,702.32	\$ 630.68
WORKFORCE COMMISSION INITIATIVES	20WCI	2020WCI001	\$ 105,272.00	\$ 54,282.25	\$ 50,989.75	\$ 50,989.75	\$ 50,000.00	\$ 104,282.25	\$ 989.75
WORKFORCE COMMISSION INITIATIVES	21WCI	2021WCI001	\$ 54,532.00	0	\$ 54,532.00	\$ 54,532.00	\$ 41,397.81	\$ 41,397.81	\$ 13,134.19
WORKFORCE COMMISSION INITIATIVES Total			\$ 304,137.00	\$ 174,160.32	\$ 129,976.68	\$ 129,976.68	\$ 115,222.06	\$ 289,382.38	\$ 14,754.62
REEMPLOYMENT SERVICES - REA	20REA	2020REA001	\$ 651,116.00	\$ 509,191.68	\$ 141,924.32	\$ 141,924.32	\$ 81,446.59	\$ 590,638.27	\$ 60,477.73
REEMPLOYMENT SERVICES - REA	21REA	2021REA001	\$ 526,998.00	0	\$ 526,998.00	\$ 526,998.00	\$ 319,766.99	\$ 319,766.99	\$ 207,231.01
REEMPLOYMENT Total			\$ 1,178,114.00	\$ 509,191.68	\$ 668,922.32	\$ 668,922.32	\$ 401,213.58	\$ 910,405.26	\$ 267,708.74
MILITARY FAMILY SUPPORT PROGRAM	20WS1	2020WOS001	\$ 222,630.00	\$ 219,938.74	\$ 2,691.26	\$ 2,691.26	\$ 2,700.12	\$ 222,638.86	\$ (8.86)
MILITARY FAMILY SUPPORT PROGRAM	21WS1	2021WOS001	\$ 222,630.00	0	\$ 222,630.00	\$ 222,630.00	\$ 33,461.57	\$ 33,461.57	\$ 189,168.43
MILITARY FAMILY SUPPORT Total			\$ 445,260.00	\$ 219,938.74	\$ 225,321.26	\$ 225,321.26	\$ 36,161.69	\$ 256,100.43	\$ 189,159.57
STUDENT HIREABILITY NAVIIGATOR	18HN2	3018VRS120	\$ 200,000.00	\$ 10,797.76	\$ 189,202.24	\$ 189,202.24	\$ 122,933.88	\$ 133,731.64	\$ 66,268.36
STUDENT HIREABILITY NAVIIGATOR	18HN3	3018VRS130	\$ 226,000.00	0	\$ 226,000.00	\$ 13,272.79	\$ 13,272.79	\$ 13,272.79	\$ 212,727.21
STUDENT HIREABILITY NAVIGATOR Total			\$ 426,000.00	\$ 10,797.76	\$ 415,202.24	\$ 202,475.03	\$ 136,206.67	\$ 147,004.43	\$ 278,995.57
VOCATIONAL REHABILITATION-VR INFRA SPRT	21COL	2021COL001	\$ 718,541.00	\$ 45,466.44	\$ 673,074.56	\$ 673,074.56	\$ 607,529.83	\$ 652,996.27	\$ 65,544.73
VOCATIONAL REHABILITATION-VR INFRA SPRT	22COL	2022COL001	\$ 483,035.56	0	\$ 483,035.56	\$ 39,367.30	\$ 39,367.30	\$ 39,367.30	\$ 443,668.26
VR-INFRA SUPPORT Total			\$ 1,201,576.56	\$ 45,466.44	\$ 1,156,110.12	\$ 712,441.86	\$ 646,897.13	\$ 692,363.57	\$ 509,212.99
TEXAS INDUSTRY PARTNER (TIP)	20TIP	2020TIP001	\$ 147,358.00	\$ -	\$ 147,358.00	\$ 147,358.00	\$	\$ -	\$ 147,358.00
TEXAS INDUSTRY PARTNER (TIP)	21TIP	2021TIP001	\$ 73,320.00	0	\$ 73,320.00	\$ 73,320.00	\$ 72,840.20	\$ 72,840.20	\$ 479.80
TEXAS INDUSTRY PARTNER (TIP)	21TP2	2021TIP002	\$ 37,932.00	0	\$ 37,932.00	\$ 37,932.00	\$ -	\$ -	\$ 37,932.00
Texas Industry Partnership (TIP)			\$ 258,610.00	\$ -	\$ 258,610.00	\$ 258,610.00	\$ 72,840.20	\$ 72,840.20	\$ 185,769.80
WIOA ALTERNATIVE FUNDING	19WAF	2019WAF001	\$ 479,224.00	\$ 165,314.36	\$ 313,909.64	\$ 313,909.64	\$ 267,168.51	\$ 432,482.87	\$ 46,741.13
WIOA ALTERNATIVE FUNDING Total			\$ 479,224.00	\$ 165,314.36	\$ 313,909.64	\$ 313,909.64	\$ 267,168.51	\$ 432,482.87	\$ 46,741.13
YOUTH JOB SKILLS INITIATIVE	19WS2	2019W0S002	\$ 286,000.00	\$ 78,710.02	\$ 207,289.98	\$ 207,289.98	\$ 233,964.17	\$ 312,674.19	\$ (26,674.19)
YOUTH JOB SKILL INITIATIVE Total			\$ 286,000.00	\$ 78,710.02	\$ 207,289.98	\$ 207,289.98	\$ 233,964.17	\$ 312,674.19	\$ (26,674.19)
HIGH DEMAND JOB TRAINING	20HJT	2020HJT001	\$ 31,342.00	\$ -	\$ 31,342.00	\$ 31,342.00	\$ 19,318.45	\$ 19,318.45	\$ 12,023.55
HIGH DEMAND JOB TRAINING Total			\$ 31,342.00	\$ -	\$ 31,342.00	\$ 31,342.00	\$ 19,318.45	\$ 19,318.45	\$ 12,023.55
ACCD-HEALTH PROF OPPORTUNITIES GRNT-HPOG	HPOG2	HPOG2	\$ 81,698.00	\$ -	\$ 81,698.00	\$ 81,698.00	\$ 52,866.61	\$ 52,866.61	\$ 28,831.39
ACCD-TECH WORKS GRANT - TEC20	TEC20	TEC20	\$ 83,580.00	\$ 25,072.80	\$ 58,507.20	\$ 58,507.20	\$ (3,002.60)	\$ 22,070.20	\$ 61,509.80

Workforce Solutions Alamo
October 1, 2020 to September 30, 2021
Grant Summary Report

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 9/30/2021	YTD Exp 9/30/2021	Balance
ALAMO COLLEGES Total			\$ 165,278.00	\$ 25,072.80	\$ 140,205.20	\$ 140,205.20	\$ 49,864.01	\$ 74,936.81	\$ 90,341.19
SUMMER EARN & LEARN (SEAL)	21VRS	3021VRS073	\$ 900,000.00	0	\$ 900,000.00	\$ 900,000.00	\$ 319,671.01	\$ 319,671.01	\$ 580,328.99
COSA AMBASSADOR	21AMB	21AMB	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00	\$ 2,014.85	\$ 2,014.85	\$ 47,985.15
SEAL AND COSA AMBASSADOR Total			\$ 950,000.00	\$ -	\$ 950,000.00	\$ 950,000.00	\$ 321,685.86	\$ 321,685.86	\$ 628,314.14
SKILLS DEVELOPMENT FUND	21SDF	2021SDF001	\$ 50,000.00	0	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
SKILLS DEVELOPMENT FUND Total			\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
COVID 19 RESPONSE STATEWIDE FUNDS	20COV	2020COV001	\$ 308,626.00	\$ 30,346.61	\$ 278,279.39	\$ 278,279.39	\$ 270,630.12	\$ 300,976.73	\$ 7,649.27
DISASTER RECOVERY DISLOCATED WORKER	20NDW	2020NDW001	\$ 4,859,231.00	\$ 111,970.69	\$ 4,747,260.31	\$ 4,747,260.31	\$ 1,971,352.18	\$ 2,083,322.87	\$ 2,775,908.13
WINTER STORMS NDWG	21NDW	2021NDW001	\$ 280,952.00	0	\$ 280,952.00	\$ 280,952.00	\$ 45.71	\$ 45.71	\$ 280,906.29
COVID 19 RESPONSE STATEWIDE FUNDS (SKILLS DEVELOPMENT FUND)	20COS	2020COS002	\$ 287,500.00	\$ 40,000.00	\$ 247,500.00	\$ 247,500.00	\$ 161,168.93	\$ 201,168.93	\$ 86,331.07
BEXAR COUNTY CARES	20BEX		\$ 6,107,000.00	\$ 759,522.89	\$ 5,347,477.11	\$ 5,347,477.11	\$ 1,032,836.92	\$ 1,792,359.81	\$ 4,314,640.19
BEXAR COUNTY CARES	21BEX		\$ 7,802,061.00	\$ (1,013.86)	\$ 7,803,074.86	\$ 7,803,074.86	\$ 4,930,878.08	\$ 4,929,864.22	\$ 2,872,196.78
CITY OF SAN ANTONIO TRAIN FOR JOBS	20CIT		\$ 2,293,380.71	\$ 129,987.44	\$ 2,163,393.27	\$ 2,163,393.27	\$ 1,210,012.29	\$ 1,339,999.73	\$ 953,380.98
CITY OF SAN ANTONIO TRAIN FOR JOBS	21CIT		\$ 13,731,691.26	0	\$ 13,731,691.26	\$ 13,731,691.26	\$ 7,129,411.76	\$ 7,129,411.76	\$ 6,602,279.50
HELPING OFFICES MANAGE ELECTRONICALLY (HOM)	21DON	2021DON001	\$ 51,222.00	\$ -	\$ 51,222.00	\$ 51,222.00	\$ 21,036.67	\$ 21,036.67	\$ 30,185.33
COVID GRANTS Total			\$ 35,721,663.97	\$ 1,070,813.77	\$ 34,650,850.20	\$ 34,650,850.20	\$ 16,727,372.66	\$ 17,798,186.43	\$ 17,923,477.54
TEXAS MUTUAL	TXMUT		\$ 75,000.00	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 46,203.99	\$ 46,203.99	\$ 28,796.01
TEXAS MUTUAL TOTAL			\$ 75,000.00	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 46,203.99	\$ 46,203.99	\$ 28,796.01
GRAND TOTAL			\$ 289,596,452.53	\$ 106,641,885.82	\$ 182,954,566.71	\$ 175,285,567.48	\$ 126,991,256.00	\$ 233,633,141.82	\$ 55,963,310.71

MEMORANDUM

To: Audit and Finance Committee
From: Angela Bush, CFO
Presented by: Angela Bush, CFO
Date: November 12, 2021
Subject: C2GPS Fiscal Integrity Review

Summary: The board's external monitor Christine H. Nguyen, CPA has completed the fiscal integrity review for C2GPS to issue the FY22 contract renewal. The results of her report are attached to this report.

Analysis: Prior to FY19 (10/1/18-9/30/19), Workforce Solutions Alamo was the fiscal agent for C2GPS. In FY20 (10/1/19-9/30/20), the board began to issue cash advances to C2GPS. The fiscal integrity report indicates concerns around financial reporting beginning in FY19 and inadequate documentation around cash advance projection requests beginning in FY20. This has resulted in the external monitor identifying potential questioned cost for both FY19 and FY20 related to financial reporting.

The external monitor, board, and contractor have been closely working together over the past several months to resolve fiscal integrity review items. Additionally, Ms. Nguyen has cleared the FY20 Audit and bank reconciliations from the fiscal integrity review.

Staff Recommendation: It is the recommendation of board staff to return to the previous fiscal agent model, providing additional oversight for financial reporting and, issuing all payments to the PEO for staffing and vendors for services that are utilized under this contract.

Alternatives: The contractor retains the role as a turnkey contractor. This will require additional oversight and monitoring, increasing the overall cost for external monitoring and board staff.

Next Steps: Board staff will work with the contractor providing technical assistance to correct close outs and aim to minimize questioned costs to the contractor. Any amounts that cannot be resolved will need to be reimbursed to the board.

Attachment: Fiscal Integrity Report

Contract Period: 10/1/21-9/30/22

Fiscal Integrity Review Date: 7/7/21; Follow-Up (11/8/21)

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, Supplement App D, P.3; 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	Follow-Up Status (11/8/21)
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, 2019 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, 2019 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; 2019 Audit reports; Financial Statements-April 2021.	C2GPS' 2020 audit report has not been completed. Expected to complete by the end of July/August 2021.	Completed. No issues were identified.
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; 2019 Audit reports and Inquiry.		
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?		No	Prior Financial Monitoring reports; Accounting Policies and Procedures; Cost Allocation Plan; Current Financial Monitoring Review.	The financial monitoring review is in progress. We have identified the following areas that need strengthening: 1. Cash Management-bank reconciliations have unreconciled balance and old outstanding adjustments that have not been recorded. <i>C2 has indicated that the adjustments have been identified and will redo the bank reconciliations once the entries are recorded in the general ledger.</i> 2. Cash Draws: We have not been able to determine if excess cash existed since C2 has not provided the Excess Cash Reports and unable to validate the cash projections for the selected months. 3. Financial Billings: Unable to validate closeout reports with the general ledger expenses due to unrecorded adjustments from unreconciled cash account and outstanding adjustments.	We have conducted the follow-up and the results are as follows: 1. Cash Management -bank reconciliations have been corrected- issues are resolved. 2. Cash Draws: A. We have not been able to determine if excess cash existed since C2 has not provided the Excess Cash Reports. We will report this issue in the regular Financial Monitoring Report. B. Except for payroll and indirect costs, C2 GPS did not maintain documentation for the projections by each funding streams for each funding stream. See Attachment 1A Fiscal Integrity. 3. Financial Billings: A. FY18-19 Closeouts: 1. The amounts reported to WSA did not reconcile with C2 GPS Profit and Loss reports and overages of budget amounts by cost categories-Questioned Costs-\$134,604. (See FY19 C2GPS Attachment 2 Fiscal Integrity) 2. Contract Release Agreements were not accurately reported for expenses and payments. 3. Unpaid Liabilities Reports were not accurately reported. B. FY19-20 Closeouts: 1. The amounts reported to WSA did not reconcile with C2 GPS Profit and Loss reports and overages of budget amounts by cost categories-Questioned Costs-\$79,774. (See FY20 C2GPS Attachment 3 Fiscal Integrity) 2. Contract Release Agreements were not accurately reported for expenses and payments. 3. Unpaid Liabilities Reports were not accurately reported.
7. Does workforce contractor has adequate fidelity bonding, general liability, property, worker's compensation, and error and omission insurance coverage to protect workforce funds?	Chapter 14, App	Yes	Certificate 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 2020 audit report and resolution to Item #B.6.	Pending resolution Item #B.6.

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

Ricardo Ramirez

11/10/2021

Certifying Signature- Director of Quality Assurance

Date

DocuSigned by:

Angela Bush

11/10/2021

Certifying Signature- Chief Financial Officer

Date

MEMORANDUM

To: Audit and Finance Committee
From: Angela Bush, CFO
Presented By: Angela Bush, CFO
Date: November 12, 2021
Regarding: FY22 Board Staff Compensation

SUMMARY: Workforce Solutions Alamo regularly reviews board staff compensation against market rates and makes long term investments in employees through regular training and development opportunities.

ANALYSIS: In FY20 the board retained an outside consultant to perform a complete assessment of board staff salaries to ensure their compensation correlated with market rates. The board implemented recommendations from the study that adjusted several employees pay rates to align with market values, issued a performance-based merit increases and, cost-of-living adjustments in September of 2020. Additionally, the board paid a budgeted retroactive COLA in September of 2021 for the period of October 1, 2020-September 30, 2021, reflecting the increase in FY22 pay rates. The board typically issues COLA at the end of the fiscal, but the rural judges have requested that we revisit COLA in the beginning of the fiscal year, recognizing that this practice effects the employees spending power.

Staff presented this request to the Board of Directors in October of 2021. The board has requested that executive leadership revisit a performance-based merit increase for FY22, taking into consideration that a COLA was issued in September of 2021. Executive leadership will review FY21 goals and training objectives and make recommendations for a FY22 merit-based increase. A recommendation will be presented to the finance committee, the board, and the committee of six in the first quarter of FY22.

FISCAL IMPACT: Board staff will reconcile final close outs and ensure adequate funds are available in the budget prior to making a recommendation for the implementation of FY22 salary increase.

RECCOMENDATION: Implement the Board of Directors request to analyze and issue a performance-based increase after the full reconciliation of close outs and available funding is verified before implementation of any increases.