



AUDIT & FINANCE

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
May 28, 2021
9:00 AM

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: 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 MARCH 5, 2021

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Presenter: Mary Batch, Chair

V. BRIEFING – PROCUREMENT

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Presenter: Latifah Jackson, Procurement Director

Procurement Projects & Contracts Summary

a. Child Care Update

b. Informal Contracts –

a. SEAL – Summer Earn and Learn

b. Return on Investment - Economic Modeling, LLC (EMSI)

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 Martinez at (210) 581-1093 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).

c. Electronic Procurement System

VI. FISCAL UPDATE DISCUSSION AND POSSIBLE ACTION

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Presenter: Louis Tatum, CFO

- a. Financial Reports
- b. Audit Update

VII. CEO REPORT

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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
March 5, 2021
10:45AM

BOARD MEMBERS: Mary Batch, Dawn Vernon, Yousef Kassim, Leslie Cantu, Lisa Navarro Gonzales, Anthony Magaro

WSA STAFF MEMBERS: Adrian Lopez, Mark Milton, Louis Tatum, Dr. Andrea Guajardo, Shantelle Artis, Angela Bush, Linda Martinez, Ricardo Ramirez, Michael DeFrees, Melissa Sadler-Nitu, Roberto Corral, Cathi Cohen, Manuel Ugues, Linda Canizales, Joshua Villela, Jessica Villarreal, Brenda Garcia,

Legal Counsel: Frank Burney

PARTNERS: Pooja Tripathi, Alex Lopez

AGENDA

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

Meeting Number & Access Code: 146 703 2876

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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: Mary Batch, Chair

The meeting was called to order at 10:46 AM

II. DECLARATIONS CONFLICT OF INTEREST

Presenter: Mary Batch, Chair

There are no conflicts of interest.

III. PUBLIC COMMENT

Presenter: Mary Batch, Chair

There are no public comments.

IV. DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS MINUTES for NOVEMBER 13, 2020

Upon motion by Ms. Leslie Cantu and 2nd by Dawn Vernon, the Committee unanimously approved the November 13, 2020 Minutes.

V. BRIEFING – PROCUREMENT

Presenter: Louis Tatum, CFO

Procurement Projects & Contracts Summary

- Mr. Louis Tatum, CFO provided the Audit/Finance Committee an update on facilities.
- **Floresville-** McBride Thuney Enterprises has offered 2,300 SQF of space that became available in the current location and a \$20/SQF Tenant Improvement allowance for the facility. The space offered is in the front of the current facility which would provide greater visibility for Workforce Solutions Alamo. By continuing to work with the current landlord we may also be able to negotiate advantageous terms of the holdover period to avoid the additional cost of storage and moving expenses. Additional options in the area were procured but do not provide the amount of space or parking that is conducive to operating a high-quality workforce center. A summary of additional options procured is available upon request.
- **Marbach - Option 1:** The current space at Marbach Plaza is not the preferred option due to the location of the space. The board is looking for a more desirable location that would attract employers and job seekers. **This space is being offered at \$11.80/SQF, before any tenant improvements.**

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- **Option 2:** The Shops at 90 located at 7535 Hwy. 90 West. Although this is an ideal location with significant parking, the building needs a new roof, and the current landlord is not willing to contribute to any tenant improvements. **This space is being offered at \$15.00/SQF, before any tenant improvements.**
- **Option 3:** The location at Port San Antonio is currently a warehouse that is located at 628 Davey Crockett. This space can be customized to the needs of the board, where the landlord is willing to contribute \$80/SQF in tenant improvements. Parking and a renovation project plan will need to be negotiated. **This space is being offered at \$17.00/SQF, before any tenant improvements.**

a. Audit Update

- Mr. Ricardo Ramirez, Director, Quality Assurance provided the Audit/Finance Committee and update on the Financial Auditing Services RFQ
- The 4th and final renewal of WSA's Financial Auditing Services contract with ABIP expired September 30th, 2020, for a total cost of \$65,700. To that purpose, WSA issued a Request for Qualifications (RFQ) for Financial Auditing Services from qualified and experienced accounting firms whose principal officers are independent, Certified Public Accountants (CPAs). The following provides an update on the status of the RFQ.
 - Mr. Ramirez explained the phases of this process.

Phase 1

- On 02/19/2021, Board Staff presented to the Board of Directors the results, ranking, and recommendation regarding the five proposals that were received and evaluated.
- The Board of Directors determined that it would be beneficial to perform an additional assessment of the top two finalists to secure increased assurances concerning the successful completion of the engagement given the short timelines especially during the pandemic.

Phase 2

- Additional written information from the two top finalists was received 02/26/2021. This included a written project plan with information covering the following elements:
 - Engagement activities, working remotely
 - Communication with Board Staff
 - Detailed timeline
 - Best and final offer (costs)
- The additional information is being assessed by the internal evaluation panel.
- The panel will submit its assessment and Phase 2 scores (on 03/02/2021) to the CEO and CFO for final selection and initiation of negotiations with the selected firm.
- ABIP was selected as the finalist for the Financial Auditing Services
- Chair Batch asked if past performance was used as part of the scoring tool?

- Mr. Ramirez replied past performance and references are used in the scoring metrics.
- b. Monitoring Update
- c. CCQ Update
 - Mrs. Jessica Villarreal, Director Childcare, provided an update to the Audit & Finance Committee on the Child Car Quality Contract (CCQ).
 - WSA awarded the Child Car Quality, CCQ, contract to the City of San Antonio on February 1, 2021 and is in the process of transitioning contract.
 - A sixty-day contract transition period has been determined in the best interest of both contractors, the staff and program. Currently, the City of San Antonio is in the process of interviewing staff, priority will be given to current staff that interested in remaining on board. All staff should be on boarded to the City no later than March 22, 2021. We are currently on target for an April 1, 2021 final contract transition date.

VI. FISCAL UPDATE DISCUSSION AND POSSIBLE ACTION

Presenter: Louis Tatum, CFO

a. Financial Reports

- Mr. Louis Tatum, CFO provided financial report update to the Audit & Finance Committee.
- Financial reports through January 31, 2021, have been prepared for the fiscal year of October 1, 2020, through September 30, 2021, the straight-line expenditure benchmark is approximately 33.33% of the budget. An analysis has been performed outlining Corporate and Facility Budgets, as well as the Grant Summary Report.
- While COVID 19, inclement weather, 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.
- **Corporate expenditures** are currently expended at a rate of 25.38% of the annual budget, which represents a budget surplus of approximately 7.55% of the approved budget. The most significant budget surpluses are in infrastructure related equipment and related service agreements, insurance, marketing, and professional services. WSA expects these expenditures to materialize as the year progresses.
- **Facility Budget** - The facility's budget is currently expended at a rate of 35.46% which represents a deficit of 2.13% of the budget. Furniture expenditures for the Seguin renovation were budgeted in September of FY21 but did not occur until FY22. WSA will reflect this change in a future budget amendment.
- **Active Grants** –
 - **TANF** - Grant is underspent by 19% due to the suspension of the work requirement. Contractor and Board staff are working on additional initiatives to increase expenditures.
 - **Bexar County & COSA** grants will be sully expended.
 - Plans are in place to expend funds for all active grants

VII. CEO Report

Presenter: Adrian Lopez, CEO

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- Mr. Lopez updated the Audit & Finance Committee on the hiring a new Procurement Director and incumbent will start on March 20th.
- On December 28, 2020, the Board approved a PEO and the approximate transition date is April 1, 2021. There will be cost efficiencies associated with their system.

VIII. Chair Report

Presenter: Mary Batch, Chair

- Chair Batch expressed her gratitude and appreciation to Board Staff for their hard work and dedication. She acknowledged Mr. Tatum for providing detailed explanation on financial reports, very easy to understand.

IX. Executive Session: NONE

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

Upon motion by Ms. Leslie Cantu and 2nd by Mr. Yousef Kassim, the Committee adjourned at 11:40 AM.

MEMORANDUM

To: Audit and Finance Committee

From: Adrian Lopez, WSA CEO

Presented by: Latifah Jackson, Procurement & Contracts Director

Date: May 28, 2021

Subject: Child Care Services

Summary: WSA has issued a Request for Proposal (RFP) seeking applications from professional, qualified individuals, institutions, and organizations to provide management and operation of Child Care Services (CCS) throughout the Alamo Workforce Development Area (AWDA). 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 child care for low-income families, promoting long-term self-sufficiency by enabling parents to work and/or attend workforce training or education activities. Below is the tentative schedule:

Action Item	
Pre-Submittal Conference, if applicable	5/7/2021
Solicitation Submittal Deadline:	6/1/2021
Evaluator Meeting	6/14/2021
Interviews, if any	6/16/2021
Child Care Committee:	6/28/2021 (special)
Finance Committee	7/9/2021
Executive Committee	7/23/2021
Board Meeting	8/6/2021
Kick Off Meeting	8/30/2021
Contract Transition (if applicable)	9/1 – 9/30
Contract Start Date	10/1/2021

Evaluators will be paid external candidates that were selected through the Request for Qualification process.

Fiscal integrity evaluation will be done by external contractor.

Fiscal Impact: Unknown

MEMORANDUM

To: Audit/Finance Committee

From: Adrian Lopez, WSA CEO

Presented by: Latifah Jackson, Procurement & Contracts Director

Date: May 28, 2021

Subject: Procurement Update

Formal Solicitations:

The formal solicitations that are publicly advertised are:

1. 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. Proposals were due May 19th.
2. Request for Application for Proposal Evaluators. The three selected candidates will serve as Workforce Solutions Alamo (WSA) independent evaluators for the RFP for Management of CCS. Applications were due May 12th.

Informal Contracts:

1. Job Readiness for Summer and Earn Learning (SEAL) Program. This contract provides six job readiness training courses as a prerequisite to the SEAL program. Classes are offered at various times and locations to maximize participants access to the courses. This contract was awarded to SA Trainers, LLC dba Partners in Progress for a one-year end term with the option to renew two subsequent one year terms. The contract is not to exceed \$80,000 annually.
2. Return on Investment. The emphasis of this study will assess the impacts of WSA's workforce development programs during Program Quarters 2019 (March 1, 2019 to March 30, 2020). Both WIOA and non-WIOA program funding streams will be included in this analysis. Data will be analyzed and discussed, and a

3. recommendation will be made to the client to use in the final report. This study will also measure the economic impacts generated by WSA's day-to-day activities in the local region (a.k.a. the "operations impacts"). This contract was awarded to Economic Modeling, LLC (EMSI) for a one time fee of \$20,000.

Electronic Procurement System: Purchasing launched the utilization of electronic bidding through Bonfire, which the Board of Directors approved in December 2020. Through Bonfire WSA can establish a bidders list, issue solicitations, receive proposals, evaluate proposals, and post awards of contracts. Staff has updated the WSA website, sent out email notification to vendors and are attending community engagements to further increase awareness of the new process. Procurement staff will still post solicitations on the Electronic Bids Daily (ESBD), which is the states website.

Procurement Update

Latifah Jackson, CTPM, CTCM
Director of Contracting and Procurement

5.28.2021



Formal Solicitations

Project	Released	Pre Bid	Closed	Notes
RFP for Management of Child Care Services	April 30, 2021	May 7, 2021	June 1, 2021	
RFA for Application for Proposal Evaluation	May 21, 2021	N/A	May 28, 2021	
RFP for Executive Coaching and Leadership Training	April 28, 2021	N/A	May 19, 2021	Received 27 responsible bidders. Currently under evaluation
RFA for Application for Proposal Evaluation	April 23, 2021	N/A	May 12, 2021	Canceled

Informal Contracts

Job Readiness for SEAL

- SA Trainers, LLC dba Partners in Progress
- Job readiness courses
- Programs – Vickie Reece
- 1 year with 2 – 1 yr renewals
- Not to exceed \$80,000

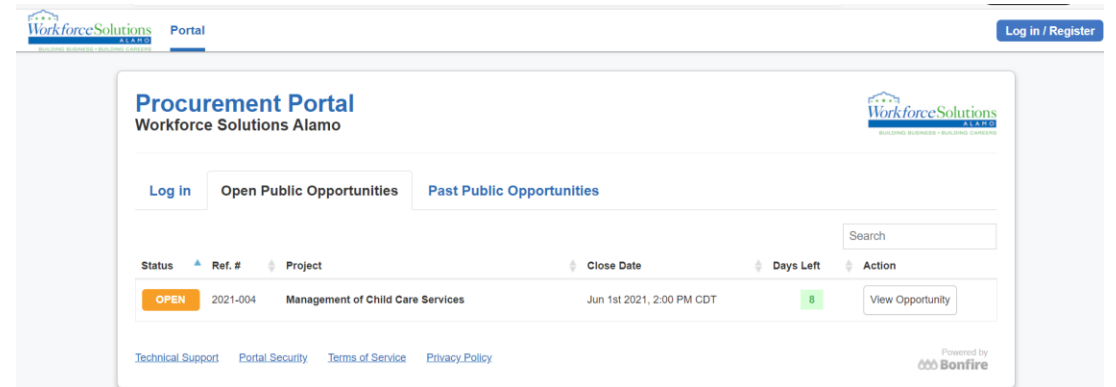
Return on Investment

- Economic Modeling, LLC (EMSI)
- Program evaluation
- IT – Andrea Guajardo
- \$20,000



Bon Fire

- Current and Past formal solicitations
- Receive electronic bids
- Online bid evaluation
- Online bid tabulations
- Online award notices



Questions



MEMORANDUM

To: Audit & Finance Committee
 From: Louis Tatum, CFO
 Presented by: Louis Tatum, CFO
 Date: May 28, 2021
 Regarding: Financial Report -March 31, 2021, Financial Report

SUMMARY: Financial reports through March 31, 2021, have been prepared for the fiscal year of October 1, 2020, through September 30, 2021, the straight-line expenditure benchmark is 50.00% of the budget. An analysis has been performed outlining Corporate and Facility Budgets, as well as the Grant Summary Report.

The aftermath of COVID 19 and unemployment continues 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 in the 13-County Alamo Region.

Corporate Budget

Department	% Expensed	Comments
Personnel	44.93%	The agency currently has savings through vacant positions and staff turnover. WSA has brought a temporary Human Resource Generalist to assist in filling the vacant positions.
Board Facility	44.39%	WSA is slightly under budget for facility cost. In April of 2021 CCQ staff have moved to Datapoint, the board will absorb these additional corporate facility expenditures.
Equipment	32.62%	Equipment is under budget due to a timing difference in the purchase of software and equipment that are expected to be purchased before the end of the second quarter.
General Office Expense	31.31%	The two most significant items in this budget category are insurance and marketing. We are expecting to fully utilize the marketing budget in FY21. Insurance is currently underspent due to decreased amount of insurance claims, we will closely monitor thisline item throughout FY21.
Professional Services	9.00%	The budget variance for professional services is approximately, \$346,440. This variance is attributed to the annual audit, financial monitoring, PEO, and other consulting services which are expected to be expended in the second and third quarters of FY21.
Total Expense	38.40%	

Corporate expenditures are currently expended at a rate of 38.40% of the annual budget, which represents a budget surplus of approximately 11.6% of the approved budget. The most significant budget surpluses are in personnel and professional services. WSA has taken thoughtful and appropriate actions to address the personnel variances. Additionally, the professional services variance is primarily a function of timing related to the audit and financial monitoring.

Facility Budget

Department	% Expensed	Comments
Overall	42.25%	The facility's budget is currently expended at a rate of 42.256% which represents 7.75% of the budget. The board is expecting additional facility expenditures related to facility renovations, the expansion of space in Floresville, Marbach's lease renewal, and an initiative with the Foodbank. WSA will reflect these changes in a future budget amendment.

Active Grants Only

Grant	End date	Straight Line	% Expense	Comments
21TAF	10/31/2021		21%	Grant is underspent by 29% due to the suspension of the work requirement. Contractor and Board staff are working on additional initiatives such as an expansion of services and the foodbank and additional optional training for TANF recipients. WSA will receive a SNAP de-obligation which will shift additional expenditures to TANF.
20WOR	6/30/2021		27%	Rapid Response Funding was provided under COVID-19 (20COV) and Rapid Response funding (20WOR). TWC requested the board to utilize COVID-19 Rapid Response Funding before the board's annual allocation. The board is on track to fully expend Rapid Response funding by 6/30/21.
20SNE	9/30/2021		77%	TWC did not receive additional requested SNAP funding, all boards will experience a de-obligation.
19WCI 20WCI 21WCI	5/31/2021 6/30/2021 9/30/2021		92% 87% 31%	WSA is expecting to fully expend all grants.

20REA	3/31/2021		92%	TWC granted an extension from 12/31/20 to 3/31/21 to increase expenditures and provide additional services. The board estimated to return approximately \$50,000 to TWC.
21REA	12/31/2021		1%	New Grant does not have expenditures yet.
20WS1 21WS1	12/31/2020 12/31/2021		100% 0%	Grant is fully expended. Grant has \$930 in expenditures for the first three months.
20TIP	4/30/2021		0%	Hill Country Memorial funds were returned to TWC due to COVID 19 construction delays. TWC advised that Hill Country Memorial may reapply in the next grant cycle.
21TIP	5/30/2021		99%	Hallmark University expanded 99% of this grant. \$480 of the match was not allowable and will be returned to TWC. Note: TIP grants have a 100% match requirement.
20HDJT	12/31/2021		0%	WSA was granted a no-cost extension to 12/31/21 to fully complete this initiative.
21VRS	1/31/2022		1%	Recruitment for Employers and Participants is off to a great start based on current recruitment data. Last year this program was canceled due to COVID-19. WSA is expected a successful SEAL Program.
20COS	6/30/2021		81%	WSA has requested a 90-day extension to fully expend this award and to assist successful training recipients with job placement.
20NDW	03/31/2022		20%	WSA is on track to fully expend and may receive additional funding under this initiative.
21BEX-GEN	12/31/2021		36%	This grant is underspent due amount of funds allocated to Stipends.
20CIT-GEN	09/30/2021		21%	This grant is underspent due amount of funds allocated to Stipends.

ATTACHMENTS:
Financial Statement

Workforce Solutions Alamo
Corporate Expenditure Report
Board Fiscal Year October 01, 2020-September 30, 2021
Report Period: 10/01/20 - 3/31/2021

							50.00%	
	Annual Budget	Amendment #1	Amended Budget #1	YTD Expenses	% Expensed	Balance		
PERSONNEL								
Salaries/Wages	\$ 3,126,213	\$ 105,000	\$ 3,231,213	\$ 1,511,785	46.79%	\$ 1,719,428		
Fringe Benefits	1,003,476	30,000	1,033,476	426,362	41.26%	607,114		
Staff Travel	35,000	-	35,000	4,686	13.39%	30,314		
Staff Training & Development	30,000	-	30,000	2,662	8.87%	27,338		
<i>PERSONNEL SUBTOTAL:</i>	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 1,945,495	44.93%	\$ 2,384,193		
BOARD FACILITY								
Rent	325,000		325,000	144,274	44.39%	180,726		
<i>FACILITY SUBTOTAL:</i>	\$ 325,000		\$ 325,000	\$ 144,274	44.39%	\$ 180,726		
EQUIPMENT/RELATED COSTS								
Equipment Purchases	30,000		30,000	657	2.19%	29,343		
Equipment Rental	20,000	-	20,000	6,821	34.11%	13,179		
Repair & Maintenance	2,000		2,000	-	0.00%	2,000		
Software Licenses	10,000	20,000	30,000	14,918	49.73%	15,082		
Software Maintenance & Support	40,000	-	40,000	17,395	43.49%	22,605		
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	\$ 102,000	\$ 20,000	\$ 122,000	\$ 39,791	32.62%	\$ 82,209		
GENERAL OFFICE EXPENSES								
Communications	55,000		55,000	19,788	35.98%	35,212		
Advertising	5,000		5,000	-	0.00%	5,000		
Insurances	235,000	-	235,000	66,807	28.43%	168,193		
Office Supplies	30,000	-	30,000	11,078	36.93%	18,922		
Postage/Shipping/Other	4,000		4,000	782	19.55%	3,218		
Printing, Binding & Reproduction	10,500		10,500	1,246	11.87%	9,254		
Publications & Subscriptions	5,500		5,500	2,448	44.50%	3,052		
Dues	25,000		25,000	8,781	35.12%	16,219		
Storage	12,000		12,000	5,031	41.93%	6,969		
Marketing (External)	50,000	30,000	80,000	1,820	2.28%	78,180		
Miscellaneous Costs	5,000		5,000	-	0.00%	5,000		
Non Federal	50,000		50,000	44,101	88.20%	5,899		
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	\$ 487,000	\$ 30,000	\$ 517,000	\$ 161,882	31.31%	\$ 355,118		
PROFESSIONAL SERVICES								
Legal Services-Corporate	90,000	-	90,000	35,002	38.89%	54,998		
Legal Services-Other	30,000	-	30,000	12,763	42.54%	17,237		
Audit	80,000	-	80,000	-	0.00%	80,000		
Monitoring (Contractor)	290,000	-	290,000	-	0.00%	290,000		
Professional Services	225,000	75,000	300,000	28,295	9.43%	271,705		
Payroll Fees	55,000	-	55,000	-	0.00%	55,000		
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	\$ 770,000	\$ 75,000	\$ 845,000	\$ 76,060	9.00%	\$ 768,940		
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	3,414	17.07%	16,586		
<i>BOARD EXPENSES SUBTOTAL:</i>	\$ 35,000	\$ -	\$ 35,000	\$ 3,414	9.75%	\$ 31,586		
TOTAL EXPENSES								
	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 2,370,915	38.40%	\$ 3,802,773		
SUMMARY:								
Personnel	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 1,945,495	44.93%	\$ 2,384,193		
Board Facility	325,000	-	325,000	144,274	44.39%	180,726		
Equipment/Related Costs	102,000	20,000.00	122,000	39,791	32.62%	82,209		
General Office Expenses	487,000	30,000.00	517,000	161,882	31.31%	355,118		
Professional Services	770,000	75,000.00	845,000	76,060	9.00%	768,940		
Board Expenses	35,000	-	35,000	3,414	9.75%	31,586		
TOTAL CORPORATE EXPENSES	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 2,370,915	38.40%	\$ 3,802,773		

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

Report Period: 10/01/20-3/31/2021

Facilities & Infrastructure Report

Facilities & Infrastructure	Budgeted Amt.	Amendment #1	Revised Budgeted Amt.	YTD Expenses	% Expensed	% Straightline Benchmark	Balance
	4,550,200	750,000	5,300,200	2,239,345	42.25%	50.00%	3,060,855

<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	5/31/2021	Repair & Maintenance
S. Flores	7/31/2028	Security
E. Houston	8/16/2030	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	Month to Month	
Kerrville	4/30/2024	
Boerne	11/30/2021	
Pleasanton	1/31/2022	
Pearsall	10/31/2021	
Fredericksburg	No Expiration	
Bandera	No Expiration	

Workforce Solutions Alamo
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Active Grants Report

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 3/31/2021	Balance	Grant Expended 3/31/2021	Months Remaining
WIOA ADULT SERVICES	19WA1	6/30/2021	2019WOA001	\$ 753,296.00	\$ 624,893.79	\$ 128,402.21	83%	3
WIOA ADULT SERVICES	19WA2	6/30/2021	2019WOA001	\$ 3,300,517.00	\$ 3,281,204.45	\$ 19,312.55	99%	3
WIOA ADULT SERVICES	20WA1	6/30/2022	2020W0A001	\$ 594,722.00	\$ 238,790.09	\$ 355,931.91	40%	15
WIOA ADULT SERVICES	20WA2	6/30/2022	2020W0A001	\$ 2,433,326.00	\$ 1,852,455.94	\$ 580,870.06	76%	15
WIOA ADULT Total				\$ 7,081,861.00	\$ 5,997,344.27	\$ 1,084,516.73		
WIOA DISLOCATED WORKER	19WD1	6/30/2021	2019WOD001	\$ 711,177.00	\$ 379,100.19	\$ 332,076.81	53%	3
WIOA DISLOCATED WORKER	19WD2	6/30/2021	2019WOD001	\$ 2,946,453.00	\$ 2,837,340.72	\$ 109,112.28	96%	3
WIOA DISLOCATED WORKER	20WD1	6/30/2022	2020W0D001	\$ 849,412.00	\$ 300,541.76	\$ 548,870.24	35%	15
WIOA DISLOCATED WORKER	20WD2	6/30/2022	2020W0D001	\$ 3,270,077.00	\$ 1,831,133.68	\$ 1,438,943.32	56%	15
WIOA DISLOCATED Total				\$ 7,777,119.00	\$ 5,348,116.35	\$ 2,429,002.65		
WIOA YOUTH SERVICES	19WOY	6/30/2021	2019WOY001	\$ 4,373,355.00	\$ 4,262,358.22	\$ 110,996.78	97%	3
WIOA YOUTH SERVICES	20WOY	6/30/2022	2020WOY001	\$ 3,266,806.00	\$ 3,029,610.84	\$ 237,195.16	93%	15
WIOA YOUTH Total				\$ 7,640,161.00	\$ 7,291,969.06	\$ 348,191.94		
WIOA RAPID RESPONSE	20WOR	6/30/2021	2020WOR001	\$ 50,513.00	\$ 13,411.69	\$ 37,101.31	27%	3
WIOA RAPID RESPONSE Total				\$ 50,513.00	\$ 13,411.69	\$ 37,101.31		
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	21TAF	10/31/2021	2021TAF001	\$ 6,059,779.00	\$ 1,245,086.26	\$ 4,814,692.74	21%	7
TANF Total				\$ 6,059,779.00	\$ 1,245,086.26	\$ 4,814,692.74		
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	21SNE	9/30/2021	2021SNE001	\$ 1,686,265.00	\$ 1,295,388.83	\$ 390,876.17	77%	6
SNAP E&T Total				\$ 1,686,265.00	\$ 1,295,388.83	\$ 390,876.17		
NON CUSTODIAL PARENT	21NCP	9/30/2021	2021NCP001	\$ 437,578.00	\$ 210,547.88	\$ 227,030.12	48%	6
NON CUSTODIAL PARENT Total				\$ 437,578.00	\$ 210,547.88	\$ 227,030.12		
CC SRVCS FORMULA ALLOCATION-CCF	21CCF	12/31/2021	2021CCF001	\$ 67,352,895.00	\$ 29,879,476.11	\$ 37,473,418.89	44%	9
CHILD CARE CCF Total				\$ 67,352,895.00	\$ 29,879,476.11	\$ 37,473,418.89		
CC DVLPMNT FUND LOCAL MATCH - CCM	21CCM	12/31/2021	2021CCM001	\$ 7,244,574.00	\$ -	\$ 7,244,574.00	0%	9
CHILD CARE CCM Total				\$ 7,244,574.00	\$ -	\$ 7,244,574.00		
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	21CCP	12/31/2021	2021CCP001	\$ 8,961,000.00	\$ 3,639,199.48	\$ 5,321,800.52	41%	9
CHILD CARE CCP Total				\$ 8,961,000.00	\$ 3,639,199.48	\$ 5,321,800.52		
TRADE ACT SERVICES	21TRA	12/31/2021	2021TRA001	\$ 193,616.00	\$ 28,051.89	\$ 165,564.11	14%	9
TRADE ACT SERVICES Total				\$ 193,616.00	\$ 28,051.89	\$ 165,564.11		
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	20WPA	6/30/2021	2020WPA001	\$ 1,392,426.00	\$ 1,111,937.58	\$ 280,488.42	80%	3
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	21WPA	12/31/2021	2021WPA001	\$ 635,893.00	\$ 8,398.41	\$ 627,494.59	1%	9
EMPLOYMENT SERVICES Total				\$ 2,028,319.00	\$ 1,120,335.99	\$ 907,983.01		
RESOURCE ADMIN GRANT	21RAG	9/30/2021	2021RAG001	\$ 11,857.00	\$ 4,150.12	\$ 7,706.88	35%	6
RESOURCE ADMIN GRANT Total				\$ 11,857.00	\$ 4,150.12	\$ 7,706.88		
VETERANS EMPLOYMENT SERVICE	21TVC	9/30/2021	2021TVC001	\$ 284,084.00	\$ 98,135.89	\$ 185,948.11	35%	6
VETERANS EMPLOYMENT SERVICE Total				\$ 284,084.00	\$ 98,135.89	\$ 185,948.11		

Workforce Solutions Alamo
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Active Grants Report

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 3/31/2021	Balance	Grant Expended 3/31/2021	Months Remaining
CHILD CARE ATTENDANCE AUTOMATION	21CAA	11/30/2021	2021CAA001	\$ 361,164.00	\$ 121,126.21	\$ 240,037.79	34%	8
CHILD CARE ATTENDANCE AUTOMATION Total				\$ 361,164.00	\$ 121,126.21	\$ 240,037.79		
CC QUALITY - CCQ	21CCQ	10/31/2021	2021CCQ001	\$ 1,947,771.00	\$ 821,153.06	\$ 1,126,617.94	42%	7
CCQ QUALITY Total				\$ 1,947,771.00	\$ 821,153.06	\$ 1,126,617.94		
WORKFORCE COMMISSION INITIATIVES	19WCI	5/31/2021	2019WCI000	\$ 144,333.00	\$ 132,695.79	\$ 11,637.21	92%	2
WORKFORCE COMMISSION INITIATIVES	20WCI	6/30/2021	2020WCI001	\$ 105,272.00	\$ 91,356.25	\$ 13,915.75	87%	3
WORKFORCE COMMISSION INITIATIVES	21WCI	9/30/2021	2021WCI001	\$ 54,532.00	\$ 17,025.27	\$ 37,506.73	31%	6
WORKFORCE COMMISSION INITIATIVES Total				\$ 304,137.00	\$ 241,077.31	\$ 63,059.69		
REEMPLOYMENT SERVICES - REA	20REA	3/31/2021	2020REA001	\$ 651,116.00	\$ 599,306.16	\$ 51,809.84	92%	
REEMPLOYMENT SERVICES - REA	21REA	12/31/2021	2021REA001	\$ 526,998.00	\$ 3,437.86	\$ 523,560.14	1%	9
REEMPLOYMENT SERVICES Total				\$ 1,178,114.00	\$ 602,744.02	\$ 575,369.98		
MILITARY FAMILY SUPPORT PROGRAM	21WS1	12/31/2021	2021WOS001	\$ 222,630.00	\$ 930.60	\$ 221,699.40	0%	9
MILITARY FAMILY SUPPORT Total				\$ 222,630.00	\$ 930.60	\$ 221,699.40		
STUDENT HIREABILITY NAVIGATOR	18HN2	8/31/2021	3018VRS120	\$ 200,000.00	\$ 85,506.58	\$ 114,493.42	43%	5
STUDENT HIREABILITY NAVIGATOR Total				\$ 200,000.00	\$ 85,506.58	\$ 114,493.42		
VOCATIONAL REHABILITATION-VR INFRA SPRT	21COL	8/31/2021	2021COL001	\$ 707,517.61	\$ 371,838.31	\$ 335,679.30	53%	5
VR-INFRA SUPPORT Total				\$ 707,517.61	\$ 371,838.31	\$ 335,679.30		
TEXAS INDUSTRY PARTNER (TIP)	20TIP	4/30/2021	2020TIP001	\$ 147,358.00	\$ -	\$ 147,358.00	0%	1
TEXAS INDUSTRY PARTNER (TIP)	21TIP	5/31/2021	2021TIP001	\$ 73,320.00	\$ 72,840.00	\$ 480.00	99%	2
Texas Industry Partner (TIP) Total				\$ 220,678.00	\$ 72,840.00	\$ 147,838.00		
WIOA ALTERNATIVE FUNDING	19WAF	8/31/2021	2019WAF001	\$ 479,224.00	\$ 220,475.58	\$ 258,748.42	46%	5
WIOA ALTERNATIVE FUNDING Total				\$ 479,224.00	\$ 220,475.58	\$ 258,748.42		
YOUTH JOB SKILLS INITIATIVE	19WS2	8/31/2021	2019WOS002	\$ 286,000.00	\$ 151,154.69	\$ 134,845.31	53%	5
YOUTH JOB SKILLS INITIATIVE Total				\$ 286,000.00	\$ 151,154.69	\$ 134,845.31		
HIGH DEMAND JOB TRAINING	20HJT	12/31/2021	2020HJT001	\$ 31,342.00	\$ 60.09	\$ 31,281.91	0%	9
HIGH DEMAND JOB TRAINING Total				\$ 31,342.00	\$ 60.09	\$ 31,281.91		
HEALTH PROF OPPORTUNITIES GRANT - HPOG	HPOG2	9/29/2021	HPOG2	\$ 81,698.00	\$ 30,980.76	\$ 50,717.24	38%	6
HPOG - ALAMO COLLEGES TOTAL				\$ 81,698.00	\$ 30,980.76	\$ 50,717.24		
SUMMER EARN & LEARN	21VRS	1/31/2022	21VRS	\$ 900,000.00	\$ 8,354.91	\$ 891,645.09	1%	10
SUMMER EARN & LEARN TOTAL				\$ 900,000.00	\$ 8,354.91	\$ 891,645.09		
SKILLS DEVELOPMENT FUND	21SDF	1/31/2022	21SDF	\$ 50,000.00	\$ -	\$ 50,000.00	0%	10
SKILLS DEVELOPMENT FUND Total				\$ 50,000.00	\$ -	\$ 50,000.00		

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Active Grants Report

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 3/31/2021	Balance	Grant Expended 3/31/2021	Months Remaining
COVID 19 RESPONSE STATEWIDE FUNDS	20COV	6/30/2021	2020COV001	\$ 308,626.00	\$ 99,896.85	\$ 208,729.15	32%	3
DISASTER RECOVERY DISLOCATED WORKER	20NDW	3/31/2022	2020NDW001	\$ 4,859,231.00	\$ 979,875.33	\$ 3,879,355.67	20%	12
COVID 19 RESPONSE STATEWIDE FUNDS (SKILLS DEVELOPMENT FUND)	20COS	6/30/2021	2020COS002	\$ 287,500.00	\$ 233,168.61	\$ 54,331.39	81%	3
BEXAR COUNTY CARES	21BEX	12/31/2021		\$ 7,802,061.00	\$ 2,839,581.12	\$ 4,962,479.88	36%	9
CITY OF SAN ANTONIO TRAIN FOR JOBS	21CIT	9/30/2021		\$ 13,731,691.26	\$ 3,364,250.42	\$ 10,367,440.84	24%	6
COVID GRANTS Total				\$ 26,989,109.26	\$ 7,516,772.33	\$ 19,472,336.93		
GRAND TOTAL				\$ 150,769,005.87	\$ 66,416,228.27	\$ 84,352,777.60		

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 3/31/2021	YTD Exp 3/31/2021	Balance
WIOA ADULT SERVICES	19WA1	2019WOA001	\$ 753,296.00	\$ 632,384.69	\$ 120,911.31	\$ 120,911.31	\$ (7,490.90)	\$ 624,893.79	\$ 128,402.21
WIOA ADULT SERVICES	19WA2	2019WOA001	\$ 3,300,517.00	\$ 3,267,612.91	\$ 32,904.09	\$ 32,904.09	\$ 13,591.54	\$ 3,281,204.45	\$ 19,312.55
WIOA ADULT SERVICES	20WA1	2020WOA001	\$ 594,722.00	\$ -	\$ 594,722.00	\$ 594,722.00	\$ 238,790.09	\$ 238,790.09	\$ 355,931.91
WIOA ADULT SERVICES	20WA2	2020WOA001	\$ 2,433,326.00	\$ -	\$ 2,433,326.00	\$ 2,433,326.00	\$ 1,852,455.94	\$ 1,852,455.94	\$ 580,870.06
WIOA ADULT Total			\$ 7,081,861.00	\$ 3,899,997.60	\$ 3,181,863.40	\$ 3,181,863.40	\$ 2,097,346.67	\$ 5,997,344.27	\$ 1,084,516.73
WIOA DISLOCATED WORKER	19WD1	2019WOD001	\$ 711,177.00	\$ 358,134.34	\$ 353,042.66	\$ 353,042.66	\$ 20,965.85	\$ 379,100.19	\$ 332,076.81
WIOA DISLOCATED WORKER	19WD2	2019WOD001	\$ 2,946,453.00	\$ 2,860,593.25	\$ 85,859.75	\$ 85,859.75	\$ (23,252.53)	\$ 2,837,340.72	\$ 109,112.28
WIOA DISLOCATED WORKER	20WD1	2020WOD001	\$ 849,412.00	\$ -	\$ 849,412.00	\$ 849,412.00	\$ 300,541.76	\$ 300,541.76	\$ 548,870.24
WIOA DISLOCATED WORKER	20WD2	2020WOD001	\$ 3,270,077.00	0	\$ 3,270,077.00	\$ 3,270,077.00	\$ 1,831,133.68	\$ 1,831,133.68	\$ 1,438,943.32
WIOA DISLOCATED Total			\$ 7,777,119.00	\$ 3,218,727.59	\$ 4,558,391.41	\$ 4,558,391.41	\$ 2,129,388.76	\$ 5,348,116.35	\$ 2,429,002.65
WIOA YOUTH SERVICES	19WOY	2019WOY001	\$ 4,373,355.00	\$ 4,149,150.17	\$ 224,204.83	\$ 224,503.93	\$ 113,208.05	\$ 4,262,358.22	\$ 110,996.78
WIOA YOUTH SERVICES	20WOY	2020WOY001	\$ 3,266,806.00	\$ 1,112,237.20	\$ 2,154,568.80	\$ 2,154,568.80	\$ 1,917,373.64	\$ 3,029,610.84	\$ 237,195.16
WIOA YOUTH Total			\$ 7,640,161.00	\$ 5,261,387.37	\$ 2,378,773.63	\$ 2,379,072.73	\$ 2,030,581.69	\$ 7,291,969.06	\$ 348,191.94
WIOA RAPID RESPONSE	20WOR	2020WOR001	\$ 50,513.00	\$ -	\$ 50,513.00	\$ 50,513.00	\$ 13,411.69	\$ 13,411.69	\$ 37,101.31
WIOA RAPID RESPONSE Total			\$ 50,513.00	\$ -	\$ 50,513.00	\$ 50,513.00	\$ 13,411.69	\$ 13,411.69	\$ 37,101.31
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	20TAF	2020TAF001	\$ 6,169,544.00	\$ 4,778,149.15	\$ 1,391,394.85	\$ 1,391,394.85	\$ 168,905.21	\$ 4,947,054.36	\$ 1,222,489.64
TEMPORARY ASST FOR NEEDY FAMILIES-TANF	21TAF	2021TAF001	\$ 6,059,779.00	0	\$ 6,059,779.00	\$ 6,059,779.00	\$ 1,245,086.26	\$ 1,245,086.26	\$ 4,814,692.74
TANF Total			\$ 12,229,323.00	\$ 4,778,149.15	\$ 7,451,173.85	\$ 7,451,173.85	\$ 1,413,991.47	\$ 6,192,140.62	\$ 6,037,182.38
SUPPLEMENTAL NUTRITION ASST PRGRM - SNAP	21SNE	2021SNE001	\$ 1,686,265.00	0	\$ 1,686,265.00	\$ 1,686,265.00	\$ 1,295,388.83	\$ 1,295,388.83	\$ 390,876.17
SNAP E&T Total			\$ 1,686,265.00	\$ -	\$ 1,686,265.00	\$ 1,686,265.00	\$ 1,295,388.83	\$ 1,295,388.83	\$ 390,876.17
NON CUSTODIAL PARENT	21NCP	2021NCP001	\$ 437,578.00	\$ 3.21	\$ 437,574.79	\$ 437,574.79	\$ 210,544.67	\$ 210,547.88	\$ 227,030.12
NON CUSTODIAL PARENT Total			\$ 437,578.00	\$ 3.21	\$ 437,574.79	\$ 437,574.79	\$ 210,544.67	\$ 210,547.88	\$ 227,030.12
CC SRVCS FORMULA ALLOCATION-CCF	20CCF	2020CCF001	\$ 84,753,484.00	\$ 72,614,892.28	\$ 12,138,591.72	\$ 12,138,591.72	\$ 6,582,810.96	\$ 79,197,703.24	\$ 5,555,780.76
CC SRVCS FORMULA ALLOCATION-CCF	21CCF	2021CCF001	\$ 67,352,895.00	0	\$ 67,352,895.00	\$ 67,352,895.00	\$ 29,879,476.11	\$ 29,879,476.11	\$ 37,473,418.89
CHILD CARE CCF Total			\$ 152,106,379.00	\$ 72,614,892.28	\$ 79,491,486.72	\$ 79,491,486.72	\$ 36,462,287.07	\$ 109,077,179.35	\$ 43,029,199.65
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	\$ -	\$ -	\$ 7,244,574.00
CHILD CARE CCM Total			\$ 14,454,900.00	\$ 4,522,759.81	\$ 9,932,140.19	\$ 9,932,140.19	\$ 2,687,566.19	\$ 7,210,326.00	\$ 7,244,574.00
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
CC TEXAS DEPT FAMILY PROTECTIVE SRVCS-CCP	21CCP	2021CCP001	\$ 8,961,000.00	\$ 520,608.70	\$ 8,440,391.30	\$ 8,440,391.30	\$ 3,118,590.78	\$ 3,639,199.48	\$ 5,321,800.52
CHILD CARE CCP Total			\$ 18,980,800.00	\$ 7,653,169.25	\$ 11,327,630.75	\$ 11,327,630.75	\$ 3,118,590.78	\$ 10,771,760.03	\$ 8,209,039.97
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	\$ 28,051.89	\$ 28,051.89	\$ 165,564.11
TRADE ACT SERVICES Total			\$ 419,931.00	\$ 207,908.42	\$ 212,022.58	\$ 212,022.58	\$ 46,458.48	\$ 254,366.90	\$ 165,564.10
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	20WPA	2021WPA001	\$ 1,392,426.00	\$ 576,769.69	\$ 815,656.31	\$ 815,656.31	\$ 535,167.89	\$ 1,111,937.58	\$ 280,488.42
WAGNER-PEYSER EMPLOYMENT SERVICES-WPA	21WPA	2021WPA001	\$ 635,893.00	0	\$ 635,893.00	\$ 635,893.00	\$ 8,398.41	\$ 8,398.41	\$ 627,494.59
EMPLOYMENT SERVICES Total			\$ 2,028,319.00	\$ 576,769.69	\$ 1,451,549.31	\$ 1,451,549.31	\$ 543,566.30	\$ 1,120,335.99	\$ 907,983.01

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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 3/31/2021	YTD Exp 3/31/2021	Balance
RESOURCE ADMIN GRANT	21RAG	2021RAG001	\$ 11,857.00	0	\$ 11,857.00	\$ 11,857.00	\$ 4,150.12	\$ 4,150.12	\$ 7,706.88
RESOURCE ADMIN GRANT Total			\$ 11,857.00	\$ -	\$ 11,857.00	\$ 11,857.00	\$ 4,150.12	\$ 4,150.12	\$ 7,706.88
VETERANS EMPLOYMENT SERVICE	21TVC	2021TVC001	\$ 284,084.00	0	\$ 284,084.00	\$ 284,084.00	\$ 98,135.89	\$ 98,135.89	\$ 185,948.11
VETERANS EMPLOYMENT SERVICE Total			\$ 284,084.00	\$ -	\$ 284,084.00	\$ 284,084.00	\$ 98,135.89	\$ 98,135.89	\$ 185,948.11
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	\$ 121,126.21	\$ 121,126.21	\$ 240,037.79
CHILD CARE ATTENDANCE AUTOMATION Total			\$ 722,328.00	\$ 321,294.11	\$ 401,033.89	\$ 401,033.89	\$ 121,126.21	\$ 442,420.32	\$ 279,907.68
CC QUALITY - CCQ	20CCQ	2020CCQ001	\$ 1,941,072.00	\$ 1,287,361.45	\$ 653,710.55	\$ 653,710.55	\$ 654,256.13	\$ 1,941,617.58	\$ (545.58)
CC QUALITY - CCQ	21CCQ	2021CCQ001	\$ 1,947,771.00	0	\$ 1,947,771.00	\$ 1,947,771.00	\$ 821,153.06	\$ 821,153.06	\$ 1,126,617.94
CCQ QUALITY Total			\$ 3,888,843.00	\$ 1,287,361.45	\$ 2,601,481.55	\$ 2,601,481.55	\$ 1,475,409.19	\$ 2,762,770.64	\$ 1,126,072.36
WORKFORCE COMMISSION INITIATIVES	19WCI	2019WCI000	\$ 144,333.00	\$ 119,878.07	\$ 24,454.93	\$ 24,454.93	\$ 12,817.72	\$ 132,695.79	\$ 11,637.21
WORKFORCE COMMISSION INITIATIVES	20WCI	2020WCI001	\$ 105,272.00	\$ 54,282.25	\$ 50,989.75	\$ 50,989.75	\$ 37,074.00	\$ 91,356.25	\$ 13,915.75
WORKFORCE COMMISSION INITIATIVES	21WCI	2021WCI001	\$ 54,532.00	0	\$ 54,532.00	\$ 54,532.00	\$ 17,025.27	\$ 17,025.27	\$ 37,506.73
WORKFORCE COMMISSION INITIATIVES Total			\$ 304,137.00	\$ 174,160.32	\$ 129,976.68	\$ 129,976.68	\$ 66,916.99	\$ 241,077.31	\$ 63,059.69
REEMPLOYMENT SERVICES - REA	20REA	2020REA001	\$ 651,116.00	\$ 509,191.68	\$ 141,924.32	\$ 141,924.32	\$ 90,114.48	\$ 599,306.16	\$ 51,809.84
REEMPLOYMENT SERVICES - REA	21REA	2021REA001	\$ 526,998.00	0	\$ 526,998.00	\$ 526,998.00	\$ 3,437.86	\$ 3,437.86	\$ 523,560.14
REEMPLOYMENT Total			\$ 1,178,114.00	\$ 509,191.68	\$ 668,922.32	\$ 668,922.32	\$ 93,552.34	\$ 602,744.02	\$ 575,369.98
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	\$ 930.60	\$ 930.60	\$ 221,699.40
MILITARY FAMILY SUPPORT Total			\$ 445,260.00	\$ 219,938.74	\$ 225,321.26	\$ 225,321.26	\$ 3,630.72	\$ 223,569.46	\$ 221,690.54
STUDENT HIREABILITY NAVIGATOR	18HN2	3018VRS120	\$ 200,000.00	\$ 10,797.76	\$ 189,202.24	\$ 189,202.24	\$ 74,708.82	\$ 85,506.58	\$ 114,493.42
STUDENT HIREABILITY NAVIGATOR Total			\$ 200,000.00	\$ 10,797.76	\$ 189,202.24	\$ 189,202.24	\$ 74,708.82	\$ 85,506.58	\$ 114,493.42
VOCATIONAL REHABILITATION-VR INFRA SPRT	21COL	2021COL001	\$ 716,874.06	\$ 45,466.44	\$ 671,407.62	\$ 671,407.62	\$ 326,371.87	\$ 371,838.31	\$ 345,035.75
VR-INFRA SUPPORT Total			\$ 716,874.06	\$ 45,466.44	\$ 671,407.62	\$ 671,407.62	\$ 326,371.87	\$ 371,838.31	\$ 345,035.75
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	\$ 72,840.00	\$ 72,840.00	\$ 480.00
Texas Industry Partnership (TIP)			\$ 220,678.00	\$ -	\$ 220,678.00	\$ 220,678.00	\$ 72,840.00	\$ 72,840.00	\$ 147,838.00
WIOA ALTERNATIVE FUNDING	19WAF	2019WAF001	\$ 479,224.00	\$ 165,314.36	\$ 313,909.64	\$ 313,909.64	\$ 55,161.22	\$ 220,475.58	\$ 258,748.42
WIOA ALTERNATIVE FUNDING Total			\$ 479,224.00	\$ 165,314.36	\$ 313,909.64	\$ 313,909.64	\$ 55,161.22	\$ 220,475.58	\$ 258,748.42
YOUTH JOB SKILLS INITIATIVE	19WS2	2019WOS002	\$ 286,000.00	\$ 78,710.02	\$ 207,289.98	\$ 207,289.98	\$ 72,444.67	\$ 151,154.69	\$ 134,845.31
YOUTH JOB SKILL INITIATIVE Total			\$ 286,000.00	\$ 78,710.02	\$ 207,289.98	\$ 207,289.98	\$ 72,444.67	\$ 151,154.69	\$ 134,845.31
HIGH DEMAND JOB TRAINING	20HJT	2020HJT001	\$ 31,342.00	-	\$ 31,342.00	\$ 31,342.00	\$ 60.09	\$ 60.09	\$ 31,281.91
HIGH DEMAND JOB TRAINING Total			\$ 31,342.00	\$ -	\$ 31,342.00	\$ 31,342.00	\$ 60.09	\$ 60.09	\$ 31,281.91
ACCD-HEALTH PROF OPPORTUNITIES GRNT-HPOG	HPOG2	HPOG2	\$ 81,698.00	-	\$ 81,698.00	\$ 81,698.00	\$ 30,980.76	\$ 30,980.76	\$ 50,717.24
ACCD-TECH WORKS GRANT - TEC20	TEC20	TEC20	\$ 83,580.00	\$ 25,072.80	\$ 58,507.20	\$ 58,507.20	\$ (190.88)	\$ 24,881.92	\$ 58,698.08
ALAMO COLLEGES Total			\$ 165,278.00	\$ 25,072.80	\$ 140,205.20	\$ 140,205.20	\$ 30,789.88	\$ 55,862.68	\$ 109,415.32
SUMMER EARN & LEARN	21VRS	3021VRS073	\$ 900,000.00	0	\$ 900,000.00	\$ 900,000.00	\$ 8,354.91	\$ 8,354.91	\$ 891,645.09
SUMMER EARN & LEARN Total			\$ 900,000.00	\$ -	\$ 900,000.00	\$ 900,000.00	\$ 8,354.91	\$ 8,354.91	\$ 891,645.09
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

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 3/31/2021	YTD Exp 3/31/2021	Balance
COVID 19 RESPONSE STATEWIDE FUNDS	20COV	2020COV001	\$ 308,626.00	\$ 30,346.61	\$ 278,279.39	\$ 278,279.39	\$ 69,550.24	\$ 99,896.85	\$ 208,729.15
DISASTER RECOVERY DISLOCATED WORKER	20NDW	2020NDW001	\$ 4,859,231.00	\$ 111,970.69	\$ 4,747,260.31	\$ 4,747,260.31	\$ 867,904.64	\$ 979,875.33	\$ 3,879,355.67
COVID 19 RESPONSE STATEWIDE FUNDS (SKILLS DEVELOPMENT FUND)	20COS	2020COS002	\$ 287,500.00	\$ 40,000.00	\$ 247,500.00	\$ 247,500.00	\$ 193,168.61	\$ 233,168.61	\$ 54,331.39
BEXAR COUNTY CARES	20BEX		\$ 6,107,000.00	\$ 759,522.89	\$ 5,347,477.11	\$ 5,347,477.11	\$ 1,040,319.28	\$ 1,799,842.17	\$ 4,307,157.83
BEXAR COUNTY CARES	21BEX		\$ 7,802,061.00	\$ (1,013.86)	\$ 7,803,074.86	\$ 7,803,074.86	\$ 2,840,594.98	\$ 2,839,581.12	\$ 4,962,479.88
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	\$ 3,364,250.42	\$ 3,364,250.42	\$ 10,367,440.84
COVID GRANTS Total			\$ 35,389,489.97	\$ 1,070,813.77	\$ 34,318,676.20	\$ 34,318,676.20	\$ 9,585,800.46	\$ 10,656,614.23	\$ 24,732,875.74
GRAND TOTAL			\$ 270,116,658.03	\$ 106,641,885.82	\$ 162,574,772.21	\$ 163,475,071.31	\$ 64,138,575.98	\$ 170,780,461.80	\$ 99,336,196.23

MEMORANDUM

To: Audit & Finance Committee
From: Adrian Lopez, CEO
Presented by: Louis Tatum, CFO
Date: May 28, 2021
Regarding: Annual Audit Approval

SUMMARY: The audit for Alamo Workforce Development, Inc. DBA Workforce Solutions Alamo (WSA) for fiscal year ended September 30, 2020, has been performed and completed by ABIP, PC. ABIP has performed their audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the Uniform Guidance. In performing the audit, they interviewed staff and observed processes to develop a risk assessment over the internal controls and develop audit procedures they feel necessary to provide evidence for their audit opinions.

ABIP reports provided:

- Financial Audit – Opinion – Unmodified (clean opinion)
- Compliance Audits – Child Care Development, Child Care Protective Services, and WIA/WIOA Cluster – Unmodified (clean opinion)
- Report of Conduct of Audit

STAFF RECOMMENDATION:

Discussion and Possible Action to approve the Independent Financial Audit Performed by ABIP for the period of 10/1/2019 - 09/30/2020.

STRATEGIC OBJECTIVE:

ABIP performed the following activity during their audit:

Financial Audit

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

- Prepare Report on Conduct of Audit for the fiscal year ended September 30, 2020.

Compliance Audit – Child Care Development, Child Care Protective Services, and WIA/WIOA Cluster

- Established an audit approach based on risk assessment and tailored programs to guide the audit process for efficiency and completeness.
- Interviewed staff pertinent to Child Care Development and Protective Services Funds (CCDF and CCPS Grants) and WIOA Funds to gain understanding of processes over disbursements, payroll and cash reimbursement processes.
- Performed a risk assessment over the 14 compliance requirements over the CCDF, CCPS, and WIOA Grants and planned test of controls and compliance for each.
- Sampled individual transactions for allowability with CCDF, CCPS, and WIOA Grants award and approvals by staff prior to payments to vendors.
- Sampled reimbursement draws (cash receipts) over allowable costs charged to the grants for proper approvals from staff and recording into the general ledger.
- Reviewed completeness and accuracy of Texas Workforce Commission reporting compliance requirement over CCDF, CCPS, and WIOA Grants.

ATTACHMENTS:

Financial Statements and Independent Auditor's Report

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

We have audited the financial statements of the Alamo Workforce Development, Inc. dba Workforce Solutions - Alamo for the year ended September 30, 2020, and we will issue our report thereon dated June 11, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated September 30, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Alamo Workforce Development, Inc. dba Workforce Solutions - Alamo are described in note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Significant Accounting Estimates

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

Financial Statement Disclosures

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

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 11, 2021.

Management Consultations with Other Independent Accountants

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

Other Matters

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

Other Audit Issues

In July 2020, Alamo Workforce Development, Inc. dba Workforce Solutions - Alamo experienced a ransomware attack. As required by our professional standards we reviewed correspondence from Texas Workforce Commission along with the Corrective Action Plan and considered this information in planning and performing our financial and compliance audit for the fiscal year ended September 30, 2020. No additional comments or recommendations resulted from our review.

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

Sincerely,

San Antonio, Texas
June 11, 2021



EMPLOYER EVENTS



WSA Workforce on Wheels (W.O.W.) Bus



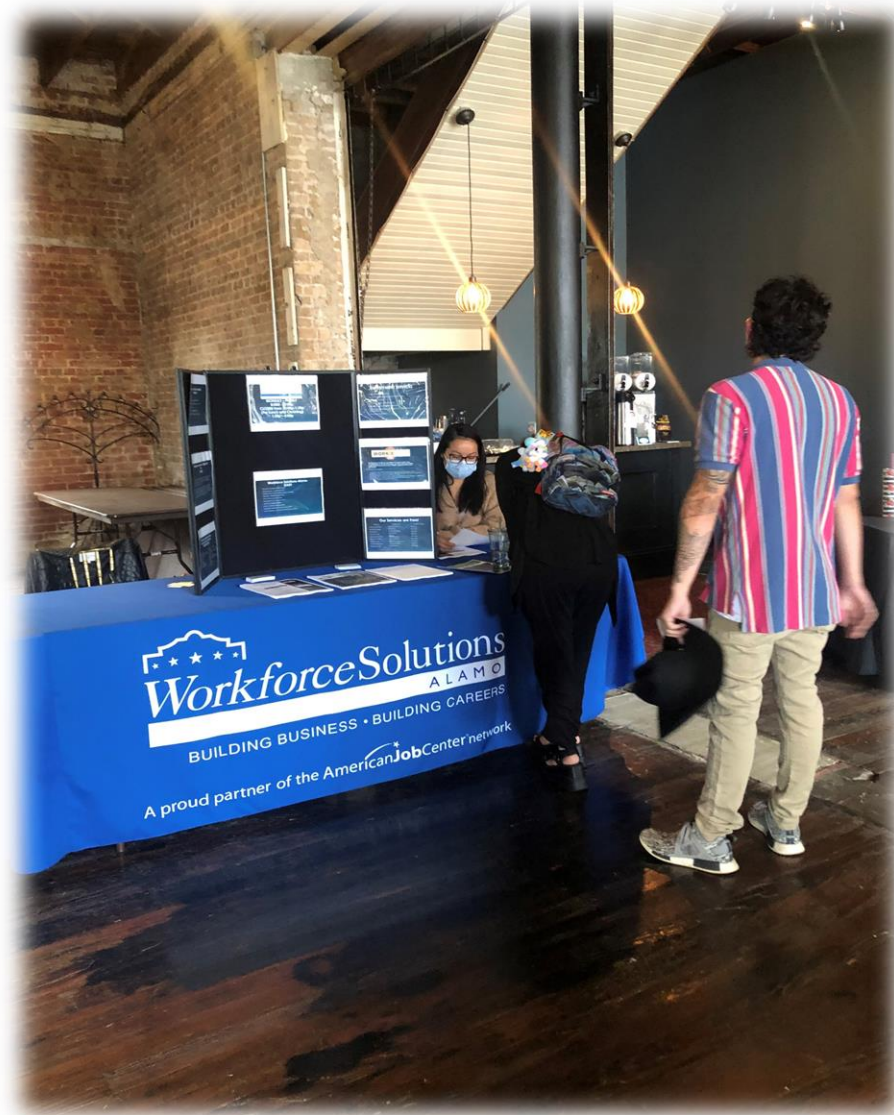
Inside WSA W.O.W. Bus



Job Fair in Seguin



Job Fair in Seguin



Jobs Seekers in Seguin



WSA Vaccination Clinics





Partnerships with Key Partners

- ❖ Texas A & M
 - Data partner to support the Texas Talent Connection Grant \$200K
- ❖ San Antonio Education Partnership
 - Trellis Foundation Career Exploration \$200K
- ❖ Alamo Colleges
 - Navistar \$1 million Skills Development Fund
- ❖ San Antonio Housing Authority
 - \$2.3 million Jobs Plus Program
- ❖ Northeast Lakeview College
 - Equipment grant \$205K
- ❖ Jet Grants
 - Boerne ISD \$101K
 - Ingram ISD \$91K
 - Southside ISD \$83K

Career Fairs

2021 Events (44) Jan 2021 to May 2021	Employers In Attendance	Registered Job Seekers (or In Person Attendance)	Total Logged In	Job Postings Available	Job Openings Available	Interviews	Hires
44 Events	451	3167	1524	1777	11864	535	125

