



BOARD OF DIRECTORS MEETING

Workforce Solutions Alamo
 100 N Santa Rosa Ave
 San Antonio, TX 78207
 March 26, 2021
 10:00 AM

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 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: Chair Leslie Cantu

II. Declarations of Conflict of Interest

Presenter: Chair Leslie Cantu

III. Public Comment

Presenter: Chair Leslie Cantu

IV. Consent Agenda: (Discussion and Possible Action)

Presenter: Chair Leslie Cantu

a. Special Board Meeting February 19, 2021 Minutes

4

V. Audit and Finance (Discussion and Possible Action)

Presenter: Louis Tatum, CFO

a. Financial Reports

b. Monitoring Update

c. Audit Update

10

VI. Child Care Committee Report (Discussion and Possible Action)	38
Presenter: Doug Watson	
a. Child Care Quality Contract Update	
VII. Strategic (Discussion and Possible Action)	42
Presenter: Dr. Andrea Guerrero-Guajardo, CIO	
a. Update Local Plan Implementation	
Presenter: Louis Tatum, CFO	
b. Marbach Location	
VIII. Oversight (Discussion and Possible Action)	55
Presenter: Ricardo Ramirez, Director of Quality Assurance	
a. Briefing Monitoring Timeline	
b. Operational Updates	
c. Performance and Programs Reports	
IX. Committee of Six Chair and/or Partner Staff Report Outs / Discussion Items	
Presenters: Diane Rath, Pooja Tripathi, Alex Lopez	
X. CEO Report	105
Presenter: Adrian Lopez	
a. Unemployment Claims & Responses	
b. Status of Procurement Diversity Policy	
c. PEO Implementation- April 1, 2021	
d. Procurement Director to start March 22, 2021.	
e. Marketing & Media Update- Cristina Bazaldua	
XI. Chair Report (Discussion and Possible Action)	
Presenter: Chair Leslie Cantu	
a. Update County & City of San Antonio Workforce Programs	
XII. Next Meeting: Board of Directors Meeting – June 11, 2021	
XIII. Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board may recess into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:	
a. Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;	
b. Government Code §551.071 - All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:	
c. Pending or Contemplated Litigation; and	
d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo and	

- e. Government Code Section 551.089—Discussions regarding Security Devices for Audits.

XIV. Adjournment

Presenter: Chair Leslie Cantu



SPECIAL REGULAR BOARD MEETING MINUTES

100 N. Santa Rosa, Suite 120
 San Antonio, TX 78207
 FEBRUARY 19, 2021
 10:00AM

WSA Board Member Attendees: Leslie Cantu (Chair), Jamie Allen (Vice Chair), Frank Crowder, Jr. (Secretary), Mary Batch, Betty Munoz, Ben Peavy, Carolyn King, (10:04AM), Lisa Navarro-Gonzales, Yousef Kassim, Dawn Vernon, (10:00AM), Lindsay Dennis, Dr. Mark Niederauer, Doug Watson, Eric Cooper, Diana Kenny, Dr. Burnie Roper, Kelli Rhodes, Polo Leal, Angelique De Oliveira, Dr. Sammi Morrill, Mitchell Shane Denn, Anthony Magaro, Dawn Dixon

WSA Board Staff Attendees: Adrian Lopez, Mark Milton, Dr. Andrea Guerrero-Guajardo, Linda G. Martinez, Louis Tatum, Angela Bush, Cristina Bazaldua, Rebecca Espino Balencia, Melissa Sadler-Nitu, Chuck Agwuegbo, Aaron Smith, John Hershey, Michael DeFrees, Manuel Ugues, Barbetta Womack, Brenda Garcia, Esther Metcalf, Gabriella Horbach, Ricardo Ramirez, Jessica Villarreal

Legal Counsel: Frank Burney

Partners: Diane Rath, Michael Sindon

Guest(s): Daniel Gostylo, Realtor, Yessika Rodriguez

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.

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) 272-3250.

Please join WebEx meeting from your computer, tablet or smartphone.

You can also dial in using your phone.

United States (Toll Free): 1-415-655-0002

<https://wsalamo.webex.com/wsalamo/j.php?MTID=m272771d7107be361b1b4758f965bf23c>

Access Code: 146 259 6147

New to WebEx? Get the app now and be ready when your first meeting starts:

<https://www.webex.com/>

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: Chair Leslie Cantu
At 10:00 a.m., Chair Cantu called the meeting to order. The roll was called, and a quorum was declared present.
Chair Cantu noted due to the weather conditions, the Board would only consider a few Action items. CEO Lopez provided a quick review of the condition of staff and facilities due to the weather.
- II. Declarations of Conflict of Interest
 Presenter: Chair Leslie Cantu
None
- III. Public Comment
 Presenter: Chair Leslie Cantu
None
- IV. Consent Agenda: (Discussion and Possible Action)
 Presenter: Chair Cantu
 a. Board of Directors Meeting January 22, 2021 Minutes
Upon motion by Director Jamie Allen and second by Director Frank Crowder, the Board unanimously approved the Minutes for the Special Board Meeting January 22, 2020.

V.

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) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

VI. Procurement (Discussion and Possible Action)

Presenter: Louis Tatum, CFO

a. PEO Briefing

b. Audit RFQ Contract Recommendation

- **Mr. Ricardo Ramirez provided the Board with information regarding the Audit RFQ Contract recommendation.**
- **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. Upon the expiration of the contract, 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).**
- **Offerors were required to have the necessary technical competence, skills, and professional judgment, including experience in working with nonprofit, governmental, and quasi-governmental organizations and familiarity with all applicable federal and state laws, regulations, and rules. A summary of solicited services included:**
 - **Prepare/file corporate Income Tax Return (Form 990),**
 - **Perform audit in compliance with Single Audit Act and 2 CFR 200.501,**
 - **Report on internal controls over financial reporting and on compliance on related matters,**
 - **Nonmaterial instances of noncompliance to be reported in separate management letter,**
 - **Retention of all working papers and reports at auditor's expense and as legally required,**
 - **Perform with the highest level of integrity and business ethics,**
 - **Comply with all professional accounting and audit rules, guidelines, and requirements.**
- **WSA received responses from five bidders. The responses were evaluated internally by WSA Staff, and the ranking of the qualifications is based on the best interests of WSA. A summary of scores and a recommendation for the selection of a single contract are as follows:**
 - **25 points: current and past performance tied to experience with financial audit services for similar agencies,**
 - **30 points: demonstrated ability, knowledge/expertise of key personnel,**
 - **25 points: engagement plan demonstrating aptitude/know-how and aptitude for management and completion of the project,**
 - **20 points: reputation and experience via relevant references,**
 - **5 points: Historically, Underutilized Business (HUB) – entities with at least 51% owned, operated, controlled by minority group members as defined by State law, including female-owned businesses.**
- **Proposals were required to achieve an overall score of at least 70 points to be considered for selection and contract award (maximum of 105 overall points).**

- The top two were ABIP with a score of 99.3 and Garza-Gonzalez with a score of 102.
- WSA Staff recommendation is to negotiate with Garza-Gonzalez to provide Financial Audit Services. In the event, the negotiations are not favorable to WSA, proceed to negotiate a contract with ABIP for the same purposes.
- The duration of the contract shall be for a period of one (1) year from the date of execution of the agreement. The Board may opt to extend for up to four (4) one (1) year extensions based on WSA needs and availability of funds. In no event shall the total term of the contract exceed five (5) years.
- The estimated annual budget is \$80,000 (expecting increased involvement with short timeline). WSA will retain an additional 10% for contingency for an estimated total of \$88,000.
- Vice Chair Jamie Allen asked why the RFQ was not issued earlier to have auditor in place at the beginning of the FY.
- Mr. Lopez responded that additional contracts with Bexar County and COSA were last minute “add-ons” to the audit, plus COVID delays.
- Mr. Peavy and Mr. Cooper asked staff to review the references and commented on the risks of changing auditors during current conditions.
- Mr. Lopez reviewed the scoring, highlighting the HUB points being a factor in the scoring.
- Mr. Lopez addressed Mr. Peavy’s concern of an auditing service coming in and having to learn the workforce board process/business. He added, Garza-Gonzalez is a local firm with over 20 years of experience. Their staff qualifications are superior compared to the other bidders that were submitted. They have dealt with Rio Grande Valley workforce boards and the COSA.
- Upon motion by Director Eric Cooper and second by Director Yousef Kassim, the Board unanimously approved the audit firms of Garza-Gonzalez and ABIP, with final selection to be negotiated and selected by staff, with participation of any Board members, for a contract term of one (1) primary year with four (4) option terms of one (1) year each (at WSA’s option).

VII. Strategic Committee (Discussion and Possible Action)

Presenter: Louis Tatum, CFO

a. Floresville Center Location/Relocation – Recommendation

- Mr. Tatum and Mr. Daniel Gostylo, realtor, briefed the Board on the options for relocation of the Floresville service center.
- The proposed location is at the current center but relocated to the front of the center for more visibility.

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) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

- McBride Thuney Enterprises 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.
- Upon motion by Director Eric Cooper and second by Director Betty Munoz, the negotiation and execution of a lease at the new location in the front of the shopping center in Floresville was unanimously approved by the Board, subject to local input by the County Judge.

VIII. Committee of Six Chair and/or Partner Staff Report
Presenters: Diane Rath, Pooja Tripathi, Alex Lopez

- IX. CEO Report
Presenter: Adrian Lopez, CEO
- a. IT Roadmap 2020-2022
 - b. Introduction Deputy Director, Business Services
 - c. Update on SA Ready to Work
- **Mr. Adrian Lopez informed the Board the Local Plan was approved by City Council and congratulated Dr. Guajardo and her staff for a job well done.**
 - **Mr. Peavy asked Mr. Lopez is any WSA staff needed due to the inclement weather.**
 - **Mr. Lopez informed Board that WSA staff and centers are continuing to provide services to clients.**

- X. Chair Report (Discussion and Possible Action)
Presenter: Chair Leslie Cantu
- a. 2021 Committee Chairs
 - b. Board Survey
 - c. WSA Board Attendance Policy

XI. Next Meeting: Board Meeting – March 26, 2021

- XII. **Executive Session: Pursuant to Chapter 551 of the Texas Open Meetings Act, the Board may recess into Executive Session for discussion on any issue for which there is an exception to the Act as set out in section 551.071 et. seq. including, but not limited to, the following:**
- a. **Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;**

- b. **Government Code §551.071 - All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:**
- c. **Pending or Contemplated Litigation; and**
- d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo and**
- e. **Government Code Section 551.089—Discussions regarding Security Devices for Audits.**

XIII. Adjournment

Presenter: Chair Leslie Cantu

Upon motion by Ms. Dawn Vernon and second by Mr. Ben Peavy, the meeting ended at 10:51 a.m.

N:\CORP\FBB\WSA\AGENDA\Board\Board Mtg Agenda template 2020.docx

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) 272-3250 so that appropriate arrangements can be made. Relay Texas: 1-800-735-2969 (TDD) or 711 (Voice).

MEMORANDUM

To: WSA Board of Directors
 From: Louis Tatum, CFO
 Presented by: Louis Tatum, CFO
 Date: March 26, 2021
 Regarding: Financial Report -January 31, 2021 Financial Report

SUMMARY: 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 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	29.78%	The agency currently has savings through vacant positions and staff turnover. WSA will continue to monitor this variance to ensure it does not exceed budget expectations.
Board Facility	28.71%	WSA is slightly under budget for facility cost. A reduction in common area maintenance at the Central Office has resulted in slightly lower facility cost.
Equipment	18.89%	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	16.95%	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 approximately 18% underspent, we will closely monitor this line item throughout FY21.
Professional Services	8.48%	The budget variance for professional services is approximately, \$209,730. This variance is attributed to the annual audit, financial monitoring, and other consulting services which are expected to be expended in the second and third quarters of FY21.
Total Expense	25.38%	10

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

Department	% Expensed	Comments
Overall	35.46%	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 Only

Grant	End date	Straight Line	% Expense	Comments
21TAF	10/31/2021		14%	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.
20WOR	06/30/2021		0%	Y UC "gzi gew'q'hwmx "gzi gpf "vj g"&72.222 grant by June 30, 2021.
20SNE	09/30/2021		58%	TWC is expecting additional SNAP funding in FY21.
20CCQ	12/31/2020		100%	Grant was fully expended.
20REA	03/31/2021		86%	TWC granted an extension from 12/31/20 to 3/31/21 to fully expand and provide additional assistance to customers.
20TIP 21TIP	4/30/2021 5/30/2021		1% 0%	WSA is expecting to fully expend both TIP grants.
20HJT	4/30/2021		0%	WSA is expecting to fully expend .
21BEX-GEN	12/31/2021		19%	Bexar County general funding has started to materialize.
20CIT-GEN	09/30/2021		11%	COSA is 20% underspent, expenditures are steadily increasing.

ATTACHMENTS:
Financial Statement

Workforce Solutions Alamo
Corporate Expenditure Report
Board Fiscal Year October 01, 2020-September 30, 2021
Report Period: 10/01/20 - 1/31/21

	Annual		Amended	YTD	%	
	Budget	Amendment #1	Budget #1	Expenses	Expensed	Balance
33.33%						
PERSONNEL						
Salaries/Wages	\$ 3,126,213	\$ 105,000	\$ 3,231,213	\$ 1,008,994	31.23%	\$ 2,222,218
Fringe Benefits	1,003,476	30,000	1,033,476	275,393	26.65%	758,083
Staff Travel	35,000	-	35,000	2,683	7.67%	32,317
Staff Training & Development	30,000	-	30,000	2,237	7.46%	27,763
<i>PERSONNEL SUBTOTAL:</i>	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 1,289,308	29.78%	\$ 3,040,381
BOARD FACILITY						
Rent	325,000		325,000	93,317	28.71%	231,683
<i>FACILITY SUBTOTAL:</i>	\$ 325,000		\$ 325,000	\$ 93,317	28.71%	\$ 231,683
EQUIPMENT/RELATED COSTS						
Equipment Purchases	30,000		30,000	130	0.43%	29,870
Equipment Rental	20,000	-	20,000	4,239	21.19%	15,761
Repair & Maintenance	2,000		2,000	-	0.00%	2,000
Software Licenses	10,000	20,000	30,000	7,325	24.42%	22,675
Software Maintenance & Support	40,000	-	40,000	11,357	28.39%	28,643
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	\$ 102,000	\$ 20,000	\$ 122,000	\$ 23,050	18.89%	\$ 98,950
GENERAL OFFICE EXPENSES						
Communications	55,000		55,000	13,311	24.20%	41,689
Advertising	5,000		5,000	-	0.00%	5,000
Insurances	235,000	-	235,000	35,776	15.22%	199,224
Office Supplies	30,000	-	30,000	3,978	13.26%	26,022
Postage/Shipping/Other	4,000		4,000	292	7.31%	3,708
Printing, Binding & Reproduction	10,500		10,500	1,227	11.68%	9,273
Publications & Subscriptions	5,500		5,500	1,648	29.97%	3,852
Dues	25,000		25,000	4,922	19.69%	20,078
Storage	12,000		12,000	3,414	28.45%	8,587
Marketing (External)	50,000	30,000	80,000	1,213	1.52%	78,787
Miscellaneous Costs	5,000		5,000	-	0.00%	5,000
Non Federal	50,000		50,000	21,863	43.73%	28,137
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	\$ 487,000	\$ 30,000	\$ 517,000	\$ 87,644	16.95%	\$ 429,356
PROFESSIONAL SERVICES						
Legal Services-Corporate	90,000	-	90,000	23,335	25.93%	66,665
Legal Services-Other	30,000	-	30,000	6,969	23.23%	23,031
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	41,351	13.78%	258,649
Payroll Fees	55,000	-	55,000	-	0.00%	55,000
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	\$ 770,000	\$ 75,000	\$ 845,000	\$ 71,655	8.48%	\$ 773,345
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	2,024	10.12%	17,976
<i>BOARD EXPENSES SUBTOTAL:</i>	\$ 35,000	\$ -	\$ 35,000	\$ 2,024	5.78%	\$ 32,976
TOTAL EXPENSES	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 1,566,997	25.38%	\$ 4,606,691
SUMMARY:						
Personnel	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 1,289,308	29.78%	\$ 3,040,381
Board Facility	325,000	-	325,000	93,317	28.71%	231,683
Equipment/Related Costs	102,000	20,000.00	122,000	23,050	18.89%	98,950
General Office Expenses	487,000	30,000.00	517,000	87,644	16.95%	429,356
Professional Services	770,000	75,000.00	845,000	71,655	8.48%	773,345
Board Expenses	35,000	-	35,000	2,024	5.78%	32,976
TOTAL CORPORATE EXPENSES	\$ 5,913,688	\$ 260,000	\$ 6,173,688	\$ 1,566,997	25.38%	\$ 4,606,691

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

Report Period: 10/01/20-1/31/2021

Facilities & Infrastructure Report

Facilities & Infrastructure	Budgeted Amt.	Amendment #1	Revised Budgeted Amt.	YTD Expenses	% Expensed	% Straightline Benchmark	Balance
	\$ 4,550,200.00	\$ 750,000.00	\$ 5,300,200.00	\$ 1,879,535.72	35.46%	33.33%	\$ 3,420,664.28

<u>Facilities:</u>	<u>End of Lease</u>	<u>General Expense Item*</u>
Walzem	12/31/2023	Rent
Datapoint	11/30/2029	Utilities
Datapoint - Child Care	11/30/2029	Janitorial
Marbach	5/31/2021	Repair & Maintenance
S. Flores	7/31/2028	Security
E. Houston	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
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 1/31/2021	YTD Exp 1/31/2021	Balance
	19WA1	2019WOA001	753,296.00	632,384.69	120,911.31	118,759.21	-6,409.28	625,975.41	127,320.59
	19WA2	2019WOA001	3,300,517.00	3,267,612.91	32,904.09	32,904.09	13,292.71	3,280,905.62	19,611.38
	20WA1	2020W0A001	594,722.00	-	594,722.00	594,722.00	281,230.70	281,230.70	313,491.30
	20WA2	2020W0A001	2,433,326.00	-	2,433,326.00	2,433,326.00	1,003,500.59	1,003,500.59	1,429,825.41
WIOA ADULT Total			7,081,861.00	3,899,997.60	3,181,863.40	3,179,711.30	1,291,614.72	5,191,612.32	1,890,248.68
	19WD1	2019WOD001	711,177.00	358,632.31	352,544.69	346,812.32	21,848.37	380,480.68	330,696.32
	19WD2	2019WOD001	2,946,453.00	2,860,593.25	85,859.75	83,621.68	-23,452.78	2,837,140.47	109,312.53
	20WD1	2020W0D001	849,412.00	-	849,412.00	849,412.00	340,015.99	340,015.99	509,396.01
	20WD2	2020W0D001	3,270,077.00	0	3,270,077.00	3,270,077.00	911,453.68	911,453.68	2,358,623.32
WIOA DISLOCATED Total			7,777,119.00	3,219,225.56	4,557,893.44	4,549,923.00	1,249,865.26	4,469,090.82	3,308,028.18
	19WOY	2019WOY001	4,373,355.00	4,149,150.17	224,204.83	224,503.93		4,149,150.17	224,204.83
	20WOY	2020WOY001	3,266,806.00	1,112,237.20	2,154,568.80	2,195,632.22	1,358,002.00	2,470,239.20	796,566.80
WIOA YOUTH Total			7,640,161.00	5,261,387.37	2,378,773.63	2,420,136.15	1,358,002.00	6,619,389.37	1,020,771.63
	20WOR	2020WOR001	50,513.00	0	50,513.00	50,513.00	0		50,513.00
WIOA RAPID RESPONSE Total			50,513.00	-	50,513.00	50,513.00	-	-	50,513.00
	20TAF	2020TAF001	6,169,544.00	4,775,040.96	1,394,503.04	1,391,144.54	173,857.01	4,948,897.97	1,220,646.03
	21TAF	2021TAF001	6,059,779.00	0	6,059,779.00	6,059,779.00	853,982.20	853,982.20	5,205,796.80
TANF Total			12,229,323.00	4,775,040.96	7,454,282.04	7,450,923.54	1,027,839.21	5,802,880.17	6,426,442.83
SNAP E&T	21SNE	2021SNE001	1,686,265.00	0	1,686,265.00	1,686,265.00	983,391.92	983,391.92	702,873.08
SNAP E&T Total			1,686,265.00	-	1,686,265.00	1,686,265.00	983,391.92	983,391.92	702,873.08
NON CUSTODIAL PARENT	21NCP	2021NCP001	437,578.00	3.21	437,574.79	437,574.79	140,915.53	140,918.74	296,659.26
NON CUSTODIAL PARENT Total			437,578.00	3.21	437,574.79	437,574.79	140,915.53	140,918.74	296,659.26
	20CCF	2020CCF001	84,753,484.00	72,870,485.30	11,882,998.70	11,882,998.70	6,336,165.44	79,206,650.74	5,546,833.26
	21CCF	2021CCF001	60,405,484.00	0	60,405,484.00	60,405,484.00	16,007,308.57	16,007,308.57	44,398,175.43
CHILD CARE CCF Total			145,158,968.00	72,870,485.30	72,288,482.70	72,288,482.70	22,343,474.01	95,213,959.31	49,945,008.69
	20CCM	2020CCM001	7,210,326.00	4,617,183.85	2,593,142.15	2,547,946.57	2,596,819.90	7,214,003.75	-3,677.75
	21CCM	2021CCM001	7,244,574.00	0	7,244,574.00	7,244,574.00	0.00	0.00	7,244,574.00
CHILD CARE CCM Total			14,454,900.00	4,617,183.85	9,837,716.15	9,792,520.57	2,596,819.90	7,214,003.75	7,240,896.25
CHILD CARE CCP	20CCP	2020CCP001	10,019,800.00	7,134,746.20	2,885,053.80	2,884,537.73	-1,700.69	7,133,045.51	2,886,754.49
	21CCP	2021CCP001	8,961,000.00	525,316.28	8,435,683.72	8,435,592.66	2,079,061.97	2,604,378.25	6,356,621.75
CHILD CARE CCP Total			18,980,800.00	7,660,062.48	11,320,737.52	11,320,130.39	2,077,361.28	9,737,423.76	9,243,376.24
	20TRA	2020TRA001	226,315.00	207,908.42	18,406.58	18,381.01	18,406.59	226,315.01	-0.01
	21TRA	2021TRA001	193,616.00	0	193,616.00	193,616.00	3,263.87	3,263.87	190,352.13
TRADE ACT SERVICES Total			419,931.00	207,908.42	212,022.58	211,997.01	21,670.46	229,578.88	190,352.12
	20WPA	2021WPA001	1,392,426.00	577,411.03	815,014.97	815,014.97	131,898.50	709,309.53	683,116.47
	21WPA	2021WPA001	635,893.00	0	635,893.00	635,893.00	45,440.07	45,440.07	590,452.93
EMPLOYMENT SERVICES Total			2,028,319.00	577,411.03	1,450,907.97	1,450,907.97	177,338.57	754,749.60	1,273,569.40

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 1/31/2021	YTD Exp 1/31/2021	Balance
RESOURCE ADMIN GRANT	21RAG	2021RAG001	11,857.00	0	11,857.00	11,857.00	2,788.19	2,788.19	9,068.81
RESOURCE ADMIN GRANT Total			11,857.00	-	11,857.00	11,857.00	2,788.19	2,788.19	9,068.81
VETERANS EMPLOYMENT SERVICE	21TVC	2021TVC001	284,084.00	0	284,084.00	284,084.00	70,330.49	70,330.49	213,753.51
VETERANS EMPLOYMENT SERVICE Total			284,084.00	-	284,084.00	284,084.00	70,330.49	70,330.49	213,753.51
CHILD CARE ATTENDANCE AUTOMATION	20CAA	2020CAA001	361,164.00	324,777.59	36,386.41	36,386.41	-3,483.48	321,294.11	39,869.89
	21CAA	2021CAA001	361,164.00	0	361,164.00	361,164.00	80,223.93	80,223.93	280,940.07
CHILD CARE ATTENDANCE AUTOMATION Total			722,328.00	324,777.59	397,550.41	397,550.41	76,740.45	401,518.04	320,809.96
	20CCQ	2020CCQ001	1,941,072.00	1,270,309.48	670,762.52	664,436.91	670,762.52	1,941,072.00	0.00
	21CCQ	2021CCQ001	1,947,771.00	0	1,947,771.00	1,947,771.00	505,577.12	505,577.12	1,442,193.88
CCQ QUALITY Total			3,888,843.00	1,270,309.48	2,618,533.52	2,612,207.91	1,176,339.64	2,446,649.12	1,442,193.88
WORK COMMISSION INITIATIVES	19WCI	2019WCI000	144,333.00	119,878.07	24,454.93	24,454.93	9,980.74	129,858.81	14,474.19
	20WCI	2020WCI001	105,272.00	54,282.25	50,989.75	50,989.75	35,307.00	89,589.25	15,682.75
	21WCI	2021WCI001	54,532.00	0	54,532.00	54,532.00	14,067.25	14,067.25	40,464.75
WORK COMMISSION INITIATIVES Total			304,137.00	174,160.32	129,976.68	129,976.68	59,354.99	233,515.31	70,621.69
REEMPLOYMENT	20REA	2020REA001	651,116.00	509,191.68	141,924.32	141,747.58	50,524.22	559,715.90	91,400.10
	21REA	2021REA001	526,998.00	0	526,998.00	526,998.00	27,474.14	27,474.14	499,523.86
REEMPLOYMENT Total			1,178,114.00	509,191.68	668,922.32	668,745.58	77,998.36	587,190.04	590,923.96
MILITARY FAMILY	20WS1	2020WOS001	222,630.00	219,938.74	2,691.26	8,578.69	2,691.27	222,630.01	-0.01
	21WS1	2021WOS001	222,630.00	0	222,630.00	8,578.69	420.87	420.87	222,209.13
MILITARY Total			445,260.00	219,938.74	225,321.26	17,157.38	3,112.14	223,050.88	222,209.12
STUDENT HIREABILITY NAVIGATOR	18HN2	3018VRS120	200,000.00	10,797.76	189,202.24	189,202.24	49,189.18	59,986.94	140,013.06
STUDENT HIREABILITY NAVIGATOR Total			200,000.00	10,797.76	189,202.24	189,202.24	49,189.18	59,986.94	140,013.06
INFRA SUPPORT VR	21COL	2021COL001	716,874.06	45,003.53	671,870.53	671,870.53	217,280.51	262,284.04	454,590.02
INFRA SUPPORT VR Total			716,874.06	45,003.53	671,870.53	671,870.53	217,280.51	262,284.04	454,590.02
Texas Industry Partnership (TIP)	20TIP	2020TIP001	147,358.00	-	147,358.00	147,358.00	1,618.69	1,618.69	145,739.31
	21TIP	2021TIP001	73,320.00	0	73,320.00	73,320.00	0.00	0.00	73,320.00
Texas Industry Partnership (TIP)			220,678.00	-	220,678.00	220,678.00	1,618.69	1,618.69	219,059.31
WIOA ALTERNATIVE FUNDING	19WAF	2019WAF001	479,224.00	165,314.36	313,909.64	321,413.83	15,607.19	180,921.55	298,302.45
WIOA ALTERNATIVE FUNDING Total			479,224.00	165,314.36	313,909.64	321,413.83	15,607.19	180,921.55	298,302.45
YOUTH JOB SKILLS INITIATIVE	19WS2	2019WOS002	286,000.00	78,710.02	207,289.98	213,854.71	31,771.30	110,481.32	175,518.68
YOUTH JOB SKILL INITIATIVE Total			286,000.00	78,710.02	207,289.98	213,854.71	31,771.30	110,481.32	175,518.68
High Demand Job Training	20HJT	2020HJT001	31,342.00	0	31,342.00	31,342.00	0	0	31,342.00
HIGH DEMAND JOB TRAINING			31,342.00	-	31,342.00	31,342.00	-	-	31,342.00
	HPOG2	HPOG2	81,698.00	-	81,698.00	15,155.82	22,262.51	22,262.51	59,435.49
	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	73,663.02	22,071.63	47,144.43	118,133.57
Non Federal	SP018	(blank)	50,000.00	142,419.94	(92,419.94)	(92,417.71)	21,877.40	164,297.34	-114,297.34
Non Federal Total			50,000.00	142,419.94	(92,419.94)	(92,417.71)	21,877.40	164,297.34	(114,297.34)

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 1/31/2021	YTD Exp 1/31/2021	Balance
Correction	Other1	(blank)		3,677.31			142.64	3,819.95	-3,819.95
Correction Total			-	3,677.31	-	-	142.64	3,819.95	(3,819.95)
COVID Grants	20COV	2020COV001	308,626.00	30,346.61	278,279.39	278,279.39	57,656.49	88,003.10	220,622.90
	20NDW	2020NDW001	4,859,231.00	111,970.69	4,747,260.31	4,747,260.31	605,715.00	717,685.69	4,141,545.31
	20COS	2020COS002	287,500.00	40,000.00	247,500.00	247,500.00	114,840.09	154,840.09	132,659.91
	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
	21BEX		7,802,061.00	(1,013.86)	7,803,074.86	7,803,074.86	1,463,022.91	1,462,009.05	6,340,051.95
	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
	21CIT		13,731,691.26	0	13,731,691.26	13,731,691.26	1,481,019.80	1,481,019.80	12,250,671.46
COVID Grants Total			35,389,489.97	1,070,813.77	34,318,676.20	34,318,676.20	5,972,585.86	7,043,399.63	28,346,090.34
			262,319,247.03	107,128,893.08	155,194,031.26	154,908,947.20	41,067,101.52	148,195,994.60	114,123,252.43

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

Group	GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 1/31/2021	Balance	Grant Expended 1/31/21	Months Remaining
1	WIOA ADULT Total	19WA1	6/30/2021	2019WOA001	753,296.00	625,975.41	127,320.59	83%	5
		19WA2	6/30/2021	2019WOA001	3,300,517.00	3,280,905.62	19,611.38	99%	5
		20WA1	6/30/2022	2020WOA001	594,722.00	281,230.70	313,491.30	47%	17
		20WA2	6/30/2022	2020WOA001	2,433,326.00	1,003,500.59	1,429,825.41	41%	17
2	WIOA DISLOCATED Total	19WD1	6/30/2021	2019WOD001	711,177.00	380,480.68	330,696.32	54%	5
		19WD2	6/30/2021	2019WOD001	2,946,453.00	2,837,140.47	109,312.53	96%	5
		20WD1	6/30/2022	2020WOD001	849,412.00	340,015.99	509,396.01	40%	17
		20WD2	6/30/2022	2020WOD001	3,270,077.00	911,453.68	2,358,623.32	28%	17
3	WIOA YOUTH Total	19WOY	6/30/2021	2019WOY001	4,373,355.00	4,149,150.17	224,204.83	95%	5
		20WOY	6/30/2022	2020WOY001	3,266,806.00	2,470,239.20	796,566.80	76%	17
4	WIOA RAPID RESPONSE Total	20WOR	6/30/2021	2020WOR001	50,513.00	0	50,513.00	0%	5
		20TAF	10/31/2020	2020TAF001	6,169,544.00	4,948,897.97	1,220,646.03	80%	9
5	TANF Total	21TAF	10/31/2021	2021TAF001	6,059,779.00	853,982.20	5,205,796.80	14%	9
		21SNE	9/30/2021	2021SNE001	1,686,265.00	983,391.92	702,873.08	58%	8
6	SNAP E&T	21NCP	9/30/2021	2021NCP001	437,578.00	140,918.74	296,659.26	32%	8
		21CCF	12/31/2020	2020CCF001	84,753,484.00	79,206,650.74	5,546,833.26	93%	11
7	NON CUSTODIAL PARENT	21CCF	12/31/2021	2021CCF001	60,405,484.00	16,007,308.57	44,398,175.43	26%	11
		21CCM	12/31/2020	2020CCM001	7,210,326.00	7,214,003.75	-3,677.75	100%	11
8	CHILD CARE CCF Total	21CCM	12/31/2021	2021CCM001	7,244,574.00	0.00	7,244,574.00	0%	11
		21CCP	12/31/2020	2020CCP001	10,019,800.00	7,133,045.51	2,886,754.49	71%	11
9	CHILD CARE CCP	21CCP	12/31/2021	2021CCP001	8,961,000.00	2,604,378.25	6,356,621.75	29%	11
		21TRA	12/31/2020	2020TRA001	226,315.00	226,315.01	-0.01	100%	11
10	TRADE ACT SERVICES Total	21TRA	12/31/2021	2021TRA001	193,616.00	3,263.87	190,352.13	2%	11
		20WPA	6/30/2021	2020WPA001	1,392,426.00	709,309.53	683,116.47	51%	5
11	EMPLOYMENT SERVICES Total	21WPA	12/31/2021	2021WPA001	635,893.00	45,440.07	590,452.93	7%	11
		20WPA	6/30/2021	2020WPA001	1,392,426.00	709,309.53	683,116.47	51%	5

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

Group	GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 1/31/2021	Balance	Grant Expended 1/31/21	Months Remaining
13	RESOURCE ADMIN GRANT	21RAG	9/30/2021	2021RAG001	11,857.00	2,788.19	9,068.81	24%	8
	RESOURCE ADMIN GRANT Total				11,857.00	2,788.19	9,068.81		
14	VETERANS EMPLOYMENT SERVICE	21TVC	9/30/2021	2021TVC001	284,084.00	70,330.49	213,753.51	25%	8
	VETERANS EMPLOYMENT SERVICE Total				284,084.00	70,330.49	213,753.51		
15	CHILD CARE ATTENDANCE AUTOMATION	20CAA	11/30/2020	2020CAA001	361,164.00	321,294.11	39,869.89	89%	
		21CAA	11/30/2021	2021CAA001	361,164.00	80,223.93	280,940.07	22%	10
	CHILD CARE ATTENDANCE AUTOMATION Total				722,328.00	401,518.04	320,809.96		
		20CCQ	12/31/2020	2020CCQ001	1,941,072.00	1,941,072.00	0.00	100%	
		21CCQ	10/31/2021	2021CCQ001	1,947,771.00	505,577.12	1,442,193.88	26%	9
CCQ QUALITY Total				3,888,843.00	2,446,649.12	1,442,193.88			
17	WORK COMMISION INITIATIVES	19WCI	5/31/2021	2019WCI000	144,333.00	129,858.81	14,474.19	90%	4
		20WCI	6/30/2021	2020WCI001	105,272.00	89,589.25	15,682.75	85%	5
		21WCI	9/30/2021	2021WCI001	54,532.00	14,067.25	40,464.75	26%	8
	WORK COMMISION INITIATIVES Total				304,137.00	233,515.31	70,621.69		
19	REEMPLOYMENT	20REA	3/31/2021	2020REA001	651,116.00	559,715.90	91,400.10	86%	2
		21REA	12/31/2021	2021REA001	526,998.00	27,474.14	499,523.86	5%	11
	REEMPLOYMENT Total				1,178,114.00	587,190.04	590,923.96		
	MILITARY FAMILY	20WS1	12/31/2020	2020WOS001	222,630.00	222,630.01	-0.01	100%	
		21WS1	12/31/2021	2020WOS001	222,630.00	420.87	222,209.13	0%	11
MILITARY Total				222,630.00	222,630.01	(0.01)			
21	STUDENT HIREABILLITY NAVIGATOR	18HN2	8/31/2021	3018VRS120	200,000.00	59,986.94	140,013.06	30%	7
	STUDENT HIREABILLITY NAVIGATOR Total				200,000.00	59,986.94	140,013.06		
22	INFRA SUPPORT VR	21COL	8/31/2021	2021COL001	707,517.61	262,284.04	445,233.57	37%	7
	INFRA SUPPORT VR Total				707,517.61	262,284.04	445,233.57		
23	Texas Industry Partnership (TIP)	20TIP	4/30/2021	2020TIP001	147,358.00	1,618.69	145,739.31	1%	3
		21TIP	5/31/2021	2021TIP001	73,320.00	0.00	73,320.00	0%	4
	Texas Industry Partner (TIP)				220,678.00	1,618.69	219,059.31		
24	WIOA ALTERNATIVE FUNDING	19WAF	8/31/2021	2019WAF001	479,224.00	180,921.55	298,302.45	38%	7
	WIOA ALTERNATIVE FUNDING Total				479,224.00	180,921.55	298,302.45		
25	YOUTH JOB SKILLS INITIATIVE	19WS2	8/31/2021	2019W0S002	286,000.00	110,481.32	175,518.68	39%	7
	YOUTH JOB SKILLS INITIATIVE Total				286,000.00	110,481.32	175,518.68		
26	High Demand Job Training	20HJT	4/30/2021	2020HJT001	31,342.00	0	31,342.00	0%	3
	HIGH DEMAND JOB TRAINING				31,342.00	-	31,342.00		
		HPOG2	9/29/2021	HPOG2	81,698.00	22,262.51	59,435.49	27%	8
		TEC20	12/1/2020	TEC20	83,580.00	24,881.92	58,698.08	30%	
	ALAMO COLLEGES TOTAL				165,278.00	47,144.43	118,133.57		
35	Non Federal	SP018			50,000.00	164,297.34	-114,297.34	329%	

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

Group	GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 1/31/2021	Balance	Grant Expended 1/31/21	Months Remaining
	Non Federal Total				50,000.00	164,297.34	(114,297.34)		
36	Correction	Other1				3,819.95	-3,819.95		
	Correction Total				-	3,819.95	(3,819.95)		
27	COVID Grants	20COV	6/30/2021	2020COV001	308,626.00	88,003.10	220,622.90	29%	5
		20NDW	3/31/2022	2020NDW001	4,859,231.00	717,685.69	4,141,545.31	15%	14
		20COS	6/30/2021	2020COS002	287,500.00	154,840.09	132,659.91	54%	5
		20BEX	11/30/2020		6,107,000.00	1,799,842.17	4,307,157.83	29%	
		21BEX	12/31/2021		7,802,061.00	1,462,009.05	6,340,051.95	19%	11
		20CIT	12/30/2020		2,293,380.71	1,339,999.73	953,380.98	58%	
		21CIT	9/30/2021		13,731,691.26	1,481,019.80	12,250,671.46	11%	8
	COVID Grants Total				35,389,489.97	7,043,399.63	28,346,090.34		
Grand Total					262,087,260.58	148,195,573.73	113,891,686.85		

MEMORANDUM

To: WSA Board of Directors

From: Louis Tatum, CFO

Presented by: Mary Batch, Chair Audit & Finance Committee

Date: March 26, 2021

Subject: Briefing Regarding Fiscal Monitoring – Procurement of
New Contract

SUMMARY: This serves to provide the Board of Directors with a briefing regarding the status of the Fiscal Monitoring Services contract.

The 4th and final renewal of WSA's Fiscal Monitoring Services contract with Christine Nguyen expired September 30th and which was extended through 11/30/2020 for a total cost of \$132,288.13. To that purpose, WSA issued a Request for Qualifications (RFQ) for Fiscal Monitoring Services.

On January 22, 2021, the Board voted to award the contract to Christine H. Nguyen, CPA, the incumbent.

UPDATE:

The contract is currently being negotiated with Christine H. Nguyen, CPA, and it is expected to be in effect no later than by March 13, 2021.

FINANCIAL IMPACT: The estimated annual budget is \$127,105.00 – however, WSA will retain an additional 10% for contingency for an estimate total of \$139,815.50. The duration of the contract is for a period of one year from the date of execution of the agreement which the Board may opt to extend for up to four (4) one (1) year extensions based upon WSA needs and the availability of funds. In no event shall the total term of the contract exceed five (5) years.

STRATEGIC OBJECTIVE: To ensure contractors comply with WSA's contractual obligations under its contract with the Texas Workforce Commission (TWC) and the U.S. Department of Labor (DOL) as it pertains to fiscal goals, processes, functions, and responsibilities.

ATTACHMENTS: None

Fiscal Monitoring Services RFQ

Louis Tatum, CFO

March 26, 2021



AmericanJobCenter®



Summary

Briefing regarding single contract for Fiscal Monitoring Services.

Overview

1. The 4th and final renewal of WSA's Fiscal Monitoring Services contract expired 09/30/2020 (was extended through 11/30/2020) – with a total cost of \$132,288.13.
2. To that purpose, WSA issued an RFQ for Fiscal Monitoring Services.
3. On January 22, 2021, the Board voted to award the contract to Christine H. Nguyen, CPA.



Update

- The contract is currently being negotiated.
- It is expected that the contract will be finalized and in effect no later than by March 13, 2021



Financial Impact

- Financial Impact: \$127,105 plus 10% for contingency not to exceed \$139,815.50.
- The duration of the contract shall be for a period of one (1) year from the date of execution. The Board may opt to extend for up to four (4) one (1) year extensions. In no event shall the total term exceed five (5) years.



Questions?

MEMORANDUM

To: WSA Board of Directors

From: Louis Tatum, CFO

Presented by: Mary Batch, Chair Audit & Finance Committee

Date: March 26, 2021

Subject: Briefing Regarding Status of Financial Auditing Services – Procurement of New Contract

SUMMARY: This memo serves to provide a briefing regarding the status of the Financial Auditing Services RFQ – no action is required. We have moved forward with the selection of the firm that will be completing our Financial Auditing Services.

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.

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 (focus on remote capacity/work),
 - Communication with Board Staff (focus on communication and coordination ahead of time to not delay completion),
 - Detailed timeline (focus on assurances that work will be completed fully and on time),
 - Best and final offer (costs).
- The additional information was assessed by the internal evaluation panel, and the scores of the evaluation were provided to the CEO for final determination.

STAFF RECOMMENDATION/ACTIONS:

Two options were reviewed for the selection. Option A shows the results of only Phase 2. Option B shows the results of both Phase 1 and 2 combined. Results from Phase 2 (Option A) more clearly show the advantage of ABIP as these incorporate the further assurances that we were seeking for a full and prompt completion of the engagement. Option B shows ABIP coming ahead when taking both phases combined. Scores of Phase 1 (Option B) could not at this point be considered without accounting for and taking into consideration the scores of Phase 2 (Option A).

OPTION A (PHASE 2)

<i>Phase 2 : Summary</i>		
Item	ABIP	GG
1	10.0	9.3
2	8.7	10.0
3	10.0	8.0
4	9.7	7.0
TOTAL	38.3	34.3

OPTION B (PHASES 1 + 2 COMBINED)

	ABIP	GG
<i>Phase 1</i>	99.3	102
<i>Phase 2</i>	38.3	34.3
Total	137.6	136.3

With these final tabulations, ABIP was selected.

Execution. The contract was signed on March 20, 2021.

Contract Duration. The duration of the contract shall be for a period of one (1) year from the date of execution of the agreement. The Board may opt to extend for up to four (4) one (1) year extensions based on WSA needs and availability of funds. In no event shall the total term of the contract exceed five (5) years.

FINANCIAL IMPACT: The estimated annual budget is \$67,050. WSA will retain an additional 10% for contingency for an estimated total of \$73,755.

STRATEGIC OBJECTIVE: To ensure that WSA meets the organization's annual financial and single audit obligations and tax reporting requirements.

ATTACHMENTS: None

Financial Auditing Services RFQ

Louis Tatum, CFO

March 26, 2021



AmericanJobCenter®



Summary

Briefing regarding status of:

- *Selection of Single Contract for Financial Auditing Services.*

Overview

1. The 4th and final renewal of WSA's Financial Auditing Services contract expired 09/30/2020 – with a total cost of \$65,700.
2. To that purpose, WSA issued an RFQ for Financial Auditing Services.
3. Services include providing financial and single audit, and tax preparation/submission services.





Services Solicited

Services include:

- a) Prepare/file corporate Income Tax Return (Form 990),
- b) Perform audit in compliance with Single Audit Act and 2 CFR 200.501,
- c) Report on internal controls over financial reporting and on compliance on related matters,
- d) Nonmaterial instances of noncompliance to be reported in separate management letter,
- e) Retention of all working papers and reports at auditor's expense and as legally required,
- f) Perform with the highest level of integrity and business ethics,
- g) Comply with all professional accounting and audit rules, guidelines, and requirements.



Status: Phase 1

- WSA received proposals from five bidders.
- The proposals were evaluated internally by WSA staff.
- On 02/19/2021, Board Staff presented to the Board of Directors the results, ranking, and a recommendation for contract negotiations.
- 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.



Actions: Phase 2

- Additional written information from the top two finalists was received 02/26/2021. This included a 'project plan' covering the following elements:
 - a) Engagement activities (focus on remote capacity/work),
 - b) Communication with Board Staff (focus on communication and coordination ahead of time to not delay completion),
 - c) Detailed timeline (focus on assurances that work will be completed fully and on time), and
 - d) Best and final offer (costs).
- The additional information was assessed by the internal evaluation panel, and scores were provided to the CEO for final determination.



Phase 2 Results:

- Two options were reviewed. Option A shows the results of only Phase 2, and Option B shows the results of both Phase 1 and 2.
- Results from Phase 2 (Option A) more clearly show the advantage of ABIP.
- Option B shows ABIP also coming ahead when taking both phases combined.

OPTION A (PHASE 2)

<i>Phase 2 : Summary</i>		
Item	ABIP	GG
1	10.0	9.3
2	8.7	10.0
3	10.0	8.0
4	9.7	7.0
TOTAL	38.3	34.3

OPTION B (PHASES 1 + 2 COMBINED)

	ABIP	GG
<i>Phase 1</i>	99.3	102
<i>Phase 2</i>	38.3	34.3
Total	137.6	136.3



Contract Information

As we secured the additional assurances, a final decision was made to initiate negotiations with ABIP

- **Execution.** The contract was signed on 03/20/2021.
- **Financial Impact.** The estimated annual budget is \$67,050, plus 10% contingency for a total of \$73,755.
- **Contract Duration.** The duration of the contract shall be for a period of one (1) year from the date of execution. The Board may opt to extend for up to four (4) one (1) year extensions. In no event shall the total term exceed five (5) years.

The services help ensure that WSA meets the organization's annual financial and single audit obligations and tax reporting requirements.



Questions?

MEMORANDUM

To: WSA Board of Directors

From: Jessica Villarreal, Director of Child Care

Presented by: Louis Tatum, CFO

Date: March 26, 2021

Subject: Child Care Quality Contract Update

Summary:

WSA awarded the CCQ contract to the City of San Antonio on February 1, 2021, and is in the process of the transitioning contract.

Analysis:

A sixty-day contract transition period has been determined in the best interest of both contractors, staff, and program operations. 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 onboarded to the city no later than March 22, 2021. We are currently on target for April 1, 2021, the final contract transition date.

Both contractors have responded to all requests for collaboration timely and appropriately.

Fiscal Impact:

The CCQ contract with the city of San Antonio from February 1, 2021-September 30, 2021 is \$755,497. The transition contract with C2GPS from February 1, 2021-March 31, 2021 is \$248,473. The total Child Care Quality Service Provider Contract Financial Impact from February 1, 2021-September 30, 2021 is \$1,003,970.

Next Steps:

WSA will continue to monitor to ensure successful transitioning of the CCQ contract.

Child Care Quality (CCQ) Contract Update

March 26, 2021



Transition of Contract

WSA Issued Contract Award Letter to City of San Antonio (COSA) on 2/4/2021



Transition Activities

2/12/2021 Formal Meeting held between contractors COSA/C2 Global

1/29-2/1/2021 COSA posted Mentor positions

2/22/2021-2/26/2021 COSA held interviews

3/22/2021 Staff Start



4/1/2021 City of San Antonio CCQ Contract begins

Questions?



MEMORANDUM

To: WSA Board of Directors

From: Adrian Lopez, WSA CEO

Presented by: Andrea Guerrero-Guajardo, PhD, MPH

Date: March 26, 2021

Subject: Local Plan Update

Summary: This item is to provide an update on the submission of the 2021-2024 Local Plan and plans for its implementation. The Local Plan was created with significant input from WSA Board of Directors, WSA Area Judges, San Antonio City Council, Bexar County Commissioners Court, and the Committee of Six.

Board staff and service provider teams have begun working sessions focused on data collections essential to the planning phase of implementation including existing partnerships with employers, education and training partners, or other agencies that should be represented in the model. WSA has selected 4 sectors on which to pilot these efforts, establish a timeline to execute, and a reporting schedule for the board and other stakeholders.

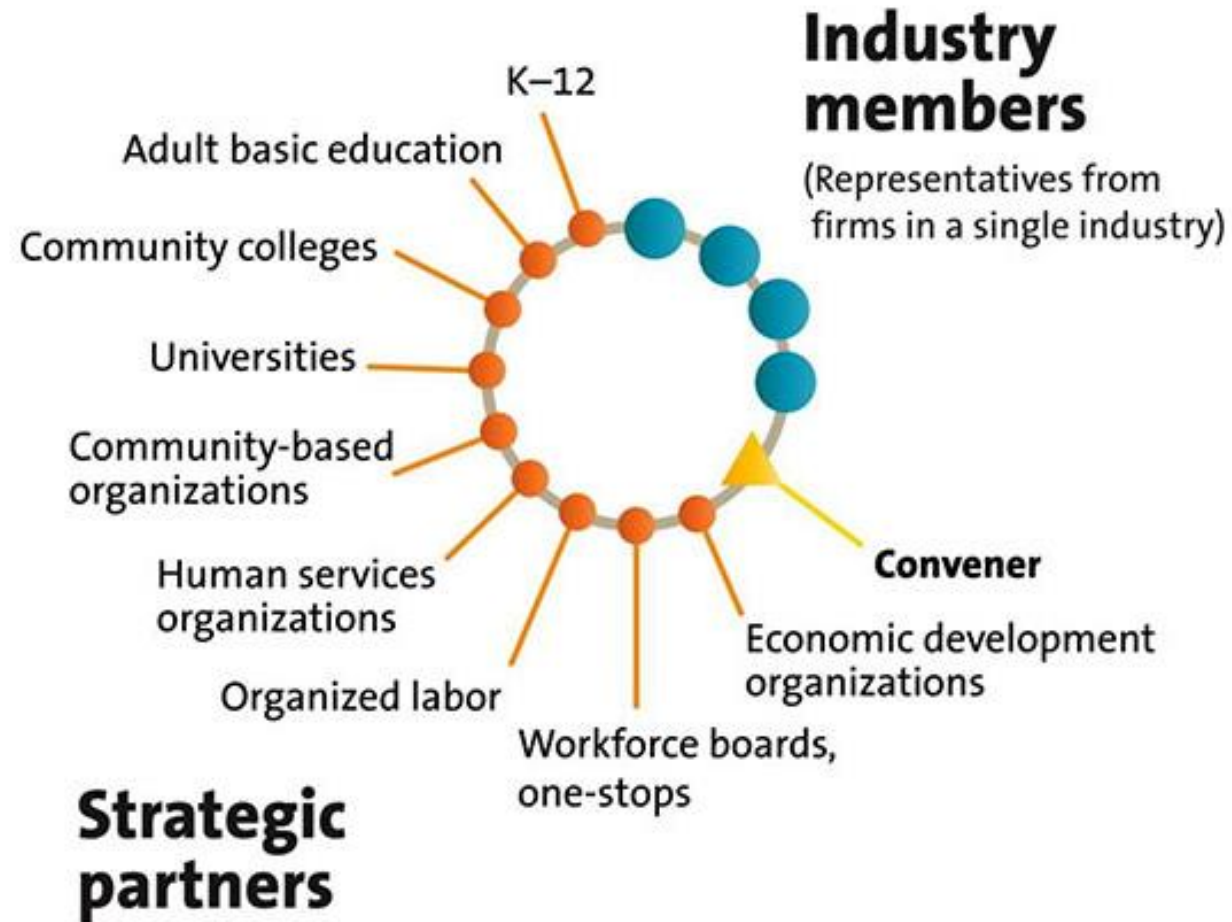


Sector-Based Partnerships

**WSA Board of Directors Update
3.26.21**

44 Board Strategic Vision

Sector-Based Partnerships



Talent Pipeline Management

Assumptions	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> • Acceptance and willingness to participate in Sector-Based and TPM model • Employer-driven • Data-informed • Shared value and accountability 	<ul style="list-style-type: none"> • WSA Leadership • Employer engagement and participation • State and local stakeholder resources • Sector-Based and TPM framework 	<ul style="list-style-type: none"> • Organize strategic partner and employer collaborative • Demand planning • Education and training analysis and communication • Talent flow and supply chain analysis • Continuous improvement 	<ul style="list-style-type: none"> • New or enhanced partnership • Skilled workforce • Upskilling of incumbent workers • # of credential, certificates, or other education and training 	<ul style="list-style-type: none"> • Job placements • Wage data • Increased retention • Career pathway advancement • Self-sufficiency and personal stability

External Factors

What are the current or anticipated dynamics in the political, social, economic environment that already or could pose potential risk to success?

Talent Pipeline Management

In the Sector-Based Model



1. Organize Employer/Partner Collaboratives



2. Demand Planning;
Education and Training;
Communication



3. Talent flow and Supply
Chain Analysis



4. Continuous Improvement

47 WSA Local Plan Economic and Workforce Analysis

Target Clusters and Industries

TARGETS	
Clusters	Industries
Aerospace/Manufacturing	3361 Motor Vehicle Manufacturing 3363 Motor Vehicle Parts Manufacturing 3364 Aerospace Products and Parts Manufacturing
Health	6211 Offices of Physician 6221 General Medical and Surgical Hospitals 6223 Specialty (except Psychiatric and Substance Abuse) Hospitals 6212 Offices of Dentists 6215 Medical and Diagnostic Laboratories
Information Technology/Cybersecurity	5182 Data Processing and Related Services 5415 Computer Systems Design 5416 Management/Scientific, and Technical Consulting Services 4234 Professional and Commercial Equipment and Supplies Merchant Wholesalers
Construction/Architecture/Utilities	2373 Highway, Street, and Bridge Construction 2371 Utility System Construction 5413 Architectural, Engineering, and Related Services 4441 Building Material and Supplies Dealers
Oil & Gas/ Warehousing & Transportation/Finance/Others	5221 Depository Credit Intermediation 5242 Agencies, Brokerages, and Other Insurance Related Activities 2111 Oil & Gas Extraction 4931 Warehousing and Storage 2131 Support Activities for Mining
Education	6111-Elementary and Secondary Schools



Target Occupations 2021-2024

Occupational Title	Education	Entry Level Wage (as of 2019)	Percentage Change	Change in Emp by Growth	2019 Mean Hourly Wage	2019 Mean Annual Wage
Cyber Security/Information Technology						
Computer and Information Systems Managers	Bachelor's Degree	\$96,234	23.71	32	\$68.63	\$142,748
Computer Systems Analysts *15-1121	Bachelor's Degree	\$61,692	24.36	99	\$47.94	\$99,717
Information Security Analysts *15-1122	Bachelor's Degree	N/A	N/A	N/A	\$43.79	\$91,075
Computer Network Support Specialists *15-1152	Associate's Degree	\$42,999	19.98	25	\$30.10	\$62,599
Computer User Support Specialists *15-1151	Some College, No Degree	\$33,317	24.82	110	\$23.55	\$48,976
Computer Network Architects *15-1143	Bachelor's Degree	\$80,049	20.25	21	\$54.55	\$113,456
Network and Computer Systems Administrators *15-1142	Bachelor's Degree	\$58,999	24.8	82	\$39.13	\$81,382
Software Developers and Software Quality Assurance Analysts	Bachelor's Degree	\$74,285	39.47	151	\$52.32	\$108,836
Web Developers and Digital Interface Designers * 15-1134	Associate's Degree	\$44,961	21.78	18	\$35.28	\$73,391
Operations Research Analysts	Bachelor's Degree	\$54,381	38.97	44	\$39.48	\$82,116
Computer Hardware Engineers	Bachelor's Degree	\$72,200	23.64	3	\$49.22	\$102,386
Sales Rep., Wholesale & Manufacturing, Technical & Scientific	Bachelor's Degree	\$48,293	24.79	21	\$42.79	\$88,994
Transportation and Warehousing/Related -Wholesale-Retail Trade						
General and Operations Managers	Bachelor's Degree	\$53,590	18.23	277	\$56.53	\$117,582
Compliance Officers	Bachelor's Degree	\$43,857	17.83	42	\$34.35	\$71,438
Human Resources Specialists	Bachelor's Degree	\$45,269	15.09	83	\$33.06	\$68,764
Logisticians	Bachelor's Degree	\$58,134	18.67	24	\$39.97	\$83,134
Management Analysts	Bachelor's Degree	\$57,131	24.96	110	\$39.44	\$82,034
					\$28.73	\$59,750
Training and Development Specialists	Bachelor's Degree	\$39,002	22.46	53		
Market Research Analysts and Marketing Specialists	Bachelor's Degree	\$37,130	31.55	73	\$32.32	\$67,220
Manufacturing/Construction/Architecture/Oil and Gas Extraction & Energy						
Industrial Engineers	Bachelor's Degree	\$64,520	38.36	52	\$48.33	\$100,529
Industrial Engineering Technologists and Technicians	Associate's Degree	\$41,068	20.11	7	\$29.53	\$61,412
Aircraft Mechanics and Service Technicians	Postsecondary Non-Degree Award	\$39,292	15.19	26	\$26.49	\$55,089
Production, Planning, and Expediting Clerks	High-School Diploma or Equivalent	\$33,950	19.05	44	\$23.29	\$48,443
Operating Engineers and Other Construction Equipment Operators	High-School Diploma or Equivalent	\$31,993	15.73	56	\$19.37	\$40,284
Electricians	High-School /Equivalent/Apprentice	\$34,071	13.91	67	\$23.62	\$49,122
Plumbers, Pipefitters, and Steamfitters	High-School /Equivalent/Apprentice	\$29,600	17.52	55	\$21.85	\$45,455
Sheet Metal Workers	High-School /Equivalent/Apprentice	\$30,559	2.21	3	\$19.73	\$41,048
Bus and Truck Mechanics and Diesel Engine Specialists	High-School Diploma or Equivalent	\$37,846	18.78	32	\$26.49	\$55,089
Industrial Machinery Mechanics	High-School Diploma or Equivalent	\$32,698	22.64	48	\$24.06	\$50,041
First-Line Supervisors of Production and Operating Workers	High-School Diploma or Equivalent	\$39,144	21.87	74	\$30.24	\$62,892
Machinists	High-School Diploma or Equivalent	\$29,114	31.28	36	\$22.48	\$46,750
Welders, Cutters, Solderers, and Brazers	High-School Diploma or Equivalent	\$30,363	10.77	30	\$21.41	\$44,534
Heavy and Tractor-Trailer Truck Drivers	Postsecondary Non-Degree Award	\$30,041	14.8	234	\$20.48	\$42,600

Occupational Title	Education	Entry Level Wage (as of 2019)	Percentage Change	Change in Emp by Growth	2019 Mean Hourly Wage	2019 Mean Annual Wage
Finance/Insurance/Other						
Financial Managers	Bachelor's Degree	\$71,645	31.32	93	\$67.66	\$140,738
Personal Financial Advisors *13-2051	Bachelor's Degree	\$49,883	24.97	24	\$36.24	\$75,372
Customer Service Representatives	High-School Diploma or Equivalent	\$23,676	11.88	372	\$15.92	\$33,112
Accountants and Auditors	Bachelor's Degree	\$48,911	21.02	198	\$35.96	\$74,802
Securities, Commodities, and Financial Services Sales Agents	Bachelor's Degree	\$33,955	22.23	98	\$35.41	\$73,661
Bookkeeping, Accounting, and Auditing Clerks	Some College, No Degree	\$29,549	7.55	89	\$19.79	\$41,155
Claims Adjusters, Examiners, and Investigators	High-School Diploma or Equivalent	\$47,944	14.74	56	\$31.62	\$65,780
Healthcare						
Dietitians and Nutritionists	Bachelor's Degree	\$42,396	23.02	13	\$29.03	\$60,378
Respiratory Therapists	Associate's Degree	\$48,755	22.51	33	\$28.77	\$59,845
Registered Nurses	Bachelor's Degree	\$54,270	18.01	380	\$34.78	\$72,348
Cardiovascular Technologists and Technicians	Associate's Degree	\$32,893	15.91	7	\$26.42	\$54,962
Diagnostic Medical Sonographers	Associate's Degree	\$54,011	29.28	11	\$33.34	\$69,353
Radiologic Technologists and Technicians	Associate's Degree	\$44,061	19.49	32	\$28.42	\$59,119
Magnetic Resonance Imaging Technologists	Associate's Degree	\$59,130	23.08	4	\$34.37	\$71,499
Pharmacy Technicians	High-School Diploma or Equivalent	\$30,282	19.72	60	\$17.82	\$37,068
Surgical Technologists	Postsecondary Non-Degree Award	\$33,366	13.47	16	\$20.34	\$42,312
Licensed Practical and Licensed Vocational Nurses	Postsecondary Non-Degree Award	\$36,297	14.58	103	\$22.04	\$45,850
Medical Dosimetrists, Medical Records Specs, & Health Technicians	Postsecondary Non-Degree Award	\$29,439	30.27	42	\$21.37	\$44,449
Physical Therapist Assistants	Associate's Degree	\$41,960	35.28	22	\$31.59	\$65,709
Dental Assistants	Postsecondary Non-Degree Award	\$29,366	30.87	104	\$18.07	\$37,591
Medical Assistants	Postsecondary Non-Degree Award	\$28,261	26.35	164	\$15.16	\$31,539
Phlebotomists	Postsecondary Non-Degree Award	\$27,040	22.51	19	\$15.61	\$32,468
Medical Secretaries and Administrative Assistants	High-School Diploma or Equivalent	\$26,394	24.88	222	\$17.55	\$36,507
Education and Education Support						
Elementary School Teachers, Except Special Education	Bachelor's Degree	\$47,526	13.52	160	\$26.91	\$55,977
Middle School Teachers, Except Special and Career/Technical	Bachelor's Degree	\$50,863	13.65	71	\$23.45	\$57,529
Police and Sheriff's Patrol Officers	High-School Diploma or Equivalent	\$43,941	11.95	58	\$28.23	\$58,720



Occupation Projections by County

Comal County

SOC	Description	2020 - 2024 % Change	Avg. Hourly Earnings	2020 Turnover Rate	Typical Entry Level Education	Males	Females
29-1141	Registered Nurses	18%	\$33.27	26%	Bachelor's degree	95	801
11-1021	General and Operations Managers	16%	\$55.70	56%	Bachelor's degree	676	285
13-2011	Accountants and Auditors	16%	\$32.65	55%	Bachelor's degree	153	269
13-1198	Project Management Specialists and Business Operations Specialists, All Other	16%	\$34.96	60%	Bachelor's degree	138	203
29-2061	Licensed Practical and Licensed Vocational Nurses	16%	\$22.52	56%	Postsecondary nondegree award	33	313
31-9091	Dental Assistants	20%	\$19.97	55%	Postsecondary nondegree award	20	208
15-1256	Software Developers and Software Quality Assurance Analysts and Testers	23%	\$49.49	41%	Bachelor's degree	131	34
11-3031	Financial Managers	22%	\$63.84	41%	Bachelor's degree	59	73
25-1099	Postsecondary Teachers	30%	\$30.23	44%	Doctoral or professional degree	45	50
13-1111	Management Analysts	21%	\$37.09	51%	Bachelor's degree	72	60



Next Steps

- Develop activities that fit the model and report progress on the how we are supporting the sectors and industries prioritized in the local plan; report outputs as follows:
 - Number per **Sector**:
 - employers we are engaged with and who are they
 - job fairs or activities to support employers
 - clients in training (WSA and other parts of ecosystem)
 - graduates from training
 - clients placed
 - apprenticeships by sector
 - job postings
 - special initiatives
 - training programs
 - UI claimants
 - MOUs and formalized partnerships
 - Funding pursued/secured per **Sector**



Next Steps

- Identify all agencies serving each sector, numbers and outcomes for each agency
- Identify major labor pools and numbers for each (High Schools, Colleges, Labor Unions, etc)
- Identify employers that are focusing on incumbent workers to upskill and creating new opportunities
- Identify training for BSR and other staff to develop expertise in sectors
- Track major economic development announcements by sector
- Identify gaps and issues with employers and training providers and develop solutions
- Identify performance metrics to track and articulate ROI or other measures



Pilot

- Select 2-3 sectors to pilot
- Establish timeline to execute
- Report on progress
- Training of additional staff in the Talent Pipeline Management Academy



Questions?

MEMORANDUM

To: WSA Board of Directors
From: Adrian Lopez, CEO
Date: March 26, 2021
Regarding: Current Status and Recommendation on Marbach Office Space

SUMMARY: The current lease at Marbach expires on May 31, 2021. WSA is currently exploring alternate facilities to upgrade the Workforce Center at Marbach.

ANALYSIS: The three primary sites that are being considered for the Workforce Center at Marbach. The following premises offer comparable square footage, price, and common area cost.

Option 1: The current space at Marbach Plaza is not the preferred option due 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.**

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 will to contribution \$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.**

FISCAL IMPACT: None at this time. The FY22 budget will include expenditures required to support the renovation of the selected Workforce Center.

CURRENT STATUS: The Strategic Committee has approved for board staff to enter into a 12-month agreement with the existing landlord to give us time to select a new site and complete the necessary tenant improvements. Workforce Solution Alamo's Real Estate Agent is current working with the existing landlord to negotiate and lease for the next year which currently expires on May 31, 2021. He is additionally requesting additional information from Port San Antonio to determine if the space presented can fit the needs of the board. An update will be provided at the next meeting.

MEMORANDUM

To: WSA Board of Directors

From: Ricardo Ramirez, Director of Quality Assurance

Presented by: Dr. Mark Niederauer, Chair Oversight Committee

Date: March 26, 2021

Subject: Quality Assurance Briefing

SUMMARY: The following serves to brief the WSA Board of Directors regarding the status of Quality Assurance activities, including an updated timeline, progress, and outcomes.

TWC Monitoring

TWC Monitoring

Project	Agency	Days	Start	Finish	Status	Start	End
TAA - Q4-2020	C2		12/07/20		Submitted records	12/07/20	
NDW	C2		01/15/21		Submitted records	03/22/21	
Annual Monitoring	ALL				Pending schedule		

Actual

Financial Monitoring

Subcontracted Fiscal Monitoring (\$127,105)

Project	Days	Start	Finish	Status	Start	End
SERCO	50	03/05/21	05/13/21	Starting soon	03/05/21	
C2 Global Prof. Services	65	04/01/21	06/30/21			
City of San Antonio	52	05/01/21	07/13/21			

Actual

Switched to start with SERCO

Fiscal Integrity Reviews	Pending dates
--------------------------	---------------

Program Monitoring

Subcontracted Program Monitoring (\$120,000)

Project	Agency	Days	Start	Finish	Status	Start	End
Risk Assessment	ALL	14	12/10/20	12/29/20	Completed		12/15/20
Child Care Services	COSA	55	12/15/20	03/01/21	Testing	02/09/21	
TANF/Choices	C2	30	03/15/21	04/23/21			
WIOA Adult	C2	25	04/13/21	05/17/21			
WIOA Dislocated Wrkr	C2	25	05/18/21	06/21/21			
WIOA Youth Urban	C2	25	06/22/21	07/26/21			
WIOA Youth Rural	SERCO	25	07/27/21	08/30/21			

Actual

Internal Program Monitoring

					Actual		
Project	Agency	Days	Start	Finish	Status	Start	End
TAA	C2	59	12/07/20	02/25/21	No major issues	12/08/20	02/25/21
NDW	C2	67	12/08/20	03/10/21	Testing	12/08/20	
NCP - BCY20	C2	21	02/10/21	03/10/21	Testing	01/08/21	
SNAP E&T	C2	29	03/05/21	04/14/21	Starting soon	03/05/21	
Child Care QIA	COSA	28	03/16/21	04/22/21			
Voc. Rehab. SEAL	C2/SERCO	27	04/01/21	05/07/21			
Voc. Rehab. Year-Rnd	C2/SERCO	27	04/19/21	05/25/21			
Externship for Teachers	Partnership	27	05/05/21	06/10/21			
PII Reviews	ALL	10	06/11/21	06/24/21			
Equal Opportunity	ALL	11	06/25/21	07/10/21			
NCP - BCY21	C2	30	07/01/21	08/11/21			

STAFF RECOMMENDATION: Continue supporting WSA's monitoring functions.

FINANCIAL IMPACT: Estimated subcontracted costs for financial monitoring \$127,105, and for program monitoring \$120,000 (total of \$247,000).

STRATEGIC OBJECTIVE: To help ensure that local employment and training activities, including one-stop delivery systems and workforce development services, appropriately use, manage, and invest funds as required and in ways that maximize performance outcomes (WIOA Sec. 107(d)(8); WIOA Sec. 134(2)(B)(iv); WIOA Sec. 183; WIOA Sec. 185(c)(3); WIOA Sec. 121(3); WIOA Sec. 129(b)(1)(e)).

Monitoring goals include the following: maintain TWC monitoring certification, automating and streamlining systems, incorporating additional audits to minimize subcontracted costs, completing monitoring of projects on a more frequent basis (e.g., twice a year instead of yearly).

ATTACHMENTS: None.

WSA Quality Assurance

Ricardo Ramirez, Director of Quality Assurance

March 26, 2021



AmericanJobCenter®



Summary

This item serves to provide a briefing regarding Quality Assurance activities, including an updated timeline, progress, and outcomes.

Overview

In alignment with functions that are required of Local Boards, WSA both contracts out and performs internal oversight and compliance monitoring of federal and state grants as operated by subrecipients and contractors.

The following tables show estimated timelines and status for TWC monitoring, subcontracted program and fiscal monitoring, and internal program monitoring.



TWC Monitoring

Planned				Actual		
Project	Agency	Start	Finish	Status	Start	End
TAA - Q4-2020	C2	12/07/20		Submitted records	12/07/20	
NDW	C2	01/15/21		Submitted records	03/22/21	
Annual Monitoring	ALL			Pending schedule		



Contracted Fiscal Monitoring

Planned				Actual		
Project	Days	Start	Finish	Status	Start	End
SERCO	50	03/05/21	05/13/21	Starting soon	03/05/21	
C2 Global Prof. Services	65	04/01/21	06/30/21			
City of San Antonio	52	05/01/21	07/13/21			
Fiscal Integrity Reviews	Pending dates			Switched to start with SERCO		



Contracted Program Monitoring

Planned					Actual		
Project	Agency	Days	Start	Finish	Status	Start	End
Risk Assessment	ALL	14	12/10/20	12/29/20	Completed	12/01/20	12/15/20
Child Care Services	COSA	55	02/09/21	04/26/21	Testing	02/09/21	
TANF/Choices	C2	30	03/15/21	04/23/21			
WIOA Adult	C2	25	04/13/21	05/17/21			
WIOA Dislocated Wrkr	C2	25	05/18/21	06/21/21			
WIOA Youth Urban	C2	25	06/22/21	07/26/21			
WIOA Youth Rural	SERCO	25	07/27/21	08/30/21			



Internal Program Monitoring

Planned					Actual		
Project	Agency	Days	Start	Finish	Status	Start	End
TAA	C2	59	12/07/20	02/25/21	No major issues	12/08/20	02/25/21
NDW (1st Phase)	C2	11	01/20/21	02/03/21	Preliminary	01/20/21	02/03/21
NCP - BCY20	C2	35	02/04/21	03/24/21	Testing	02/04/21	
SNAP E&T	C2	29	03/05/21	04/14/21	Starting soon	03/05/21	
Child Care QIA	COSA	28	03/16/21	04/22/21			
Voc. Rehab. SEAL	C2/ SERCO	27	04/01/21	05/07/21			
Voc. Rehab. Year-Rnd	C2/ SERCO	27	04/19/21	05/25/21			
Externship for Teachers	Partnership	27	05/05/21	06/10/21			
NDW (2nd Phase)	C2	23	05/18/21	06/17/21			
PII Reviews	ALL	10	06/11/21	06/24/21			
Equal Opportunity	ALL	11	06/25/21	07/10/21			
NCP - BCY21	C2	30	07/01/21	08/11/21			



Questions?

MEMORANDUM

To: WSA Board of Directors

From: Adrian Lopez, WSA CEO

Presented by: Mark Milton, Chief Operating Officer

Date: March 26, 2021

Subject: Briefing Regarding Programs & Performance Report

Summary: This item is to provide an update of and highlight elements related to Programs and Performance.

Analysis:

- 1) **TWC-Contracted Performance:** Meeting and/or Exceeding 13/15 TWC-contracted performance measures. Plans are in place to catch the missing two items up in Q2 of 2021.
- 2) **Special Grants & Other Initiatives:**
 - All Centers are currently open to the public and are receiving clients (**appointments and virtually**). All parking lots are equipped with WiFi as well.
 - Bexar County and COSA projects are in progress and production is being made on each. **Training is projecting on schedule and OJT is behind. We will be capping new enrollments into the Bexar Co. program beginning in March and will focus on clearing those in the pipeline.**
 - Staff are working on internal monitoring and audit reports to ensure we are up to date and compliant with all state requirement.
 - WSA was awarded an additional **\$3.5 million in Disaster Dislocated Worker funding** – program has launched, and progress is being made on the outcomes. **\$1 million of this funding has been approved by TWC for vocational training.**
 - WSA conducted 3 significant hiring events in February to include OW Lee (200+ job seekers), a logistics job fair (100+ job seekers), and a drive-thru job fair for Toyota (400+ cars and 350+ job seekers referred for hire).

- 3) We are working closely with C2 to develop and formalize the On-the-Job Training Initiative to generate more interest into the program. We are also focusing on the sector-based model with C2 Global.
- 4) Child Care team is monitoring the progress of enrollments into the program and is currently at 92%. The goal of 95% is expected to be achieved by the end of February.
- 5) **Special Grants and Initiatives**

WSA is currently managing 20 grants or special programs outside of the traditional TWC formula funding streams. The highlights of those programs and grants are listed in the power point presentation and include:

- TIP Grant – Seguin and Hill Country Memorial
- SDF Grant – Seguin and Navarro ISD; Hallmark and NEISD
- TIP Grant – Caterpillar
- SDF Grant – United Alloy
- SDF Grant – Lonestar Construction and Trades

6) **Bexar and COSA Projects**

Alternatives:

No alternatives are being considered at this time.

Fiscal Impact:

We have seen an increase in funding for our Disaster Dislocated Worker funding of \$3.5 million and a decrease of CARES funding by \$3.2 million.

Recommendation:

Recommendation is to approve the plan as highlighted above.

Next Steps:

Next steps will be to continue to monitor the centers that are open and ensure we are safely serving the community and protecting our staff. In addition, we will be monitoring all current active grants and special programs.

Performance and Programs Briefing








Mark Milton, WSA COO

3/26/21



AmericanJobCenter®

Operational Updates

Item	Description	On target
1	All Centers remain open to the public and are receiving clients (appointments and virtually). All parking lots are equipped with WiFi as well. COVID has impacted our normal operating schedule due to temporary center closures for deep cleaning after exposures.	
2	Bexar County and COSA projects continue to move forward. We are currently trending above goal in training enrollments, but behind in OJT	
3	We are working with C2 to increase enrollments into the WIOA program. Currently slightly behind schedule but anticipate catch-up occurring in Q2 of 2021.	
4	WSA has been approved by TWC to add vocational skills training to the Disaster Dislocated Worker Skills program (approximately \$1.1 million of the total \$4 million award)	
5	Child Care is trending at 92% for children served (goal is 95%) and anticipate being on target by the end of March.	
6	We are working closely with C2 to develop the sector-based model for business and industry where there will be a focus on specialized recruitment for business.	
7	WSA is currently managing 20 different grants and special programs funded by either TWC or Local partners.	

COSA – Train for Jobs SA

		SEPT	OCT	NOV	DEC	JAN	FEB	YTD	YTD
								Actual	% Ach
Intake & Assessment	PROJECTED	75	100	200	200	200	50	825	
	ACTUAL	75	284	120	201	118	79	877	106%
Case Management	PROJECTED	75	55	57	55	85	55	382	
	ACTUAL	75	284	120	201	118	79	877	230%
Short Term Training	PROJECTED	40	30	35	35	50	20	210	
	ACTUAL	40	86	36	30	20	13	225	107%
Long Term Training	PROJECTED	8	5	2	0	10	10	35	
	ACTUAL	8	51	69	43	24	34	229	654%
Administer Stipends	PROJECTED	0	35	37	35	60	30	197	
	ACTUAL	0	81	56	19	39	24	219	111%
Identify Small Business for OJT Placement	PROJECTED	43	40	40	30	60	60	273	
	ACTUAL	25	12	8	6	8	5	64	23%
Place Participants in OJT	PROJECTED	0	20	20	20	25	25	110	
	ACTUAL	0	2	0	1	0	0	3	3%
Place Participants in Jobs	PROJECTED	0	0	0	0	0	100	100	
	ACTUAL	0	0	0	0		2	0	
% Completing Program	PROJECTED	75%	75%	75%	75%	75%	75%	75%	
	ACTUAL								

- March 1st COSA submitted an amendment to WSA for the final 6 months of the program. Additional funding to support more long term training is the significant change.
- Projections remain on track for the overall project – Long Term Training is more popular than originally expected
- Working through customer service issues and responses from clients – stipends processing has not been a clean process up to this point.

Bexar County Strong Metrics

		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	Pgm	YTD
									Total	% Ach
Screened	PROJECTED	500	800	800	800	400	400	200	3,900	
	ACTUAL	893	1025	975	103	503	250	182	3931	101%
Job Readiness/Case Mgmt	PROJECTED	150	200	200	150	50	50	30	830	
	ACTUAL	171	203	133	20	80	21	115	743	90%
Training	PROJECTED	0	60	70	60	20	30	20	260	
	ACTUAL	0	63	107	75	24	28	35	332	128%
Completed Training	PROJECTED	0	0	10	33	40	30	18	131	
	ACTUAL	0	0	9	73	48	38	40	208	159%
Place Participants in OJT	PROJECTED	0	20	40	30	40	50	50	230	
	ACTUAL	0	0	16	0	0	4	3	23	10%
Place Participants in Jobs	PROJECTED	0	0	10	10	10	10	10	50	
	ACTUAL	0	0	11	6	16	5	10	48	96%
Referred to Case Administrator	PROJECTED	50	50	50	50	50	0	0	250	
	ACTUAL	0	10	12	21	10	9	6	68	27%

- OJT has been a gap for WSA - Trending well under target
- Individuals enrolling and completing training remains well ahead of goal.
- Referrals to case administrator agencies has not occurred at the originally anticipated rate.
- Expenditure rates are well ahead of projections.
- Beginning March 1st, we will be focusing on no new participants and clearing our pipeline, training completion and job placement.
- We have had significant challenges securing case advances from the county to operate the program

Highlighted Special Grants and Projects

Grant/Initiative	Description	Funding
Skills Development Fund	WSA was awarded funding to work with Caterpillar in Seguin to retrain \$300and upskill incumbent workers for the purpose of keeping them employed.	\$300,000
Teacher Externships	TWC awarded WSA funds to train 150 middle and high school teachers and counselors to participate in virtual and or in person sessions with local business to increase the educator's knowledge of workforce topics including STEM careers in the San Antonio area.	\$280,000
Skills Development Grant	United Alloy, Inc will build its new 200,000-square-foot, state-of-the-art manufacturing facility in Seguin, TX. The project will represent a total capital investment of at least \$35 million and will result in the creation of at least 100 new jobs over a three year ramp up period. WSA will be funding the training portion of this project with training to take place in welding, IT, and manufacturing.	\$50,000
OW Lee Furniture Co.	WSA team is working closely with OW Lee in Comfort, Tx to post positions and recruit job seekers for over 200 new positions the company will establish in the community. Positions include welders, manufacturing, and logistics positions.	NA
Schreiner University, Dental Assisting School of Texas	WSA is referring WIOA clients to these to programs in Kerrville for the purpose of retraining and upskilling individuals in the healthcare and dental occupation. Most individuals served are receiving public assistance and lost their jobs due to COVID.	NA

Success Story Spotlight



- ❖ Rita Lugo joined the **WIOA YES! Program** with the support of SERCO in Atascosa County.
- ❖ She had limited work experience and skills;
- ❖ Her SERCO case managers helped her **build her skills/resume**;
- ❖ Chief Sanchez of the Pleasanton Police Department inquired about the program and how the PPD could help;
- ❖ Rita interviewed with the PPD, was excellent, and she began the **Work Experience Program** on 10/2020 as an office clerk;
- ❖ Rita excelled and was eventually **promoted** to Police Dispatcher/ Telecommunication Operator;
- ❖ At the end of her 3rd month Rita was speaking and dispatching emergency calls to the police officers of the Pleasanton Police Department.

RECENT EVENTS



*New company
in Comfort, Tx
– WSA is
assisting in
the hiring of
over 200 jobs*

**Logistics & Warehouse
Virtual Job Fair**

WorkforceSolutions ALAMO
BUILDING BUSINESS • BUILDING CAREERS
AmericanJobCenter

February 11, 2021 from 9:00 A.M. - 1:00 P.M.

Multiple Employers | Entry Level Experience +

San Antonio and 12 Rural Counties!

Please pre-register for this event.
www.workforcesolutionsalamo.org/calendar-events

*200+
attendees
referred
to open
positions
in our
network*



TOYOTA
*Drive Through Job
Fair:*
450 Cars!
350+ Applicants
Moving to Hires!!!

Child Care

Green = +P

White = MP

Yellow = MP but At Risk

Red = -P

Performance Update

- Average Children Served Per Day – 95% is Goal (9,544 children) – At the end of Jan, WSA is at 92% (8,800 children)
- TWS implemented a freeze on new enrollments
- Full state participation challenge
- WSA is currently at 96% (9,934 children) for unofficial numbers for Feb..

Board	Reemployment and Employer Engagement		Participation		C&T Participants			
	Cmnt ReEmpl within 10 Weeks	Emplrs Rcvg Wkfc Assist	Choices Full Work Rate-All Family Total	Avg # Children Svd Per Day-Combined	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q2-Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate
Alamo	n/a	n/a	n/a	91.95%	n/a	n/a	n/a	n/a
Borderplex	n/a	n/a	n/a	72.91%	n/a	n/a	n/a	n/a
Brazos Valley	n/a	n/a	n/a	92.49%	n/a	n/a	n/a	n/a
Cameron	n/a	n/a	n/a	89.96%	n/a	n/a	n/a	n/a
Capital Area	n/a	n/a	n/a	75.39%	n/a	n/a	n/a	n/a
Central Texas	n/a	n/a	n/a	78.80%	n/a	n/a	n/a	n/a
Coastal Bend	n/a	n/a	n/a	84.28%	n/a	n/a	n/a	n/a
Concho Valley	n/a	n/a	n/a	79.55%	n/a	n/a	n/a	n/a
Dallas	n/a	n/a	n/a	86.73%	n/a	n/a	n/a	n/a
Deep East	n/a	n/a	n/a	85.38%	n/a	n/a	n/a	n/a
East Texas	n/a	n/a	n/a	78.46%	n/a	n/a	n/a	n/a
Golden Cresce	n/a	n/a	n/a	73.42%	n/a	n/a	n/a	n/a
Gulf Coast	n/a	n/a	n/a	85.51%	n/a	n/a	n/a	n/a
Heart of Texas	n/a	n/a	n/a	77.20%	n/a	n/a	n/a	n/a
Lower Rio	n/a	n/a	n/a	80.23%	n/a	n/a	n/a	n/a
Middle Rio	n/a	n/a	n/a	79.59%	n/a	n/a	n/a	n/a
North Central	n/a	n/a	n/a	82.33%	n/a	n/a	n/a	n/a
North East	n/a	n/a	n/a	91.31%	n/a	n/a	n/a	n/a
North Texas	n/a	n/a	n/a	75.07%	n/a	n/a	n/a	n/a
Panhandle	n/a	n/a	n/a	78.97%	n/a	n/a	n/a	n/a
Permian Basin	n/a	n/a	n/a	73.91%	n/a	n/a	n/a	n/a
Rural Capital	n/a	n/a	n/a	93.16%	n/a	n/a	n/a	n/a
South Plains	n/a	n/a	n/a	91.94%	n/a	n/a	n/a	n/a
South Texas	n/a	n/a	n/a	65.44%	n/a	n/a	n/a	n/a
Southeast	n/a	n/a	n/a	100.60%	n/a	n/a	n/a	n/a
Tarrant	n/a	n/a	n/a	86.58%	n/a	n/a	n/a	n/a
Texoma	n/a	n/a	n/a	97.36%	n/a	n/a	n/a	n/a
West Central	n/a	n/a	n/a	90.05%	n/a	n/a	n/a	n/a

Performance Update

FINAL RELEASE

As Originally Published 2/10/2021

DECEMBER 2020 REPORT

AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

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

Board	Reemployment and Employer Engagement		Participation		WIOA Outcome Measures															Total Measures			
					C&T Participants				Adult				DW				Youth						
	Choices Full Work Rate-All Family Total	Avg # Children Svd Per Day-Combined	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q2-Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q4 Post-Exit	Credential Rate	+P	MP	-P	% MP & +P		
	Cmnt ReEmpl within 10 Weeks	Emplrs Rcvg Wkfc Assist																					
Alamo	n/a	n/a	n/a	91.95%	n/a	n/a	n/a	n/a	92.05%	110.14%	94.23%	97.37%	80.26%	111.95%	116.97%	107.60%	89.82%	113.12%	150.53%	5	4	3	75%

- Currently tracking our DW Employment Measure – Currently 12 individuals short of the benchmark
- We did see individuals in this program lose their job or become furloughed as a result of the pandemic
- Youth placements are slightly under goal as we experience additional job loss for this group during the pandemic.



Questions?

Contact Info:

Mark Milton
COO

mmilton@wsalamo.org
210-272-3250 Office



MONTHLY PERFORMANCE & SERVICES REPORTS

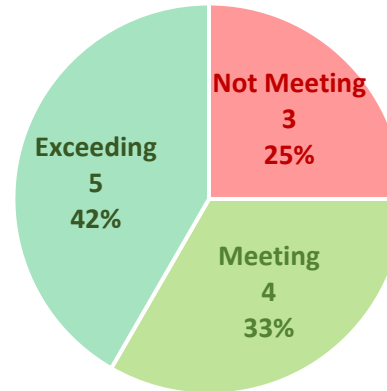
January 2021

WORKFORCE PROGRAM REPORTS

BCY 21 Performance Overview for Board Contracted Measures

December 2020 TWC Data Release 02/10/2021

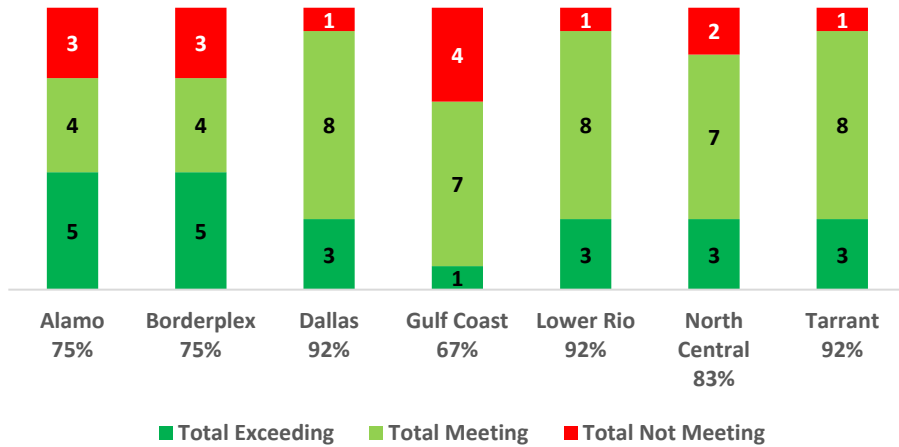
Status	# at Status
P+ (Exceeding)	5
MP (Meeting)	4
P- (Not Meeting)	3
na	7



Measure Name	Numerator	Denominator	Rate	Status
Claimant Reemployment within 10 Weeks	1,526	1,529	n a	n a
# of Employers Receiving Workforce Assistance	3,420	1	3,420	n a
Choices Full Work Rate - All Family Total	25	572	4.32%	n a
Avg # Children Served Per Day - Combined	579,248	66	8,776	-P 91.95%
Employed/Enrolled Q2 Post Exit - C&T Participants	8,192	12,534	65.36%	n a
Employed/Enrolled Q2-Q4 Post Exit - C&T Participants	11,675	14,118	82.70%	n a
Median Earnings Q2 Post Exit - C&T Participants	n a	7,751	\$6,146.93	n a
Credential Rate - C&T Participants	97	141	68.79%	n a
Employed Q2 Post Exit - Adult	123	177	69.50%	MP 92.05%
Employed Q4 Post Exit - Adult	165	214	77.10%	+P 110.14%
Median Earnings Q2 Post Exit - Adult	n a	123	\$5,465.35	MP 94.23%
Credential Rate - Adult	40	54	74.10%	MP 97.37%
Employed Q2 Post Exit - DW	47	70	67.10%	-P 80.26%
Employed Q4 Post Exit - DW	73	82	89.00%	+P 111.95%
Median Earnings Q2 Post Exit - DW	n a	47	\$9,357.41	+P 116.97%
Credential Rate - DW	23	29	79.30%	MP 107.60%
Employed/Enrolled Q2 Post Exit - Youth	142	233	60.90%	-P 89.82%
Employed/Enrolled Q4 Post Exit - Youth	171	228	75.00%	+P 113.12%
Credential Rate - Youth	12	28	42.90%	+P 150.53%

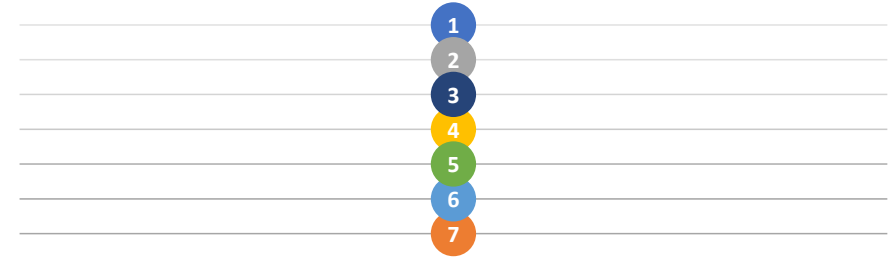
MPR Board Comparison Report (YTD) release date 02/10/2021

Performance Measure Totals Large Boards



PROGRAM RANKINGS

CHILDREN SERVED

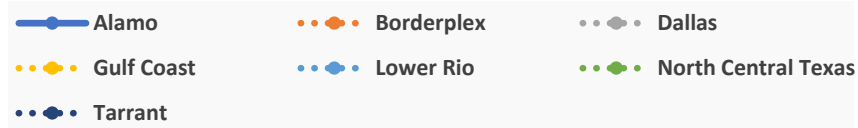
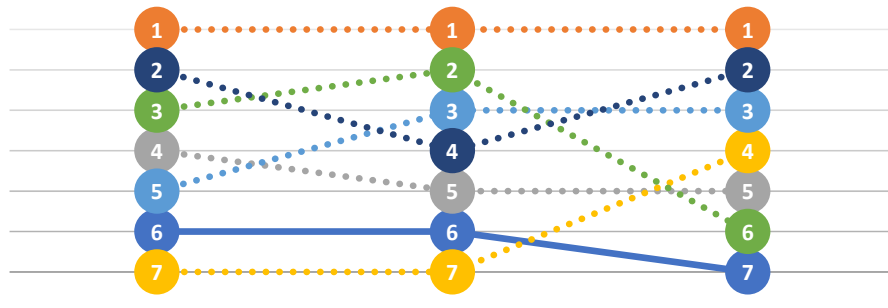


WIOA ADULT RANKINGS

EMPLOYED Q2

EMPLOYED Q4

CREDENTIALS

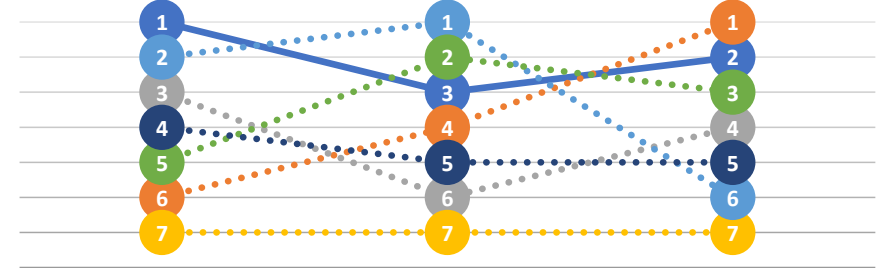


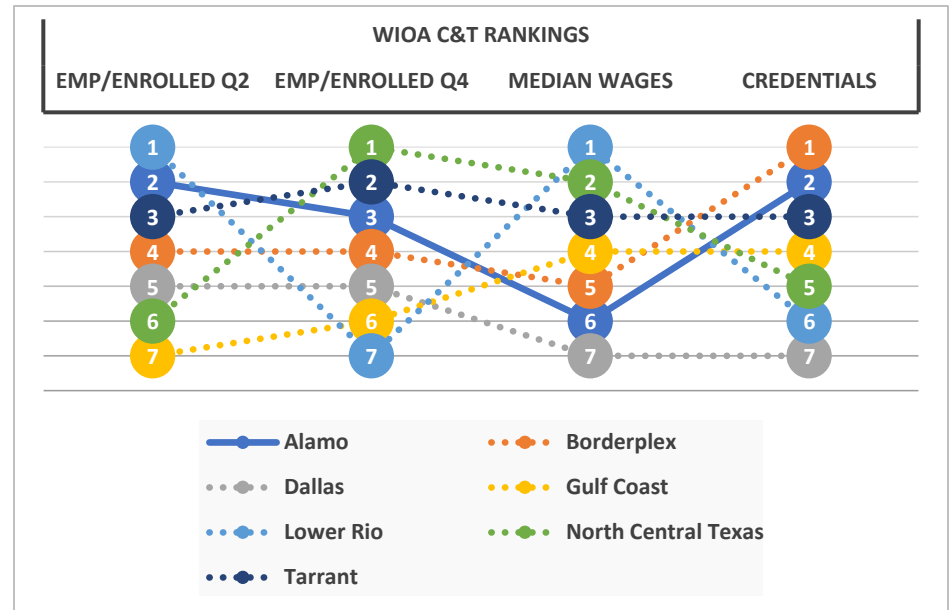
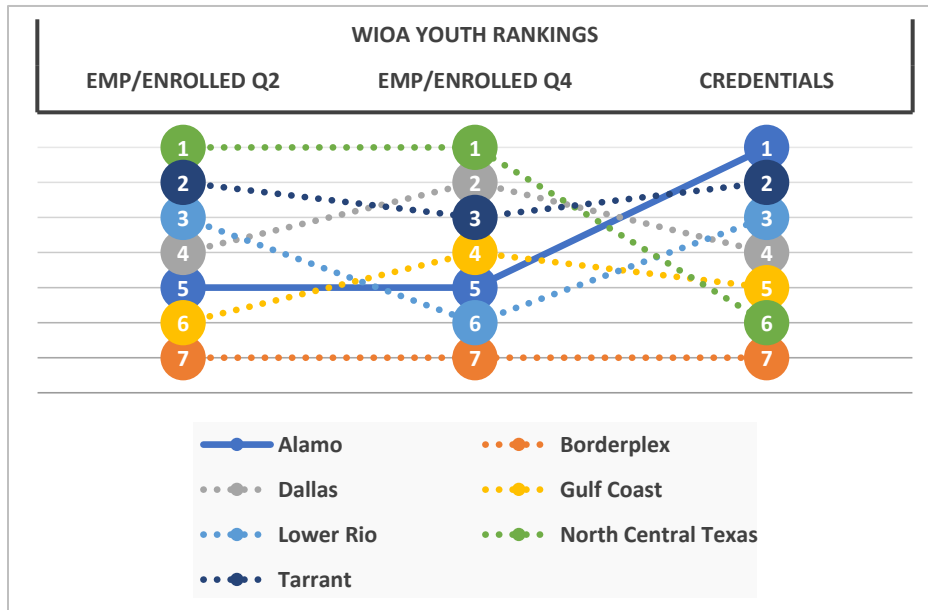
WIOA DW RANKINGS

EMPLOYED Q2

EMPLOYED Q4

CREDENTIALS





BCY 21 Performance Overview for Board Contracted Measures– Exceptions Report

Child Care Performance Measure	
Problem	TWC placed all workforce boards on an enrollment freeze in June 2020. Due to attrition, enrollments went down to 8,792 during the freeze. In October, TWC provided WSA with a new enrollment target of 9,544. The enrollment freeze and subsequent increase in enrollment target caused the Child Care Services (CCS) Contractor to have negative performance.
Actions	<ul style="list-style-type: none"> • The Child Care Committee was briefed in October 2020 and January 2021. • CCS staff have been working overtime and shifting resources to meet the new enrollment target. • Several of the families on the waitlist were not eligible due to the work requirement and the impact COVID had on employment. • CCS staff sent mass messages to parents, providers, and community partners to promote open intake. Websites were updated and social media was used to update community. • CCS has made steady progress and plans to meet the new performance target in February. • WSA will continue to monitor progress and provide updates to Child Care Committee.

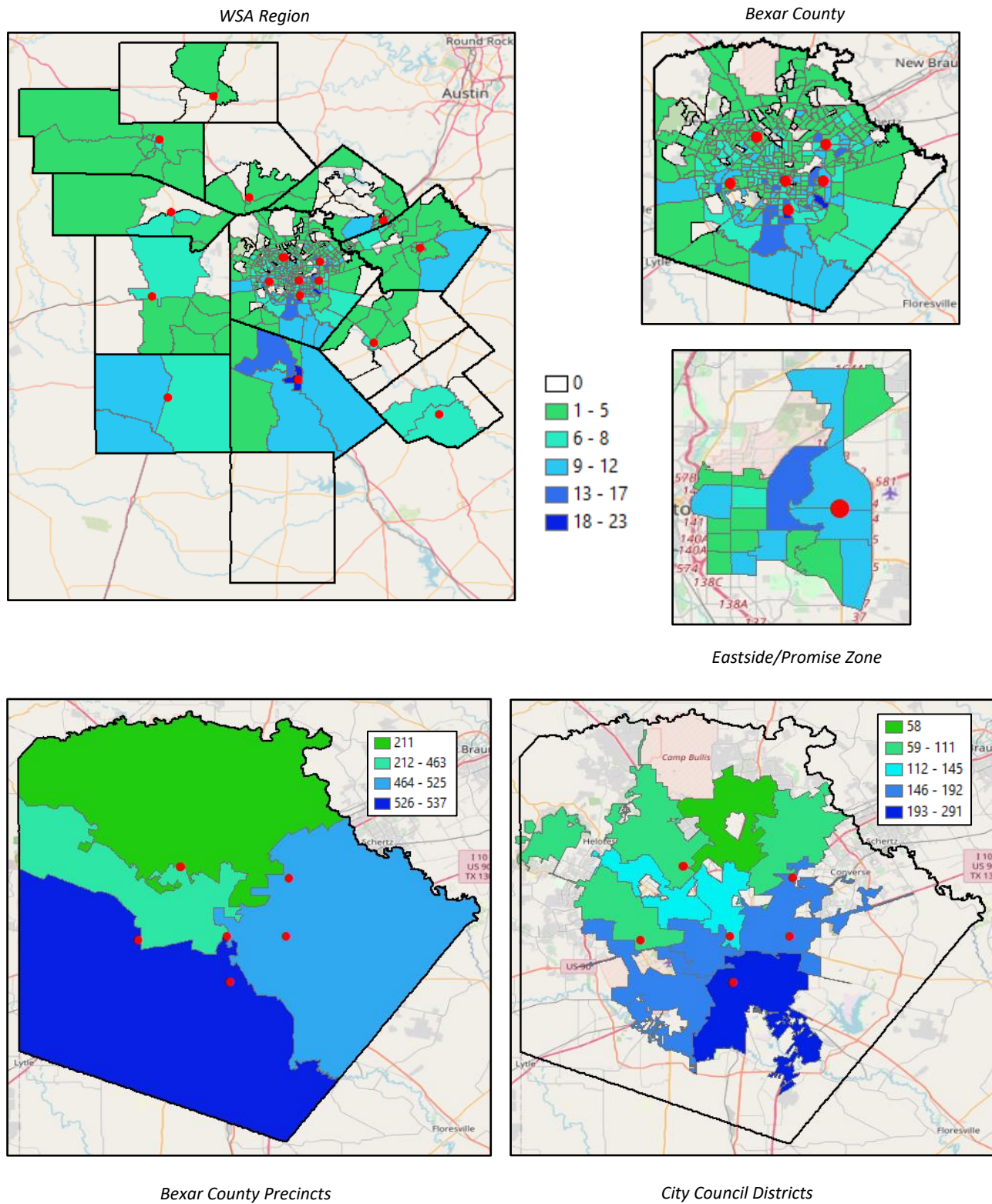
Exception Report for WIOA Dislocated Worker (DW) Program Employment Q2 After Exit	
Problem	Not meeting the DW Employed Q2 Post Exit – measure
Actions	<ul style="list-style-type: none"> • Reviewed the WIOA DW case closures from July 2019 to December 2019 to determine if continued employment existed through the 1st quarter of 2020. <ul style="list-style-type: none"> ▪ Conducted case closure review to determine if an exclusion existed that would remove them from performance. ▪ Conducted a review of customers who were not employed during this period to see if there were wages missed and/or supplemental. ▪ Conducted review to Identify individuals who appear in the Unemployment Insurance (UI) wages list that identified loss of employment during the above Quarter. ▪ Plan to rerun reports based on a change in TWC methodology of reporting from TWC Adam Leonard. • The affected Quarter is in the beginning of the Pandemic and may have contributed to employment losses. • WSA Board staff continues to work with C2 Global staff to provide technical assistance as needed.

WIOA Youth Q2 After Exit	
Problem	Currently, WIOA Youth is not meeting the Youth Q2 After Exit – Measure
Actions	<ul style="list-style-type: none"> • Reports: WIOA Employed/Enrolled Q2, WIOA Employed/Enrolled Q4, WIOA Credential Rate are being ran monthly. Moving forward these reports will be conducted bi-weekly, as a proactive approach to ensure performance measures are exceeded. • Case Closure reviews were conducted to identify if any exclusions were rendered, removing youth from performance. • Contractor staff are revising cases that were exited and submitting DINT request to record quarterly wages for youth that were verified as currently employed. Performance Measure- Youth Q2 After Exit, will be met once cases are updated. • COVID 19 also contributed to the negative impact, regarding Q2 2020. • WSA Board staff continues to work with Youth Contractor staff to provide guidance and technical assistance as needed.

Year-to-Date (Oct 2020 - Jan 2021) Program Participants

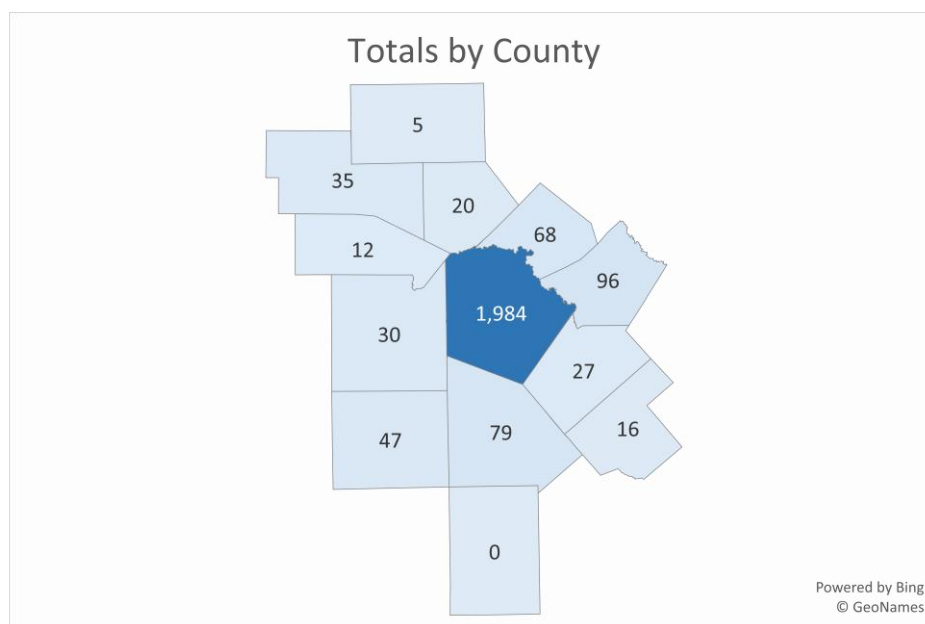
The following maps show geocoded residential addresses of program participants.

Due to geocoding limitations, the maps commonly show an undercount



Program Participants by County of Residence
Program Year 2020 (Oct 2020 - Jan 2021)
Workforce Solutions Alamo

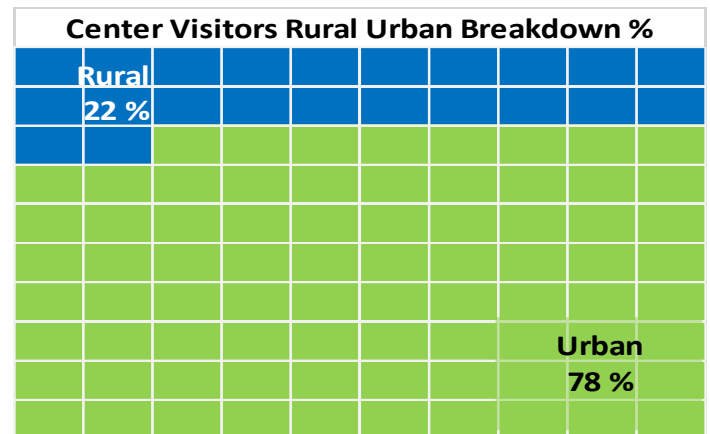
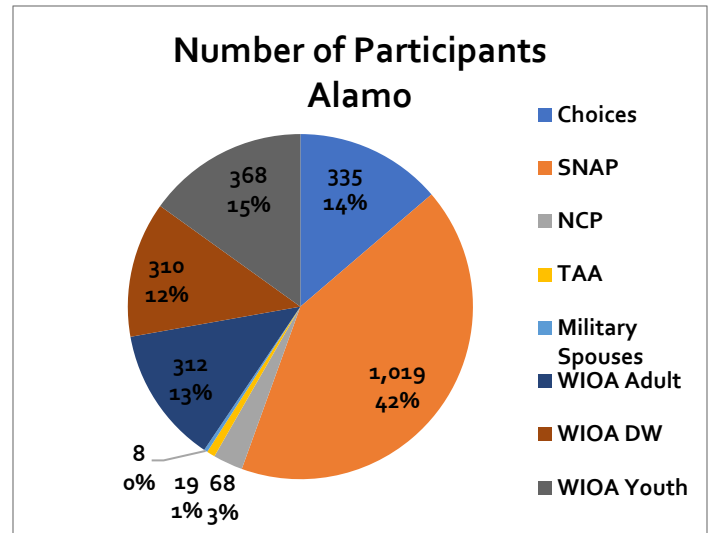
COUNTY	CHOICES	SNAP	NCP	TAA	Military Spouses	Adult	DW	Youth	Total
ATASCOSA	4	12	0	1	0	20	27	15	79
BANDERA	0	1	0	0	0	3	3	5	12
BEXAR	317	958	68	17	8	214	179	223	1,984
COMAL	7	4	0	1	0	12	19	25	68
FRIO	0	4	0	0	0	6	23	14	47
GILLESPIE	0	0	0	0	0	3	0	2	5
GUADALUPE	2	17	0	0	0	18	19	40	96
KARNES	1	1	0	0	0	2	5	7	16
KENDALL	0	0	0	0	0	4	7	9	20
KERR	1	2	0	0	0	15	3	14	35
MCMULLEN	0	0	0	0	0	0	0	0	0
MEDINA	0	3	0	0	0	5	13	9	30
OTHER	3	12	0	0	0	2	2	1	20
WILSON	0	5	0	0	0	8	10	4	27
Total	335	1,019	68	19	8	312	310	368	2,439



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

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

Oct 2020 -Jan 2021 Center Traffic			
Center	Inbound Contacts	Outbound Contacts	Visitors
E Houston	1,723	4,816	2,006
Datapoint	4,147	13,050	2,971
Marbach	2,069	19,672	3,052
Sth Flores	4,441	38,768	3,083
Walzem	3,248	70,269	1,827
Urban	15,628	146,575	12,939
Bandera	24	48	32
Boerne	141	6,849	94
Floresville	294	8,176	144
Fredericksburg	6	14	1
Hondo	346	677	189
Kenedy	168	2,153	67
Kerrville	385	9,794	248
New Braunfels	894	13,815	2,874
Pearsall	480	592	158
Pleasanton	509	2,414	426
Seguin	538	25,085	73
Rural	3,785	69,617	4,306
Grand Total	19,413	216,192	17,245
Note: <i>Contacts</i> are the number of emails and phone calls made by Telework Staff. <i>Visitors</i> are the number of customers that visited a workforce center.			



Top 10 Center Visit Reasons (Year-to-date)			
Visit Reason	Urban	Rural	Total
04. I'm here to use the resource room.	9,119	1,612	10,731
14. Job Search/Referral	465	2,148	2,613
30. Virtual Services	990	929	1,919
I am here to see a specific staff member	1,358	477	1,835
08. RESEA Orientation	1,145	216	1,361
11. WIOA Orientation	66	977	1,043
02. I need help finding a job.	617	391	1,008
25. Disaster Assistance	385	622	1,007
18. Support Services	187	814	1,001
16. Training Services	207	690	897
NOTE: Center Visitors may self-report multiple visit reasons while checking-in on VOS Greeter.			

Labor Market Exchange Summary(Oct 2020 - Jan 2021)

WorkInTexas (WIT) data

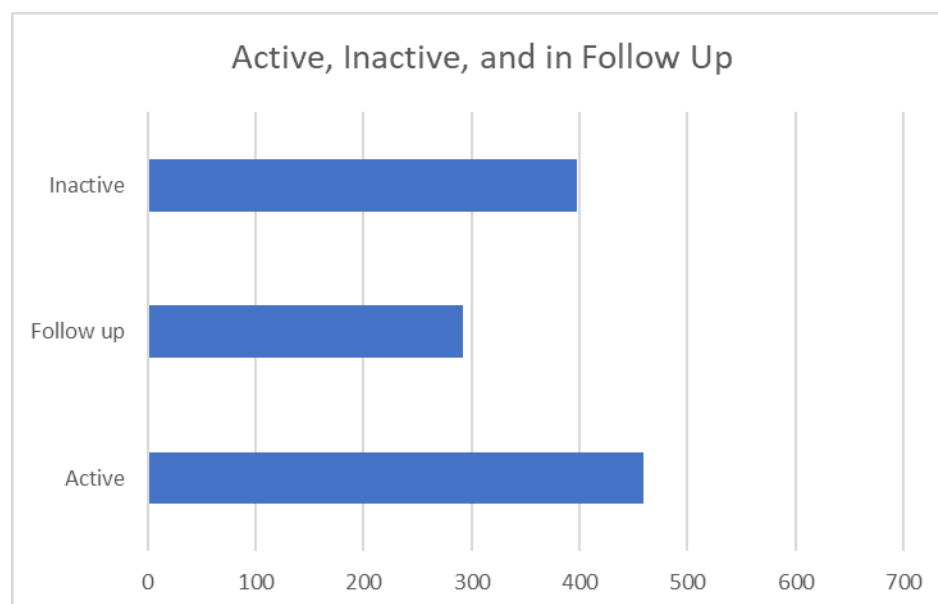
- Total placements: 2,197
- Job Orders: 9,503
- Active Job Seekers: 150,650
- Employers with Job Openings: 1,119

RECAP: Caseloads by Program and County
Snapshot as of 02/01/2021

COUNTY	PROGRAM								Grand Total
	CHOICES	MILITARY SPOUSE	NCP	SNAP	TAA	WIOA ADULT	WIOA DW	WIOA YOUTH	
Atascosa	3	0	0	2	0	25	26	14	70
Bandera	0	0	0	0	0	3	5	5	13
Bexar	83	21	38	68	10	169	133	185	707
Comal	1	0	0	1	1	26	33	28	90
Frio	0	0	0	1	0	17	28	15	61
Gillespie	0	0	0	0	0	3	0	0	3
Guadalupe	1	0	0	10	0	12	7	35	65
Karnes	1	0	0	0	0	1	5	9	16
Kendall	0	0	0	0	0	9	8	18	35
Kerr	0	0	0	0	0	21	5	11	37
Medina	0	0	0	0	0	5	13	8	26
Wilson	0	0	0	0	0	7	8	10	25
Grand Total	89	21	38	82	11	298	271	338	1,148

RECAP: Active, Inactive, and In Follow Up
As of 02/01/2021

Status	PROGRAM								Grand Total
	CHOICES	MILITARY SPOUSE	NCP	SNAP	TAA	WIOA ADULT	WIOA DW	WIOA YOUTH	
Active	85	1	33	71	11	80	39	139	459
Follow up	0	19	0	0	0	101	77	95	292
Inactive	4	1	5	11	0	117	155	104	397
Grand Total	89	21	38	82	11	298	271	338	1,148



RECAP: # of Days Inactive by Fund and County
Snapshot as of 02/01/2021

FUND	COUNTY	# of Days Inactive					Grand Total
		<45	45-59	60-74	75-89	90-104	
WIOA YOUTH	Atascosa	3	0	0	3	0	6
	Bexar	53	3	11	2	1	70
	Comal	5	1	0	0	0	6
	Frio	2	0	0	0	0	2
	Guadalupe	7	0	0	1	0	8
	Karnes	1	2	1	0	0	4
	Kendall	7	1	0	0	0	8
	Wilson	1	0	1	0	0	2
WIOA YOUTH Total		79	7	13	6	1	106
WIOA DW	Atascosa	16	0	0	0	0	16
	Bandera	3	0	1	0	0	4
	Bexar	74	0	4	2	1	81
	Comal	15	0	0	0	0	15
	Frio	14	1	0	0	0	15
	Guadalupe	4	0	0	0	0	4
	Karnes	4	0	1	0	0	5
	Kendall	1	1	0	0	0	2
	Kerr	3	0	0	0	0	3
	Medina	11	0	0	0	0	11
	Wilson	4	1	0	0	0	5
WIOA DW Total		149	3	6	2	1	161
WIOA ADULT	Atascosa	6	1	0	0	0	7
	Bexar	62	6	3	2	1	74
	Comal	8	0	0	0	0	8
	Frio	3	0	0	0	0	3
	Gillespie	1	1	0	0	0	2
	Guadalupe	3	0	0	0	0	3
	Karnes	1	0	0	0	0	1
	Kendall	6	1	0	0	0	7
	Kerr	7	0	0	0	0	7
	Medina	2	0	0	1	0	3
	Wilson	2	0	0	0	0	2
WIOA ADULT Total		101	9	3	3	1	117
SNAP	Bexar	15	1	0	0	0	16
	Guadalupe	1	0	0	0	0	1
SNAP Total		16	1	0	0	0	17
NCP	Bexar	4	0	0	1	0	5
NCP Total		4	0	0	1	0	5
MILITARY SPOUSE	Bexar	1	0	0	0	0	1
MILITARY SPOUSE Total		1	0	0	0	0	1
CHOICES	Bexar	6	0	0	0	0	6
CHOICES Total		6	0	0	0	0	6
Grand Total		356	20	22	12	3	413

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
1	Skills Development Fund COVID-19 Special Initiative	Statewide Initiative	Skills Development Funds to respond to industry and workforce training needs. Partner with public community and technical colleges, TEEEX, or community-based organizations to provide customize training in a timely and efficient manner.	C2 GPS, Businesses, Alamo Colleges, DC1/New Apprenticeships, In Jesus Name Amen (IJNA), The Health Collaborative, Lone Star Trades, Senior Care Services	Performance and Expenditures Projections at the following intervals: • 25% of the grant period, • 50% of the grant period; and • 75% of the grant period.	5 training providers submitted training applications under this grant and were approved by TWC. 87 job seekers completed Pre-Apprenticeship Electrical Training. Home Health Aide Training., Community Health Worker Training, Digital Marketing, Data Analyst or Cyber Security Training. Employment verification underway.	In-progress	Competition with other available grants and special initiatives for jobseekers.
	\$287,500							
	6/9/2020	6/30/2021						
2	Disaster Recovery Dislocated Worker Grant - COVID-19	Statewide Initiative	Disaster grant funds to assist individuals residing in the Alamo 13 County region affected by COVID-19 find temporary employment in response to major economic dislocations. TWC increased the grant award up to \$4.8 million.	C2 GPS, SA Food Bank, Salvation Army, New Braunfels Food Bank, River City Outreach, Madonna Center, and R3 Student Outreach.	Provide disaster relief employment and support services to *255 dislocated workers (DW). *The grant award increased the total served from 122 to 255. A Contract Action Request was sent and approved by TWC in Feb 21 to include training as another option for DW. TWC contract amendment is pending.	1. 88-Active Participants 2. 77-In Subsidized Employment 3. 20-Program Exiters 4. 3 -Entered Full Time employment	In-progress	Competition with other available grants and special initiatives for jobseekers. Lack of job seekers interested in disaster relief employment. (note: WSA requested an amendment to the NDW contract to offer training as another option for jobseekers).
	\$4,859,231.00							
	5/5/2020	3/31/2022						
3	Hiring Red, White & You!	Workforce Commission Initiatives (WCI)	10th Annual Job Fair event (statewide) for Transitioning Service Members, Veterans, Military Spouses, and the Public. TWC will determine if the 2021 event will be a Virtual Job Fair via virtual platform or in person event, or a combination of both. Event date and funding amount: TBD.	Veteran Coalitions/ Event Planning Committee Members: (numerous partners including JBSA, TVC, TVLP, MOAA, USO, VRS, City of San Antonio EDF, Alamo Colleges, Bexar County Veterans Service Center, RBFCU, Texas Veterans Network (formerly TX SERVES SA), Wounded Warriors, C2 GPS, SERCO.	2020 9th Annual HRWY Event via the Premier Virtual Platform. 1. 160+ Employers, 25 Veteran Resource Village (VRV) Booths, 6 Information Booths (Programs, Grants and Special Initiatives) 2. 500-1,000 Job Seekers 3.Promote the event among Multi Board areas: Alamo, Rural Capital, Cental Texas and Capital Area.	2020 9th Annual HRWY Virtual Job Fair Attendance/Outcomes 1. Employers - 131 2. Jobseekers - 925 (Veterans - 388, Non Veterans- 537). 3. Veterans Information Village - 16. 4. On-site hires - 70. More Employers were expected to make additional hires days/weeks after the event.	In-progress	Jobseekers tend to wait until a few days before to register for the virtual events. City and County social distancing guidelines in place in the fall of 2021 will determine the size of venue (if TWC allows in an in person event).
	\$10,000							
	10/1/2020	9/30/2021						
4	Career in Texas Industries/Youth Career Fair Events	Workforce Commission Initiatives (WCI)	"YourFutureStartsWithYES!"- Career Pathways Event Date/Location- 12/15/2020/Virtual Premier Platform Annual Career Pathways event for students. Careers in Texas Industries or Youth Career events for middle-school, high school, and postsecondary students, including employer exploration of career opportunities in industry. Information of career opportunities including pathways to in-demand careers, networking, internships, mentorship and other applied learning opportunities.	Career Pathways Planning Committee (Includes Independent School Districts & SA Works, & other partner agencies), C2 GPS, SERCO.	2020 Virtual Career Pathways Event Goals will depend based on In-Person or Virtual 1. 250-500+ students 2. 20 Employers 3. 20 Presenters	2020-2021 Virtual Career Pathways Event Outcomes: 1. 167 students 2. 10 Employers 3. 10 Presenters	In-progress	As a result of COVID-19, our challenge was transitioning to a virtual event, impacting the commitment of student attendees. The event was an overall success and the full report can be administered separately.
	\$50,000							
	10/1/2019	9/30/2021						
5	Excellence in Rural Service Delivery	Workforce Commission Initiatives (WCI)	New TWC funding focused on innovative strategies to expand accessibility and services in the most rural and remote areas of the Alamo region.	AACOG > Five (5) partner locations in rural areas: Bandera Library, Fredericksburg Hill Country University, City of Diley, Schertz Library, McMullen County. > Commissioner Rodriguez (rural area in Bexar County).	1. 5 Kiosks in rural counties and 1 Kiosk in rural area of Bexar County 2. Relocation of two satellite offices (Bandera and Fredericksburg) 3. Explore/research Mobile unit	1. Kiosks have been ordered 2. Located new locations for Bandera and Fredericksburg 3. Mobile unit - in continued research by Board Staff and Board of Directors. Current milestones moving according to timeline/plan.	In-progress	Finalizing procedures, will schedule staff training, integration with WSA IT network structure, customer 'call center' and staffing infrastructure.
	\$41,000							
	10/1/2019	9/30/2021						

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
6	Teacher Externship	Statewide Initiative	TWC approved a 2020 revised plan to provide teacher externship curriculum during Fall 2020, Spring and Summer 2021 to 150 middle and high school teachers and counselors.	Alamo STEM Coalition	1. Register 150 teachers 2. Successful have 140 teachers complete the program 3. Recruit 15 companies/ organizations for virtual externship experiences	Made contact with new industry partners and re-established with industry partners in the past to start creating clusters.	In-progress	The pandemic has affected subcontractor partners resulting in the reassignments faculty and turnovers.
	\$160,000							
	7/15/2019	8/31/2021				In addition, develop a list of industries by cluster for a virtual platform to be completed on November 1st.		
7	Teacher Externship Plus	Statewide Initiative	TWC approved the 2020 revised plan to increase sustainability of externship services and ensure replicate in the communities.	Alamo STEM Coalition	1. Build sustainability/capacity 2. Replicate the program in communities outside of San Antonio 3. Recruit 150 teachers for Fall 2020, Spring & Summer 2021 Events (virtual teacher externships) 4. Digital Badging: Collaboration efforts between ESC-20 and Up Partnership continue to develop the Implementation Guide for teachers to track students' progress.	Harlandale ISD and Southwest ISD have been contacted to replicate the program in their districts. Currently, the program has been replicated in 6 Independent School Districts (ISD) that include Seguin, Navarro, Marion, Schertz-Cibolo-Universal City, Comal and New Braunfels.	In-progress	The pandemic has affected subcontractor partners resulting in the reassignments faculty and turnovers.
	\$90,000							
	7/15/2019	8/31/2021				In addition, discussions regarding the Digital Badging implementation continue with Up Partnership.		
8	Women's Entrepreneurship Bootcamp	Statewide Initiative	TWC made funding available to provide 1-day physical and virtual entrepreneurship bootcamp for eligible women.	UTSA = main partner delivering bootcamp. Partner locations for virtual bootcamp: South Texas Regional Training Center (Hondo), Coastal Bend College (Pleasanton), Alamo Colleges (Central Texas Technology Center, Seguin/New Braunfels)..	1. In-person bootcamp: 20 participants x 8 sessions = 160 participants 2. Virtual bootcamp: 10 participants x 8 sessions = 80 participants 3. Curriculum development for women entrepreneurs.	MOUs in and contracts/agreements in place. Bootcamps were successfully conducted January and February 2020. In-person bootcamps were transmitted to virtual sites via WebEx. Targeted participants were 50 for each bootcamp. For both bootcamps- registered participants were 144. Actual attendees were 58. Extensive outreach resulted in increased registrations in March, April, May bootcamps. These were subsequently cancelled. The first session in June was cancelled due to short time-frame to collect eligibility docs. The session on July 16, 2020 was conducted. For this session 39 participants registered and 7 participants attended. Additional bootcamps include July 27, 3030 with 3 participants and 10 registrants, August 3, 2020 with 13 participants and 81 registrants, August 24, 2020 with 7 participants and 41 registrants, September 14, 2020 with 17 participants and 52 registrants, September 28, 2020 with 2 participants and 10 registrants. Total registrants are 509 with 150 participants.	In-progress	Main partner's capacity (they took on this additional initiative), identification and coordination of virtual partner locations, technology to stream virtual bootcamps, curriculum development copyrights. The pandemic caused the bootcamps to be cancelled in March, April, May. An alternative plan was submitted to TWC as May 18, 2020. The plan included the increased capacity for WebEx at UTSA to 200 individuals per session, that allows continuation of bootcamps virtual at all sites. Cancellation of in-person sessions, since, UTSA remains closed for in-person classes through August. The proposed plan will target registrants in the Jun-Aug 2020 bootcamps inviting them to attend virtual sessions Jun-Aug 2020. Curriculum was modified to accommodate the new delivery format. The sessions timeframe has changed to half day sessions, two sessions per month, one in Spanish and one in English. Challenges for these final bootcamps included gathering eligibility docs during COVID.
	\$58,200							
	7/26/2019	8/31/2021						

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
9	Texas Industry Partnership	Statewide Initiative	Support South Texas Electrical JATC, a 501(c)(3) electricians and technologies apprenticeship program develop a Certified Building Industry Consulting Service International (BICSI) Lab as an Authorized Training Facility (ATF).	South Texas Electrical JATC, a 501(c)(3) nonprofit electricians and technologies apprenticeship program, as registered with the U.S. Department of Labor.	Development of a Certified Building Industry Consulting Service International (BICSI) Lab, and be recognized as a BICSI Authorized Training Facility (ATF).	Reimbursement requested and made to JATC for the cost of the equipment purchased by JATC for the BICSI Lab. JATC also requested and received approval from TWC to purchase Desks, Tables/SMART Board Interactive Display for the students. First class conducted on January 11, 2021. 7 students completed training.	In-progress	Outreach and recruitment efforts for training classes have been a challenge. Currently recommendations/referrals for students are coming from Industry contractors, Local Unions and WSA.
	\$64,000							
10	WIOA ITAs Urban	Statewide Initiative	Leftover balance of Statewide Initiative funds must be used toward ITAs. Upskilling of WIOA participants with industry-recognized credentials in in-demand occupations	C2 GPS	> 13 - 14 participants enrolled in credentialing educ/training. > 8 - 9 obtain an industry-recognized credential.	No further action required.	Funding reallocated	Funding was repurposed to the Women Entrepreneurship Bootcamp, ATEEMS and Teacher Externship Plus. Action approved by TWC
	\$48,000							
	7/26/2019	8/31/2021						
	WIOA ITAs Rural	Statewide Initiative		SERCO	> 2 - 3 participants enroll in credentialing educ/training. > 1 - 2 obtain an industry-recognized credential.	1 Pharmacy Technician- Start date: 02/2020. Youth completed internship. Training completed and credential earned.	No further action	Funding was utilized, no further action required.
	\$10,861							
	7/26/2019	8/31/2021						
11	RESEA	Reemployment Services	Provide Unemployment Insurance (UI) Claimants with access to resources, tailored labor market information, career services, and potential co-enrollment in the WIOA Dislocated Worker program, and obtain employment.	C2 GPS	Boards are to provide all required RESEA services within 7 days at a minimum of 60%. TWC sends a monthly report that identifies the percentage of RESEA participants that receive services within 7 days.	The January 2021 RESEA report showed WSA is at 92%. No action required.	In progress	The Workforce Career Centers were closed in March 2020 due to COVID-19. and TWC suspended all RESEA outreach. RESEA outreach was reinstated.
	\$526,998,00							
12	Youth Job Skills/Urban	WIOA Youth	TWC funding to support 5 Boards with the highest # of dropouts and youth UI Claimants. To develop strategies to provide enhanced service delivery to Out-of-School without a secondary school diploma/equivalency, disadvantaged youth, and areas with high poverty rates.	C2 GPS ESC-20, Savant,	1. Enrollments: 42 youth 2. HS enrollment: 21 3. HS/equiv. completion: 7 4. Post-Sec Enrollment: 12 5. Post-Sec Credential: 4 6. Job Placement: 8	1. Enrollments: 19 youth 2. HS enrollment: 11 3. HS/equiv. completion: 0 4. Post-Sec Enrollment: 6 5. Post-Sec Credential: 2 6. Job Placement: 0	In progress	Currently the Urban Youth Program is on a PIA for failure to meet/make progress regarding grant deliverables. However, Urban has made extreme improvement with the implementation of the PIA. New Special Project Managers will be submitting service plan for the remaining enrollment numbers.
	\$205,920							
	10/1/2019	8/31/2021		SERCO BCFS, ESC-20, Alamo Colleges, Caterpillar	1. Enrollment: 12 youth 2. HS enrollment: 5 3. HS/equiv. completion: 2 4. Post-Sec Enrollment: 3 5. Post-Sec Credential: 1 6. Job Placement: 2	1. Enrollment: 12 youth 2. HS enrollment: 5 3. HS/equiv. completion: 2 4. Post-Sec Enrollment: 3 5. Post-Sec Credential: 1 6. Job Placement: 2	In progress	Very little challenges as outreach efforts are becoming more successful and more opportunity youth are being enrolled under Job Skills Initiative.
	Youth Job Skills/Rural	WIOA Youth						
	\$51,480							
	10/1/2019	8/31/2020						
13	Military Family Support Program	WIOA Adult Statewide	On-site services at Military and Family Readiness Centers at JBSA Ft. Sam Houston, Lackland and Randolph located for military spouses, including job search, assessment, labor market information, resume writing, interviewing skills, support services, training in high demand occupations and placement. 1 full time C2 Career Counselor is assigned to the MFSP grant.	C2 GPS Joint Base SA	2021 Goals: 1. # Provided Assessments - 31 2. # Participants Enrolled - 31 3. # Receiving Supportive Services- 3 4. # Participants Trained - 3 5. # Participants Receiving Certifications - 3 6. # Entered Employment: 25 (Grant period: 01/01/21 through 12/31/21) Goals will be adjusted once non-essential workers are allowed back on the military bases.	1. # Provided Assessments -4 2. # Participants Enrolled -4 3. # Receiving Supportive Services-0 4. # Participants Trained - 0 5. # Participants Receiving Certifications- 0 6. # Entered Employment: 1	In progress	Difficult to enroll in certain activities (due to spouses' occupational goals, military active duty spouses unexpected reassignment and COVID-19. Counselors were not allowed on base during 2020 due to COVID-19.
	\$222,630							
	1/1/2021	12/31/2021						

WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS								
#	Initiative/Grant	Funding	Description	Partners	Goals	Outcomes	Status	Challenges
14	HPOG Grant	Alamo Colleges Subgrant	TANF recipient co-enrollment/case management with provision of supportive services (including utility, transportation and housing assistance and referral to resources such as childcare), Placement services for participants of Health & Human Services-Health Professions Opportunities Grant ("HPOG"). Individuals must meet eligibility and demonstrate a need for skills and training to enter the workforce.	Alamo Colleges, C2 GPS hires 1 staff	25 applicants by 2/15/20 2 9 applicants by 5/30/20 3. Medical Front Office certificate: 20 by 6/30/20 to 8/30/20. 4. Provide 25-30 hours of OJT and health care employment services. 5. Job placement: 25 participants by 9/29/20	34 applicants by May 30, 2020 is target. Accomplished Goal 1 and 2 successfully with 25 applicants by 2/15/2020 and 9 applicants by 5/30/2020. Of the 25 applicants, 0 were selected. Of the 9 applicants by 5/30/20 3 were selected and 1 secured a job. June Medical Front Office training is anticipated pending COVID-19 changes by Alamo Colleges. For the MFO class 200-300 participants were reviewed, 24 met eligibility criteria for HPOG. Of 24, 12 will start the MFO class. 7/15/2020-WSA is behind on targets, adding 4 WSA MFO participants for July/August cohort. Provided 25-30 OJT hours of OJT ad healthcare employment services. Job placements: 25 participants by 9/29/20. Grant ended 9/29/20. Training provider Goodwill was unable to recover from COVID impacts, therefore, could not provide training. Alamo Colleges provided training for 5 participants. 2 participants remain active. The certification exam was extended through December 2020.	In-progress	Identification of eligible applicants, conflicting goals between TWC/WSA TANF requirements and HPOGs timelines (TWC/WSA is 'work-first' not long-term training), COVID-19: direct impact on training schedule forces participants out of the timeline to participate. COVID 19 has made it difficult to bring participants back in to complete missing paperwork. Team has been instructed to identify new eligible participants to hit targets. Classes have been moved or delayed due to low recruitment. COVID Related Training affected this grant.
	\$81,870							
	10/1/2019	9/29/2020						
15	TechWorks Grant	Alamo Colleges Subgrant	Referrals, recruitment, job placement assistance for participants with some college but no degree, Veterans, Promise Zone residents, unemployed and underemployed individuals. Must meet Tech Works' eligibility and demonstrate a barrier: long term unemployment-over 27 weeks unemployed, limited English proficiency, disability, childcare needs, housing assistance, prior criminal convictions, and other barriers to employment identified under WIOA.	Alamo Colleges, C2 GPS hires 1 staff	1. Refer 20 eligible applicants by 2/30/20. 2. Refer 20 eligible applicants by 4/30/20. 3. Refer 20 eligible applicants by 6/30/20. 4. Job Placement: 50% (30) participants by 12/1/2020.	40 eligible applicants by 4/30/20 is target. 24 applicants were referred prior to 2/30/2020 meeting the February target. 65 eligible applicants were referred from February to April 30, 2020 Grant is meeting all targets.7/15/2020-50% of referrals have missing eligibility criteria docs or did not met ACCD egibility criteria. No further activity on this grant. Grant will end in December 2020. An extension has not been received from Alamo Colleges.	In-progress	Implementation of identification of potential eligible applicants and referral system. TechWorks will train participants - subsequent placement requires alignment of business services efforts with employers in the field. COVID 19 has made it difficult to bring participants back in to complete missing paperwork. COVID related challenges affected this grant.
	\$83,580							
	10/1/2019	12/1/2020						
16	Rapid Response	WIOA Dislocated Worker	Provides Rapid Response immediate reemployment services to workers affected by layoffs, plant closings, workers of businesses affected by disasters and foreign trade.	Training Solutions, C2 GPS	Provide immediate reemployment services to affected workers.	Displaced Workers 13,264 from 144 companies, January to Sep 30, 2020	In progress	Tracking outcomes in employment for affected workers, co-enrollment with Dislocated Worker Program.
	\$98,326							
	10/1/2019	9/30/2020						
17	Transitioning Service Members Inventory (Survey)	WIOA Dislocated Worker and Cost Allocated	The Transitioning Service Members Inventory Initiative Survey is authorized by Joint Base San Antonio (JBSA) Fort Sam Houston. Lackland and Randolph and regularly administered by Bexar County staff. WSA Data enters paper responses into database, performs analysis and develops professional/publishing of report twice a year.	JBSA, Bexar Couty	*Publish two reports annually (*JBSA will determine how the TAP classes be held in 2021: virtually or in person based on social distancing guidelines and available data collection devices)	First report: 300 copies published. Second report: 500 copies published. 2732 surveys received. Third report: 500 copies published and distributed in October 2020. Third report copies are available at the entrance to the WSA Board Room.	On Hold	The Transition Assistance Program (TAP) classes were suspended in 2020 due to COVID 19 and no surveys were collected from the transitioning service members. TAP classes resuming in 2021.
	\$6,000							
	10/1/2019	9/30/2021						

Initiative or active but all activities were completed or no additional reporting to Board is currently needed.								
18	Child Care Quality Conference	Workforce Commission Initiatives (WCI)	TWC funding for Board staff travel costs to the TWC Child Care Quality Conference April 24, 2019 in Austin	TWC	Cancelled due to COVID-19	Funding was cancelled due to COVID-19 and removed from the WCI 2021 grant	Inactive	None.
	\$640							
	10/1/2019	9/30/2020						
19	Texas Veterans Leadership Program	Workforce Commission Initiatives (WCI)	TWC funding to support the agency's Texas Veterans Leadership Program (TVLP) staff	TWC/TVLP	Provide funding support to TVLP	Ongoing support.	Ongoing	None.
	\$17,177							
	10/1/2020	9/30/2021						
20	Foster Care Youth Conference	Workforce Commission Initiatives (WCI)	TWC funding of cover Board staff travel costs to the Foster Care Youth Conference	TWC	TWC Foster Care Digital Statewide Conference Spring 2021		Ongoing	None.
	10/1/2020	9/30/2021						
21	Externship for Teachers	Statewide Initiative	TWC funding to transfer the externship management and functions to communities and/or school districts, provide additional externship opportunities during the Fall 2019, and Spring 2020 and advance digital badging in the project.	Steuck & Associates and Alamo STEM Coalition	1. Transfer externship to communities and/or school districts 2. Provide externship training to regional areas 3. Digital badging use for teachers to track students outcomes.	The funding was cancelled due to Coronavirus crisis.	Inactive	The pandemic created a challenge to meet in-person with teachers, employers and continue to host on-site tours.
	\$200,00							
	3/6/2020	2/28/2021						
22	Summer Earn and Learn	Statewide Initiative	Summer Earn and Learn is a statewide strategy that includes work readiness training and paid work experience for students with disabilities during the summer months. TWC-VR is primarily responsible for student recruitment and Workforce staff have the responsibility of identifying and recruiting employers to provide work experience opportunities.	VR		The funding was cancelled due to Coronavirus crisis.	Inactive	The pandemic resulted in the program being cancelled.
	\$							
	4/4/2020	8/21/2020						

CHILD CARE PROGRAM REPORTS

**BCY21 CHILD CARE PERFORMANCE MEASURES
DECEMBER 2020**

Performance

Timeframe			# of Units	BCY21 Target	% Attainment	Status						
Year to Date (YTD) Average Kids Per Day (10/01/20 - 09/30/21)			8,776	9,544	91.95%	-P						
Month	Goal	Actual YTD Units	Percent of Goal	<div>Performance Status Methodology</div> <div>The Measure Status Methodology for BCY 20 will use YTD numbers to calculate performance</div> <div>MP = 95%-105%</div> <div>+P = 105% or above</div> <div>-P = <94.99</div> <div>December 2020</div> <table><tr><td>Texas Rising Star Providers</td><td>132</td></tr><tr><td>Texas School Ready Providers</td><td>30</td></tr><tr><td>Waitlist</td><td>75</td></tr></table>			Texas Rising Star Providers	132	Texas School Ready Providers	30	Waitlist	75
Texas Rising Star Providers	132											
Texas School Ready Providers	30											
Waitlist	75											
October	9,544	8,660	90.74%									
November	9,544	8,673	90.87%									
December	9,544	8,776	91.95%									
January	9,544		0.00%									
February	9,544		0.00%									
March	9,544		0.00%									
April	9,544		0.00%									
May	9,544		0.00%									
June	9,544		0.00%									
July	9,544		0.00%									
August	9,544		0.00%									
September	9,544		0.00%									

Units by County YTD

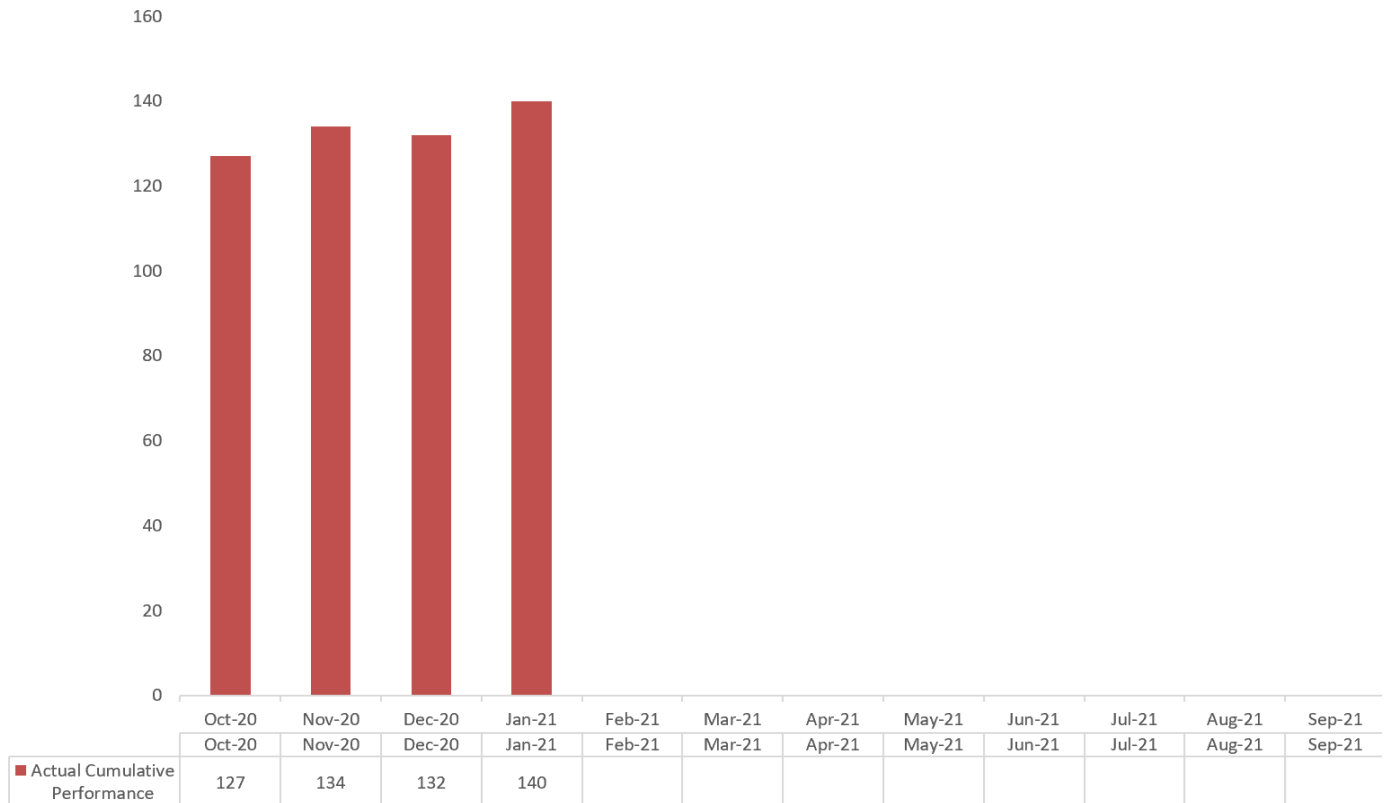
County	Goal	Urban/Rural Discretionary Performance	Discretionary	Mandatory*	CCDF Total	Percent of Goal	DFPS Not Included in Performance
Bexar	7,635	78.30%	6,087	873	6,961	91.17%	604
Rural	1,909	21.70%	1,687	129	1,816	95.15%	158
Atascosa			192	14	206		19
Bandera			47	3	50		7
Comal			370	35	405		41
Frio			54	6	60		10
Gillespie			28	6	34		2
Guadalupe			442	25	467		29
Karnes			7	0	7		2
Kendall			36	8	44		13
Kerr			204	22	226		14
McMullen			0	0	0		0
Medina			181	8	189		11
Wilson			126	2	128		11
Total	9,544		7,774	1,003	8,777		761

Rural units make 21.70% of the total number of year to date Discretionary units.

Urban units make 78.30% of the total number of year to date Discretionary units.

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

Workforce Solutions Alamo
 Child Care Services (CCS) Quality Performance BCY21
 Number of Texas Rising Star Providers



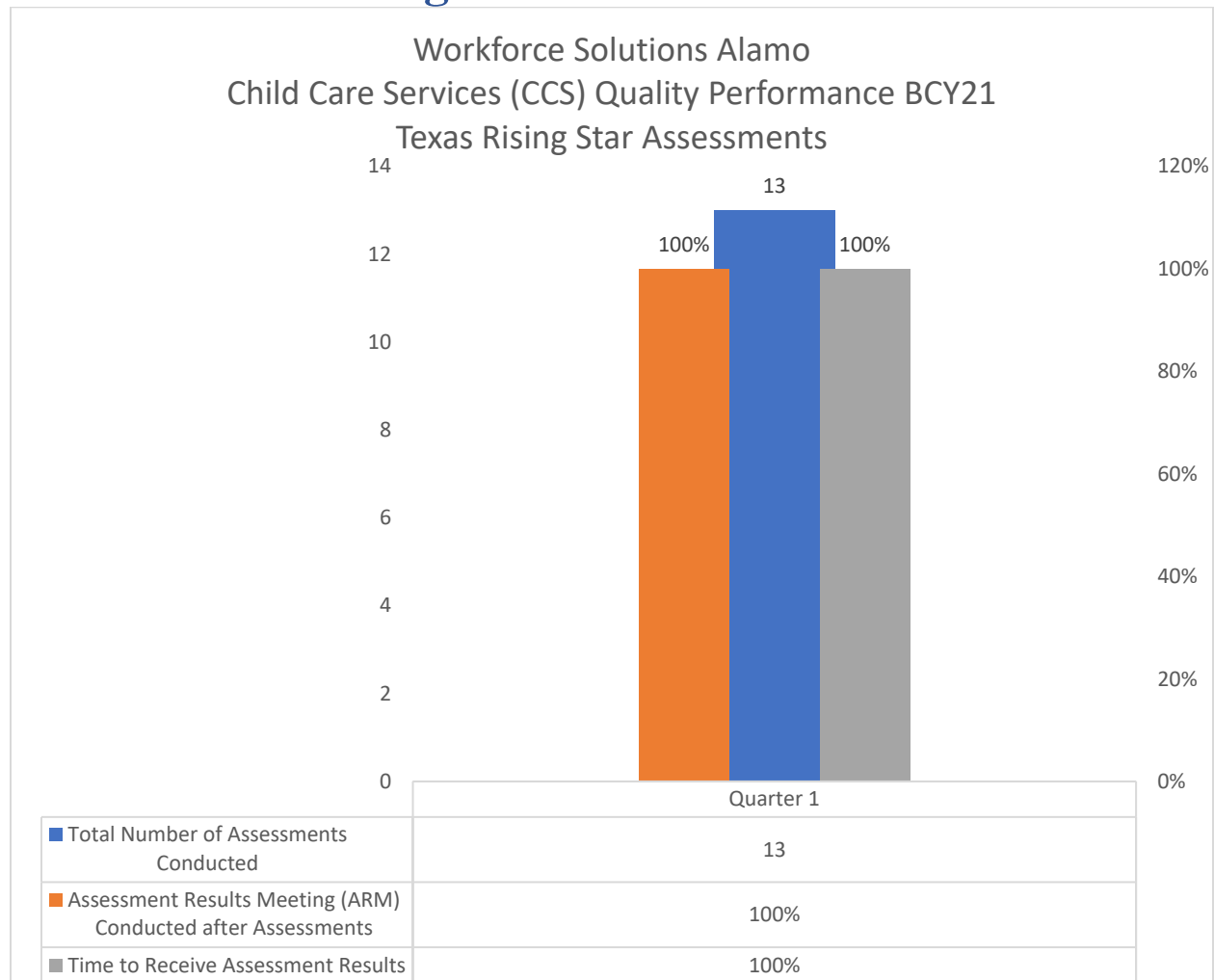
Workforce Solutions Alamo
 Child Care Services (CCS) Quality Performance BCY21
 Increase in Star Level of Texas Rising Star Providers



■ Actual Cumulative Performance

Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
2	0	-1	0								

Texas Rising Star Assessor Performance



Quality Improvement Activities

Mentoring Activities

- Total Texas Rising Star Providers: 134
 - 83 – 4 Star
 - 34 – 3 Star
 - 17 – 2 Star
- 39 zero-star centers (not TRS Certified) being mentored

Current Initiatives/Partnerships:

- Voices for Children – South Texas Trauma Informed Consortium Sector – Early Care and Education. The focus of this group is to work to mitigate the effects of Adverse Childhood Experiences by working together to create a Certified Trauma Informed Bexar County.

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

BUDGETS

WORKFORCE PROGRAM SUMMARY DESCRIPTION

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

Formula-Funded Grants

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Special Grants/Projects

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

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

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

Workforce Commission Initiatives (WCI)

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

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

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

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

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

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

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

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

Fee-for-Service Grants

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

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

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

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

Other TWC Grants

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

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

Program Year (PY) 2019-2020 TWC-Contracted Performance Measures - Glossary		
WIOA Adult	Definition	Current Target
Adult Employed in the 2 nd Quarter	The percentage of WIOA Adult registered participants in unsubsidized employment during the 2 nd quarter after exit from the program.	81.50%
Adult Employed in the 4 th Quarter	Percentage of WIOA Adult registered participants who are in unsubsidized employment during the 4 th quarter after exit from the program.	82.50%
Adult Median Earnings in the 2 nd Quarter	Median earnings of WIOA Adult registered participants during the 2 nd Quarter after exit from the program.	<i>n a</i>
Adult Credential Rate	Percentage of WIOA Adult registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	87.50%
WIOA Dislocated Worker	Definition	Current Target
DW Employed in the 2 nd Quarter	The percentage of WIOA DW registered participants in unsubsidized employment during the 2 nd quarter after exit from the program.	85.20%
DW Employed in the 4 th Quarter	Percentage of WIOA DW registered participants who are in unsubsidized employment during the 4 th quarter after exit from the program.	82.90%
DW Median Earnings in the 2 nd Quarter	Median earnings of WIOA DW registered participants during the 2 nd Quarter after exit from the program.	<i>n a</i>
DW Credential Rate	Percentage of WIOA DW registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	78.30%
WIOA Youth	Definition	Current Target
Youth Employed, in Training, or in Education in the 2 nd Quarter	Percentage of WIOA Youth registered participants in education or training or in unsubsidized employment during the 2 nd quarter after exit from the program.	73.20%
Youth Employed, in Training or in Education in the 4 th Quarter	Percentage of WIOA Youth registered participants in education or training or in unsubsidized employment during the 4 th quarter after exit from the program.	72.30%
Youth Credential Rate	Percentage of WIOA Youth registered participants who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	49.40%
WIOA All Participants	Definition	Current Target
All Participants Employed in the 2 nd Quarter	Percentage of Job Seekers in unsubsidized employment during the 2 nd quarter after exit from the program.	69.00%
All Participants Employed Quarters 2-4 Post Exit	Percentage of Job Seekers in unsubsidized employment during the 4 th quarter after exit from the program.	84.00%
All Participants Median Earnings 2 nd Quarter Post Exit	Median earnings of Job Seekers during the 2 nd Quarter after exit from the program.	\$5,561.00
All Participants Credential Rate	Percentage of Job Seekers who obtain a post-secondary credential or a secondary school diploma or equivalent during participation in or within one year after exit from the program.	60.00%
Employers	Definition	Current Target
Employers Served	Number of employers receiving workforce assistance.	<i>n a</i>
Program	Definition	Current Target
Choices Full Work Rate	Percentage of TANF recipients required to meet work-related participation requirements.	50.00%
Claimant Reemployment	Percentage of unemployment insurance (UI) recipients who re-enter employment within 10 weeks.	<i>n a</i>
Ave # of Children Served	Average number of children receiving subsidized childcare	10,469

Unemployment Insurance (UI) Claimants

Alamo Area

Data: Feb. 28, 2020 to Jan. 29, 2021

Published February 18, 2021



Information about the data

This weekly report includes the Alamo region's 13 counties of Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, McMullen, Medina, and Wilson.

The data are intended to support reemployment and general analysis – and may not perfectly align with federal Unemployment Claim information.

Boards are determined by zip code of record, which is how the UI system assigns the Board. There will be cases where the zip code was incorrectly entered into the system, including claimants not living in the Board area.

Summary information will vary depending on how the data are aggregated.

This report uses Texas Workforce Commission (TWC) claimant data and ad hoc generated data.

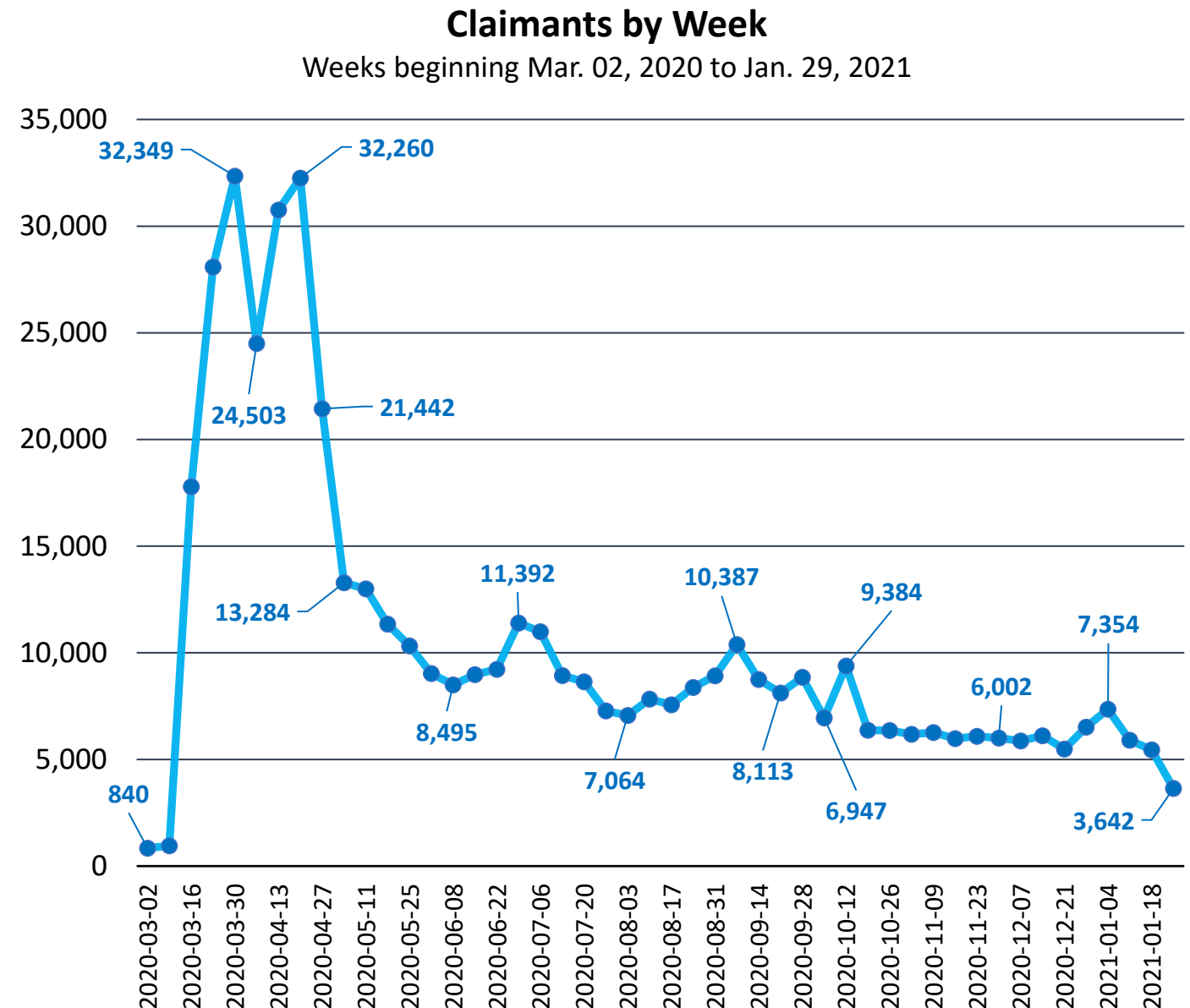
Unemployment Insurance Claimant Data

Published February 18, 2021

This report is based on **341,120 total unique claimants** filing a claim from 02/28/2020 through 01/29/2021.

- New claimants during the previous two weeks (excluding most recent week which is incomplete) averaged 5,677.
- The week of 01/04 saw a bump to over 7 thousand.

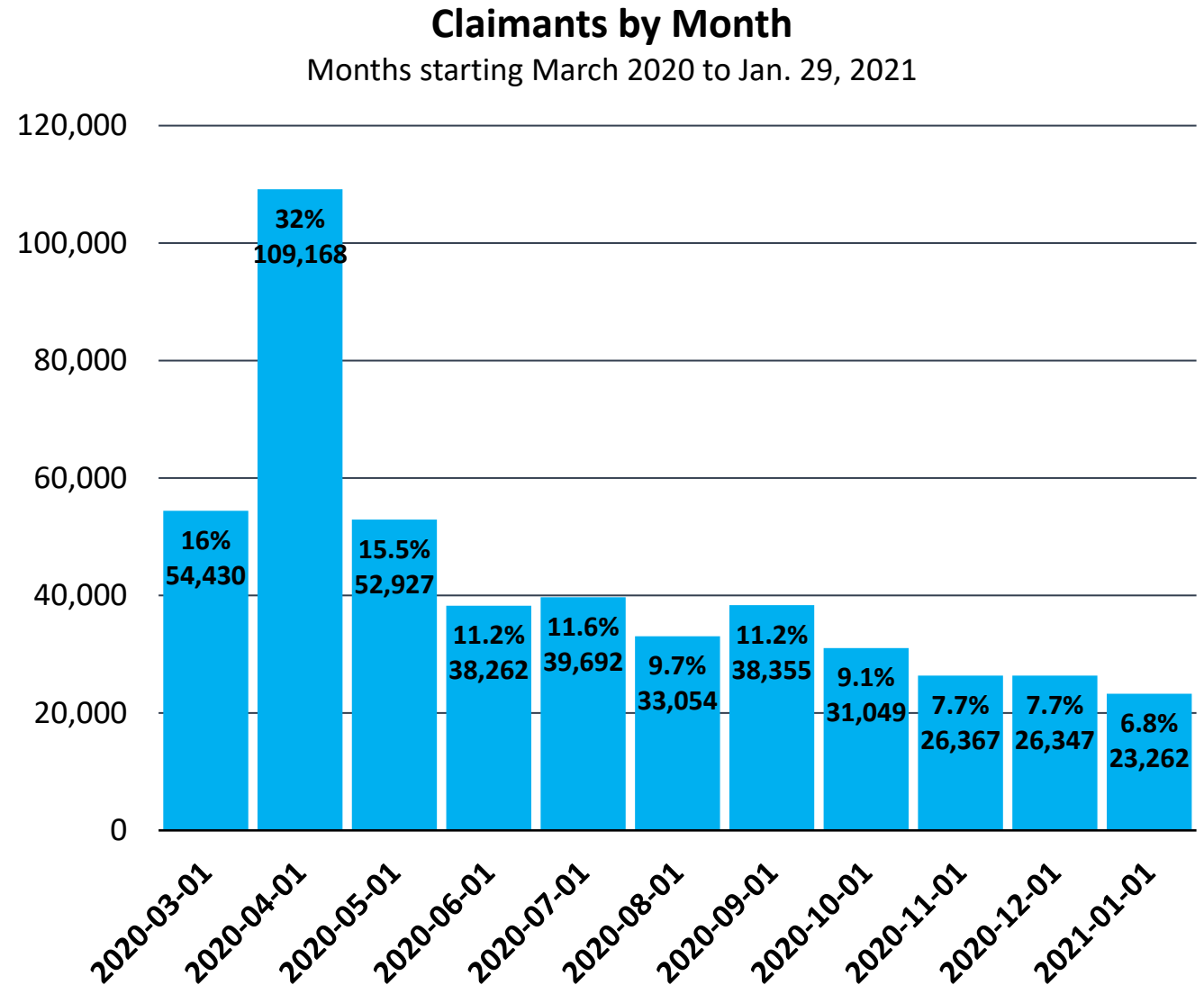
Data counts unique claimants per week.



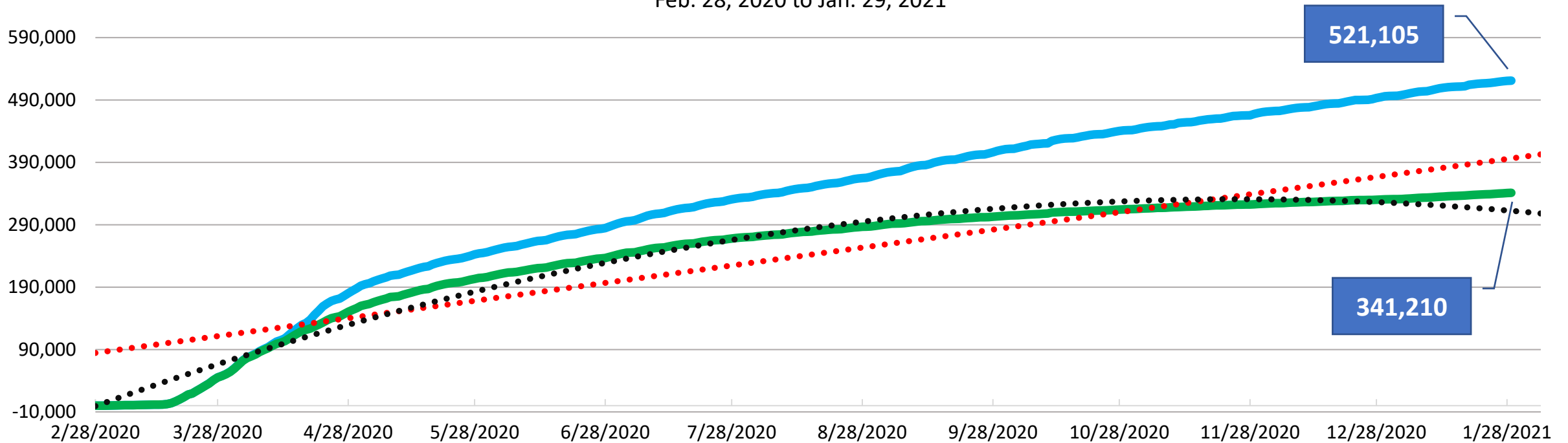
Unemployment Insurance
Claimant Data
Published February 18, 2021

- The figure shows unique claimants per month.
- Month-to-month claims show a decreased of about 11.7% in January.

Data counts unique claimants per month.



Duplicate Claimants (Light Blue) / Unduplicated Claimants (Green)
 Polynomial Trendline (Dark Blue) / Linear Trendline (Red)
 Feb. 28, 2020 to Jan. 29, 2021



Unemployment Insurance Claimant Data

Published February 18, 2021

- We are reporting two trends, unique claimants (green) and duplicated claimants (light blue).
- There have been an estimated 179,895 claimants who have filed multiple claims during the period.
- This suggests that over half of workers (52.7%) filing and initial claim starting 02/28/2020 at some point gained employment and thereafter lost those new jobs and filed additional claims. We see this multiple filing trend in claims beginning around mid-April.

Unemployment Insurance Claimant Data

Published February 18, 2021

66.7% of claimants excluding San Antonio reported the following cities as their place of residence.

City	Claimants	% Tot
NEW BRAUNFELS	14,111	16.10%
CONVERSE	7,136	8.10%
SEGUIN	6,221	7.10%
SCHERTZ	4,175	4.80%
BOERNE	4,095	4.70%
KERRVILLE	3,447	3.90%
CIBOLO	3,293	3.70%
UNIVERSAL CITY	2,791	3.20%
HELOTES	2,747	3.10%
CANYON LAKE	2,341	2.70%
FLORESVILLE	2,235	2.50%
PLEASANTON	2,075	2.40%
LIVE OAK	1,976	2.20%
FREDERICKSBURG	1,907	2.20%

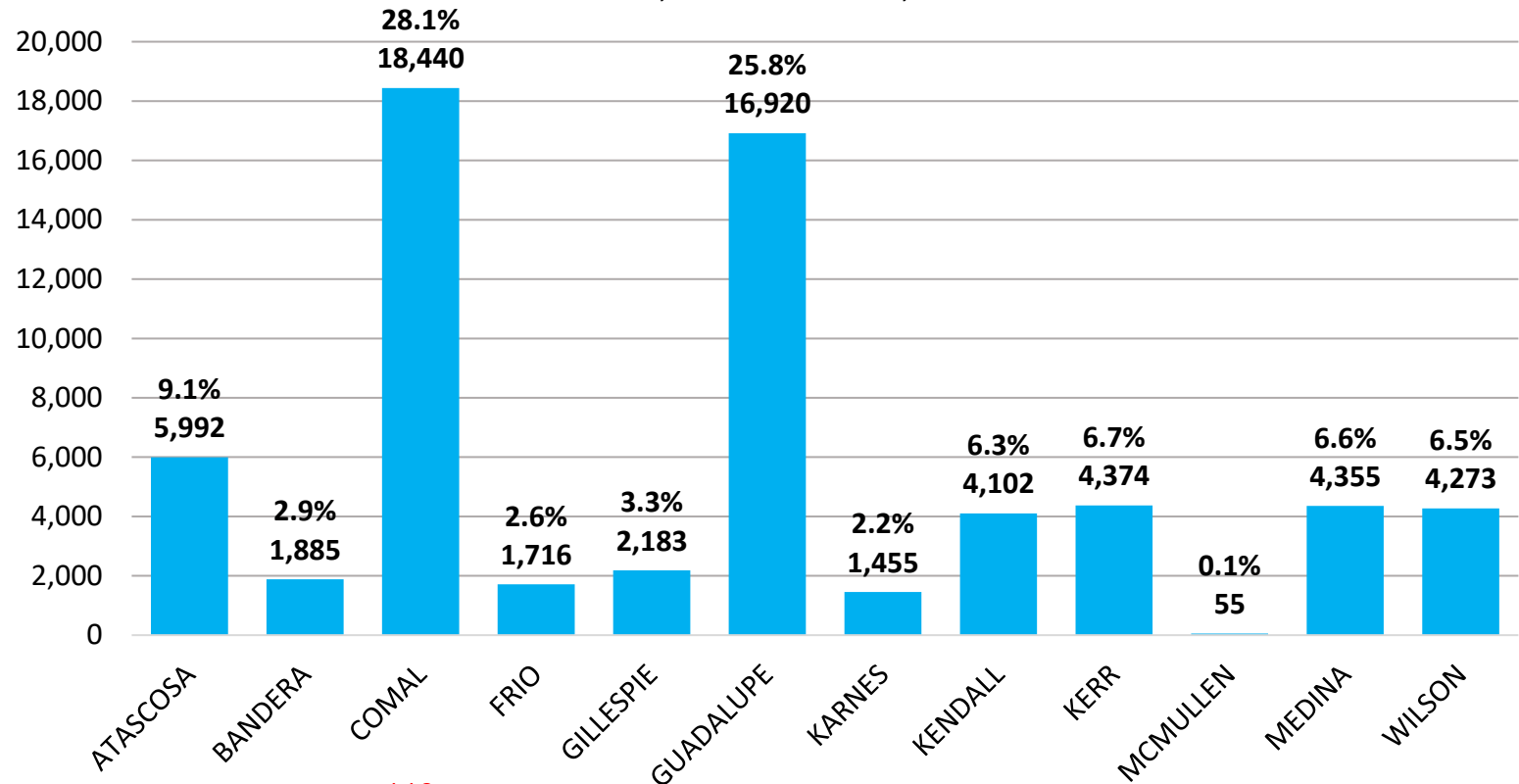
*Data count unique claimants by
County and City of residence as
recorded by Claimants.*

Comal and Guadalupe Counties account for 53.9% of all claimants in the 12 rural counties. These two counties also account for 13.2% and 10.1% of the total rural population ages 15-64, respectively.

Of the estimated 73,217 who commute into Bexar County for work, 31.6% commute from Guadalupe and 19.0% from Comal (US Census).

Claimants by County of Residence

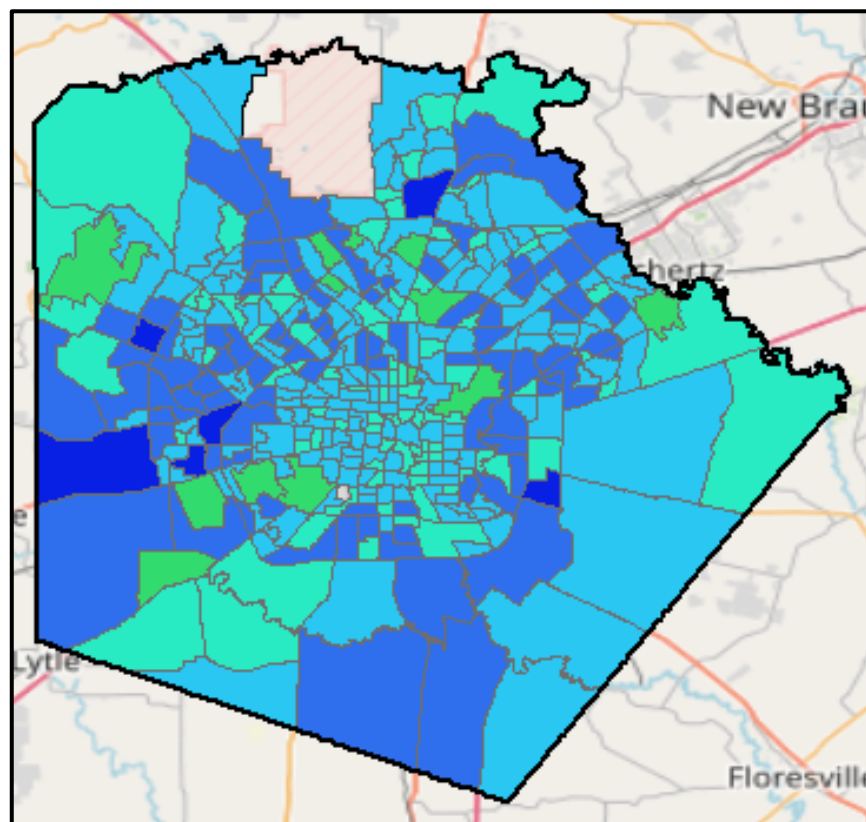
Feb. 28, 2020 to Jan. 29, 2021



111
Unemployment Insurance
Claimant Data

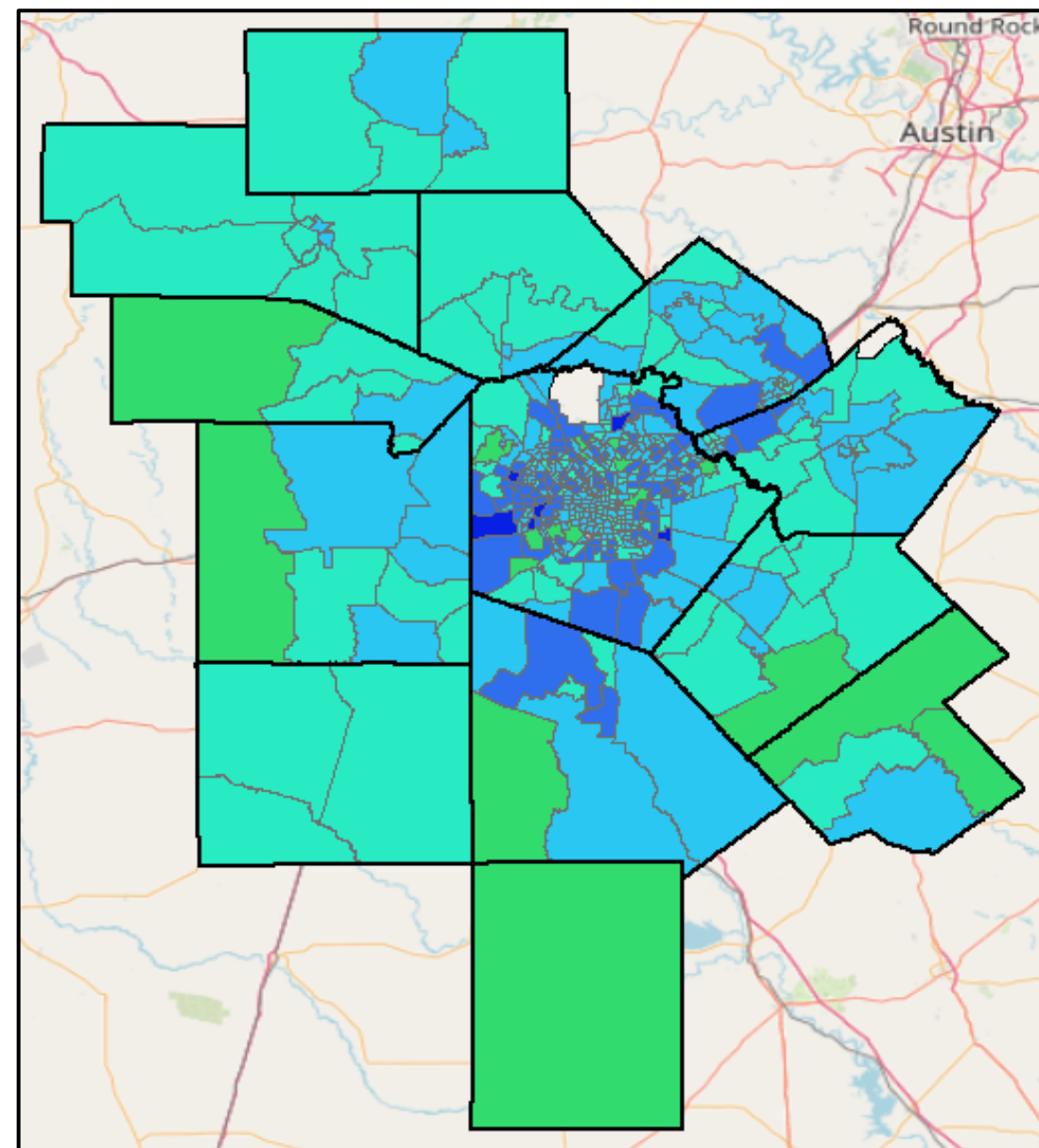
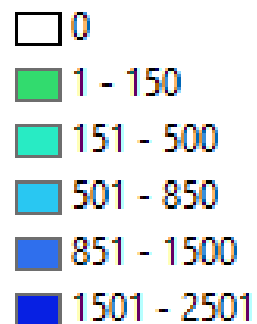
Published February 18, 2021

*Data count unique claimants by
census tract based on geocoded
residences.*



Claims by Census Tract

The maps show claimants by
census tract. Census tracts have
on average about 4,000 residents.



Unemployment Insurance Claimant Data

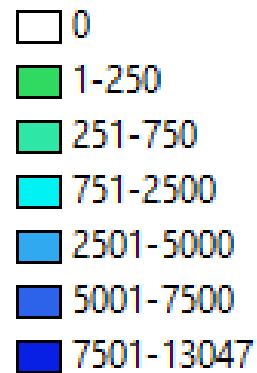
Published February 18, 2021

Claimants in the following
zip codes account for
46.8% of all claimants.

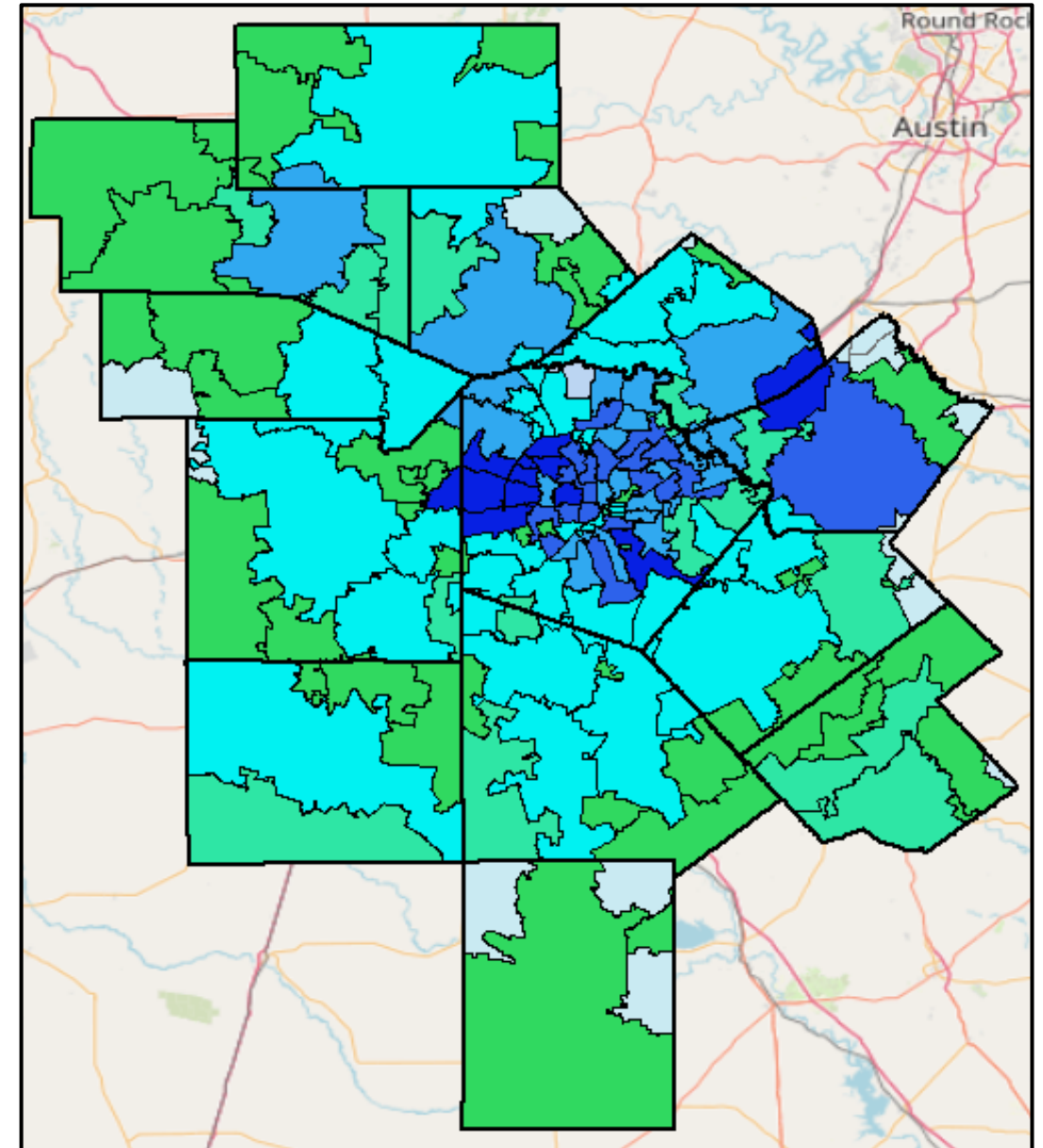
Zip	Claimants	% Tot
78245	13,047	3.8%
78130	10,960	3.2%
78223	8,847	2.6%
78249	8,816	2.6%
78254	8,718	2.6%
78251	8,615	2.5%
78228	8,584	2.5%
78240	8,452	2.5%
78250	7,531	2.2%
78253	7,512	2.2%
78233	7,378	2.2%
78207	7,240	2.1%
78227	7,228	2.1%
78109	7,194	2.1%
78216	6,943	2.0%
78247	6,936	2.0%
78213	6,783	2.0%
78201	6,769	2.0%
78230	6,251	1.8%
78155	6,133	1.8%

Claims by Zip Code

Data include only zip codes that
are fully or partially contained
within the WSA 13-county area.



*Data count unique claimants by
zip code based on residence
information as recorded by
Claimants.*



113
Unemployment Insurance
Claimant Data

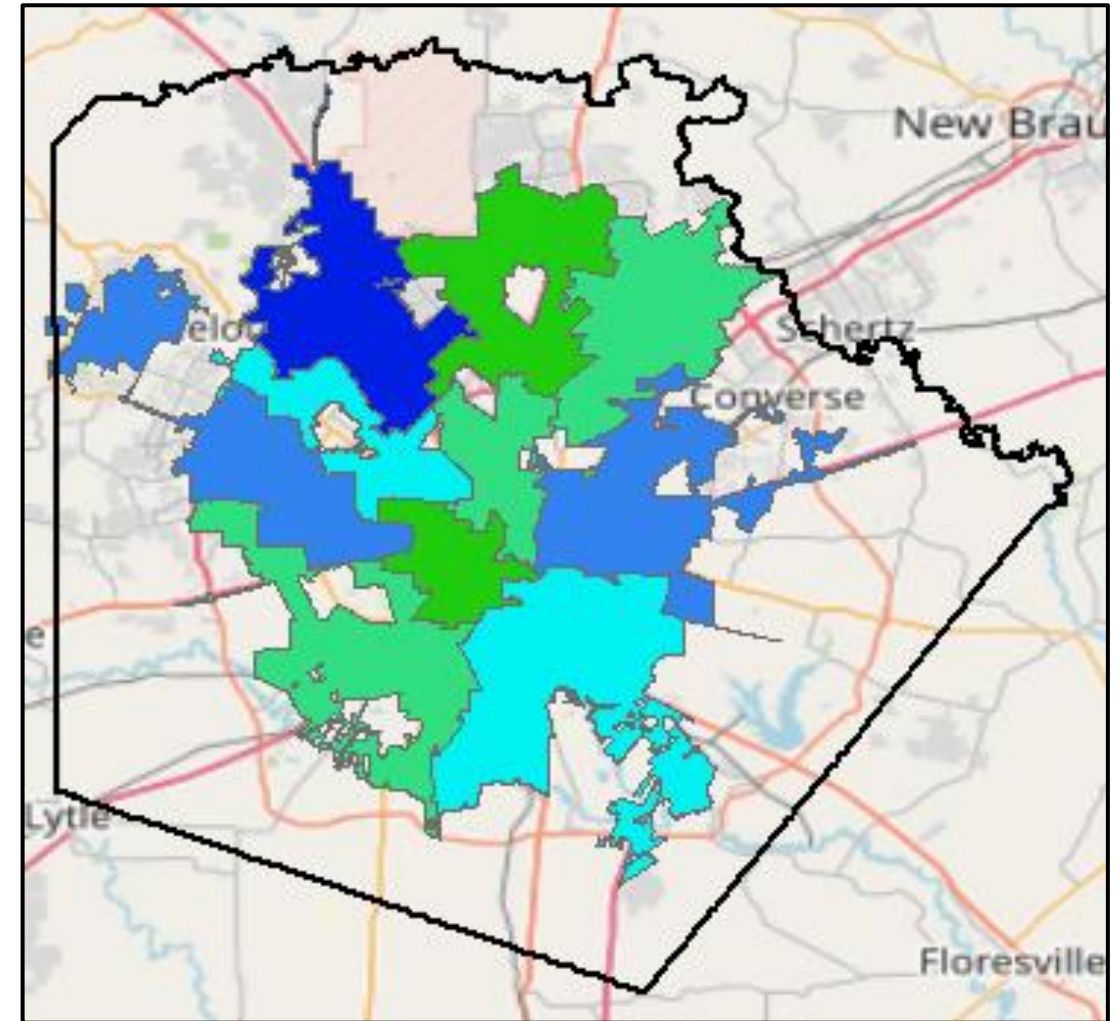
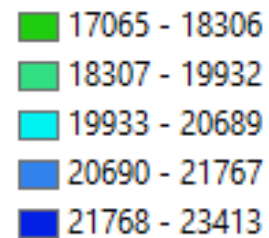
Published February 18, 2021

District	Claimants	% Tot
1	18,789	9.3%
2	21,767	10.8%
3	20,689	10.3%
4	19,707	9.8%
5	17,065	8.5%
6	21,434	10.6%
7	20,568	10.2%
8	23,413	11.6%
9	18,306	9.1%
10	19,932	9.9%

Data count unique claimant geocoded addresses using a TIGER US Census address (edges) file, mapped using a Council District spatial boundary file.

Claimants by Council District

UI claimants by Council District include 201,670 geocoded addresses.



114
Unemployment Insurance
Claimant Data

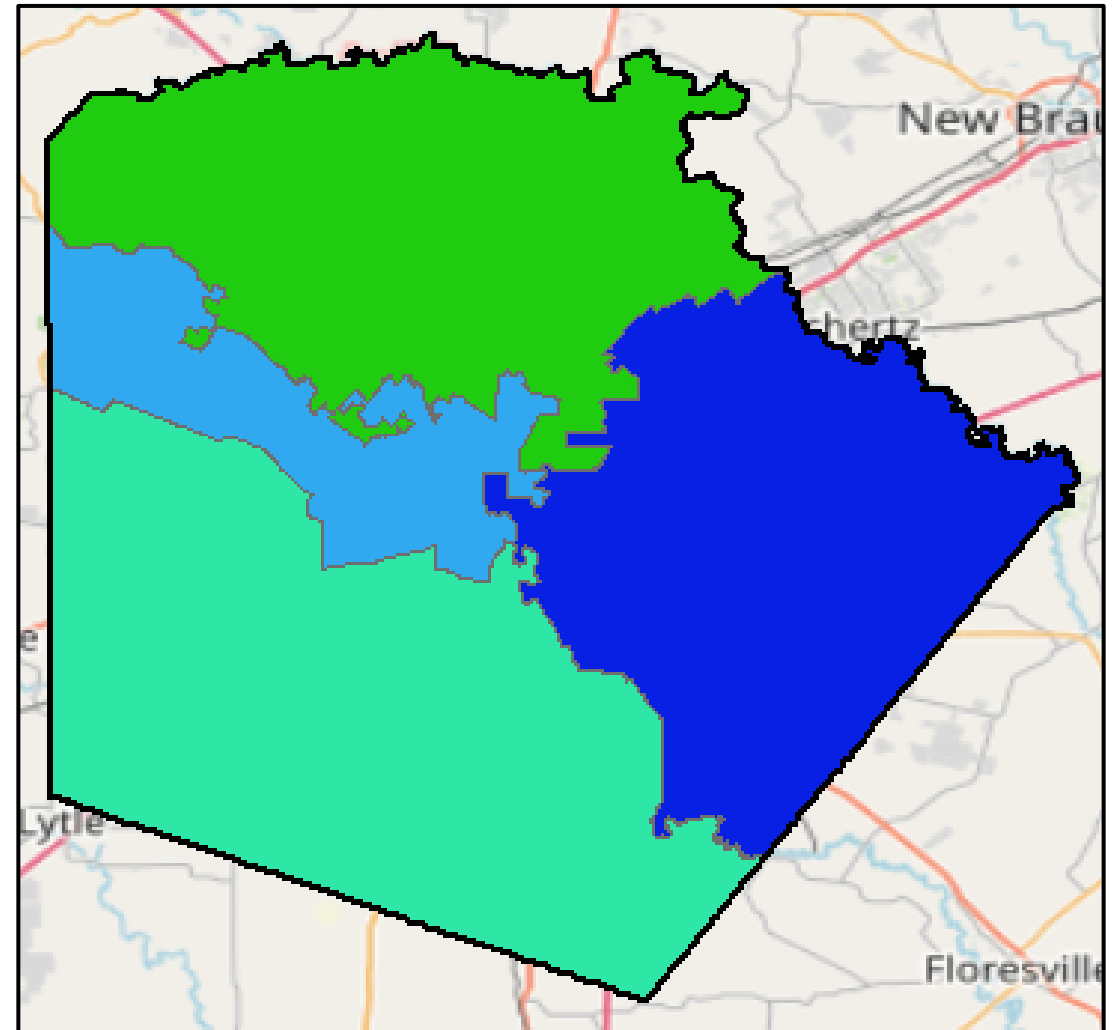
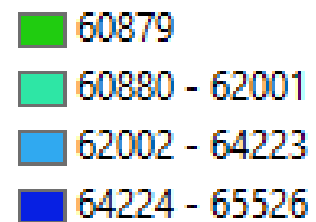
Published February 18, 2021

Precinct	Claimants	% Tot
1	62,001	24.5%
2	64,223	25.4%
3	60,879	24.1%
4	65,526	25.9%

*Data count unique claimant
addresses geocoded using a TIGER
US Census address file (edges),
mapped using a Commissioner
Precinct spatial boundary file.*

Claims by Bexar County Commissioner Precincts

UI claimants by Precinct
include 252,629 geocoded
addresses.

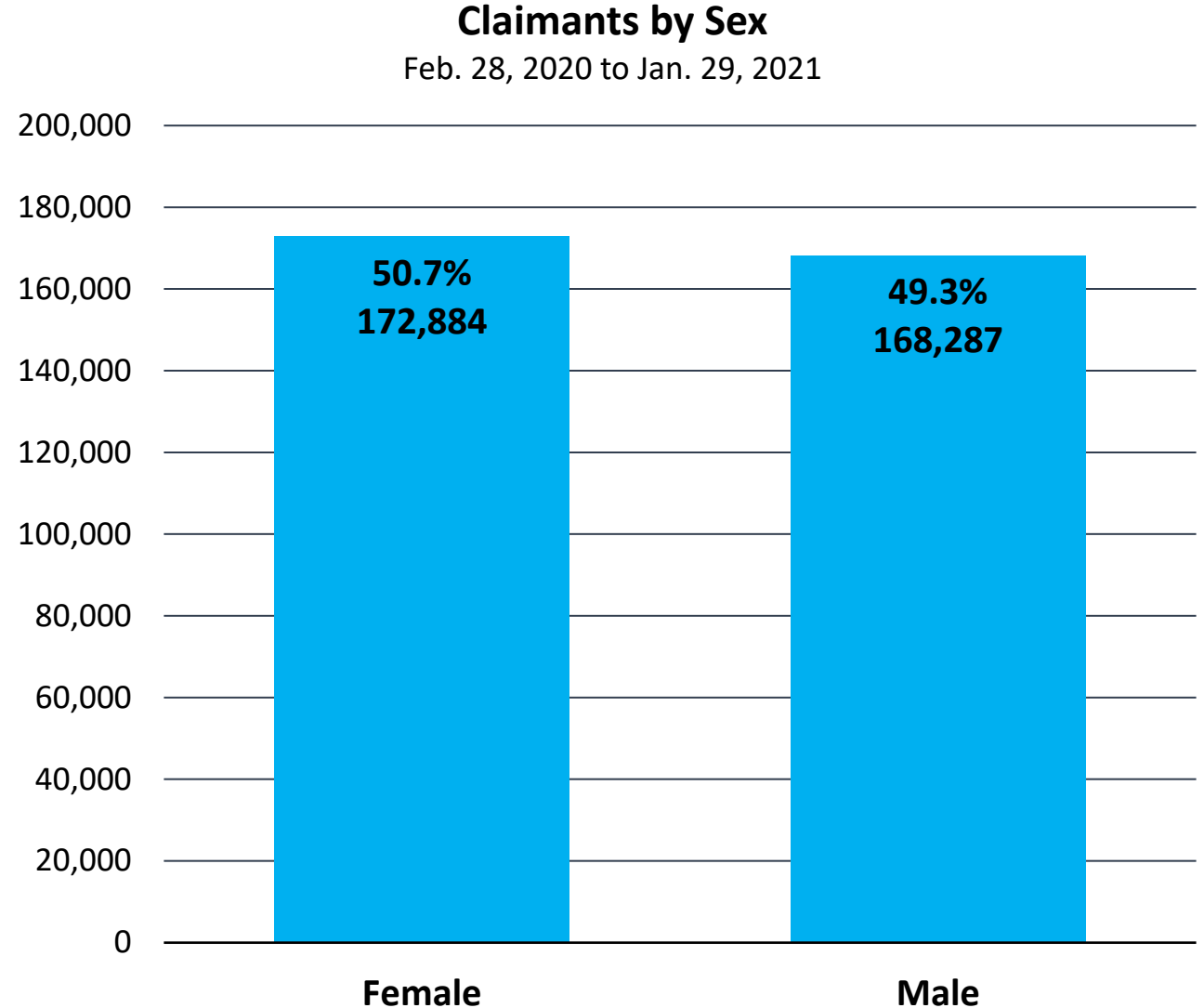


Unemployment Insurance Claimant Data

Published February 18, 2021

- While the pandemic has impacted all workers regardless of sex, females have borne more of the brunt.
- 1.3% more females have filed for unemployment than males.

*Data count unique claimants
with sex information.*



Unemployment Insurance Claimant Data

Published February 18, 2021

Black and Hispanics have been impacted over twice as much as Whites by the pandemic (65.0% compared to 31.2%)

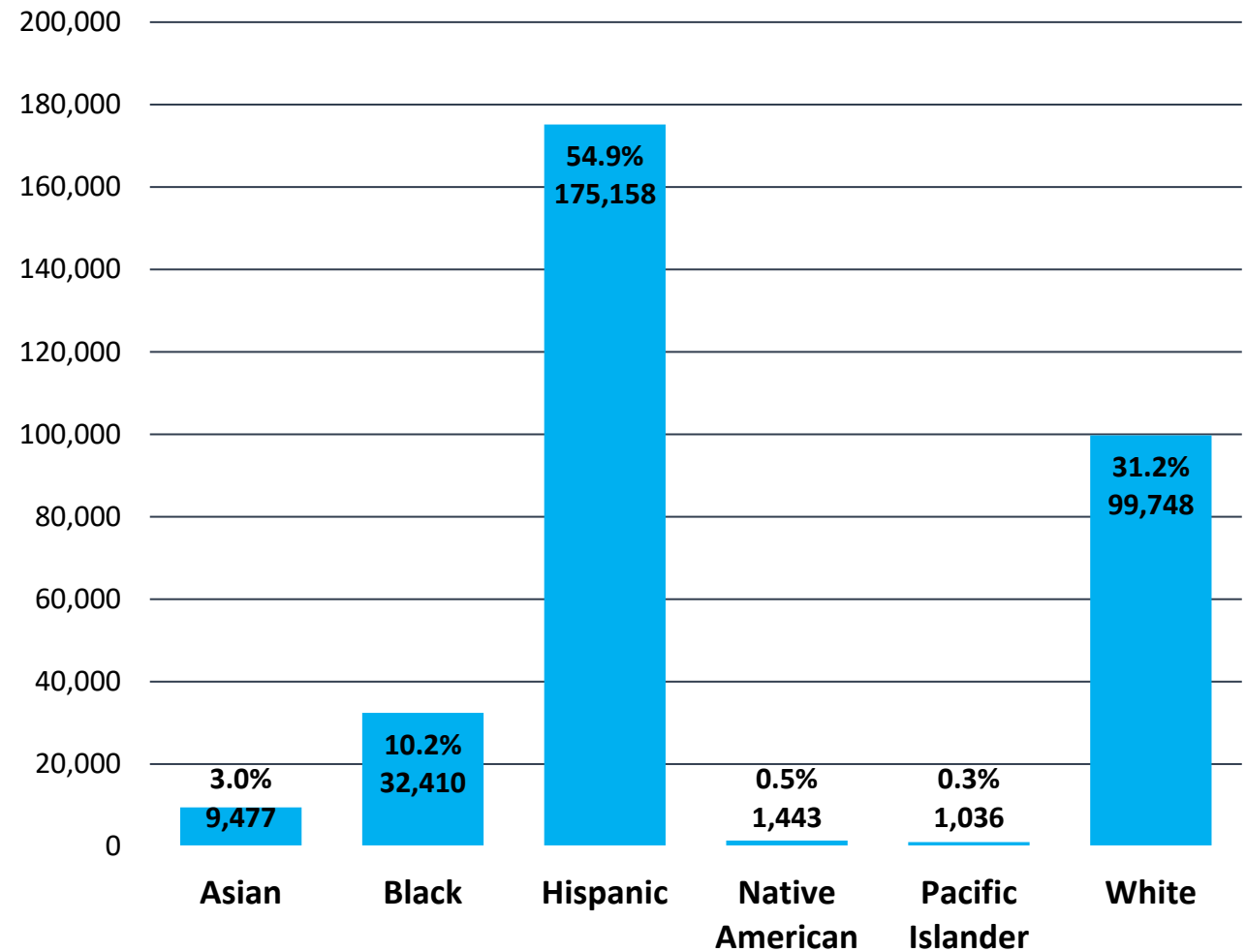
- Over half of all claimants have been Hispanic (54.9%).

Data include 319,272 claimants with race/ethnicity information.
Percentages are based on this total.

Data count unique claimants with race/ethnicity information.

Claimants by Race/Ethnicity

Feb. 28, 2020 to Jan. 29, 2021



Unemployment Insurance Claimant Data

Published February 18, 2021

Younger workers have been most impacted by the coronavirus pandemic.

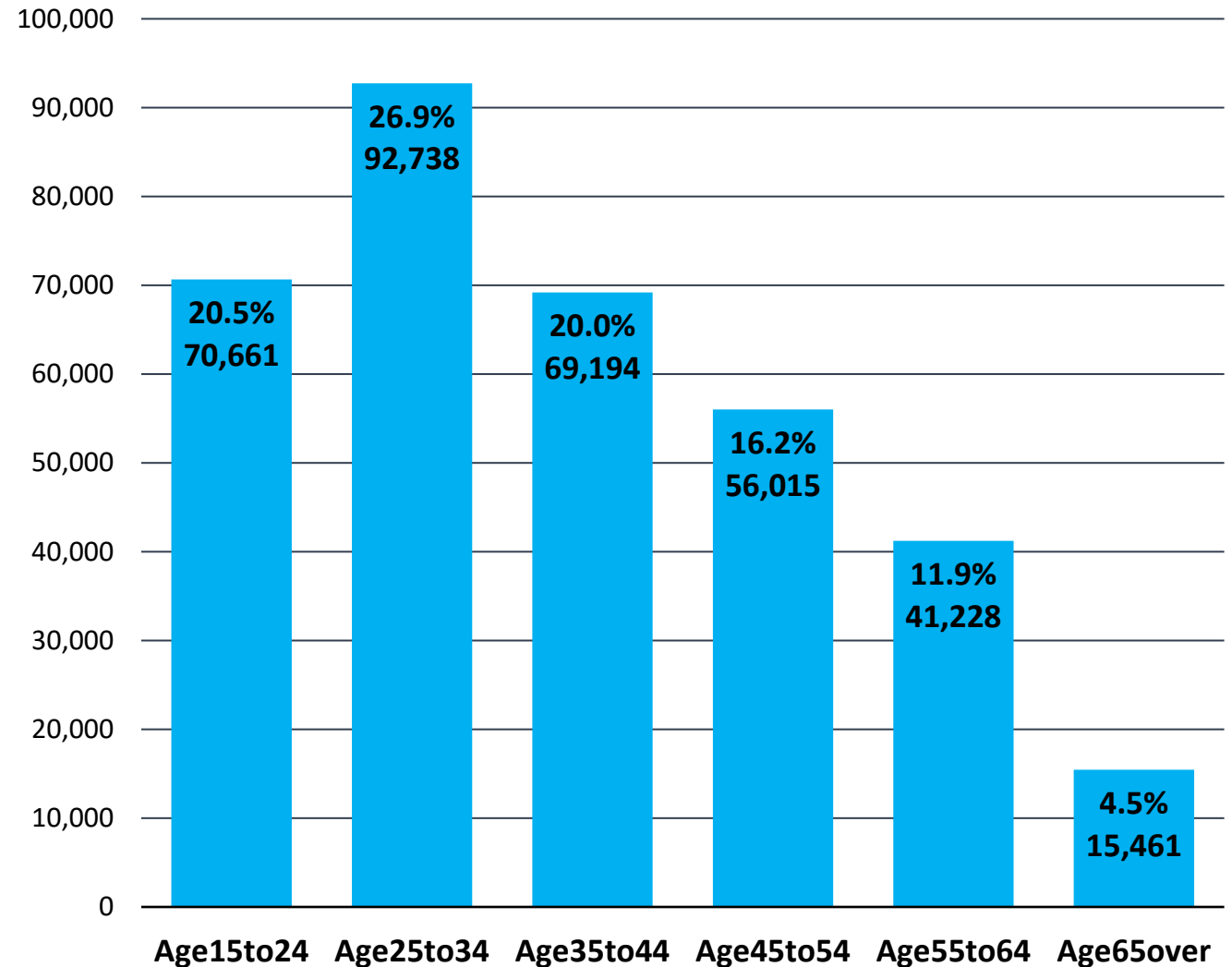
- The proportion of individuals ages 34 and under filing claims account for almost half of all claimants (47.3%).
- The proportion of claimants ages 35 to 54 account for 36.3% of all claimants.
- The proportion of claimants ages 55 and over account for 16.% of all claimants.
- Prime working ages (25-54): 63.1%

Data may include claimants who filed a second claim after having a birthday that could have bumped them from one age group to the next. They would be counted once for each age group.

Data count unique claimants with age information.

Claimants by Age Group

Feb.28, 2020 to Jan. 29, 2021



Unemployment Insurance Claimant Data

Published February 18, 2021

Information on the educational attainment of claimants show that those with lower educational attainment have been impacted most:

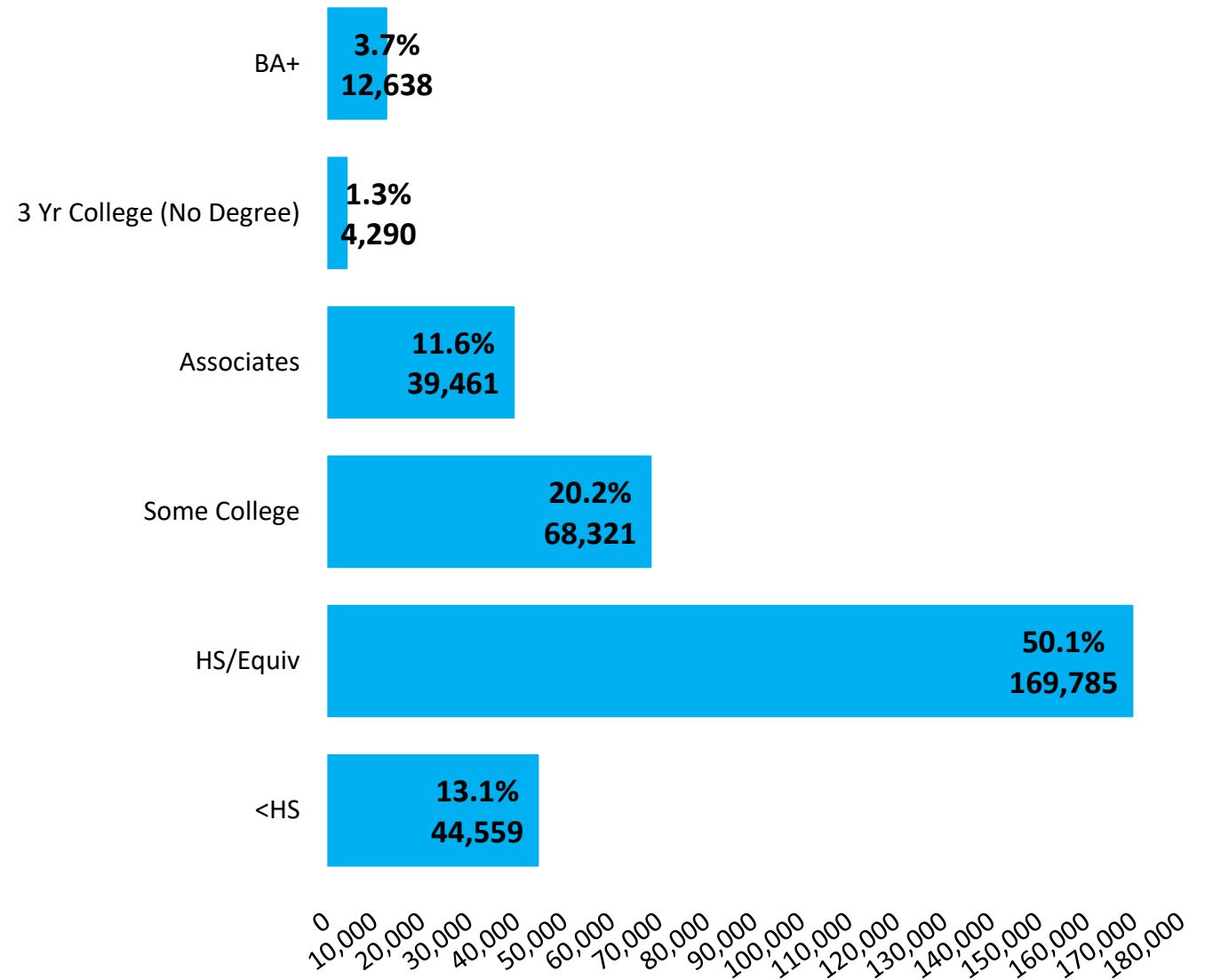
- 83.4% have Some College or Less,
- 63.2% have a HS/Equivalency Diploma or less.

Data may include claimants who filed a second claim after advancing in their education. They would be counted once for each educational level.

Data include unique claimants with educational information.

Claimants by Education

Feb. 28, 2020 to Jan. 29, 2021



Unemployment Insurance Claimant Data

Published February 18, 2021

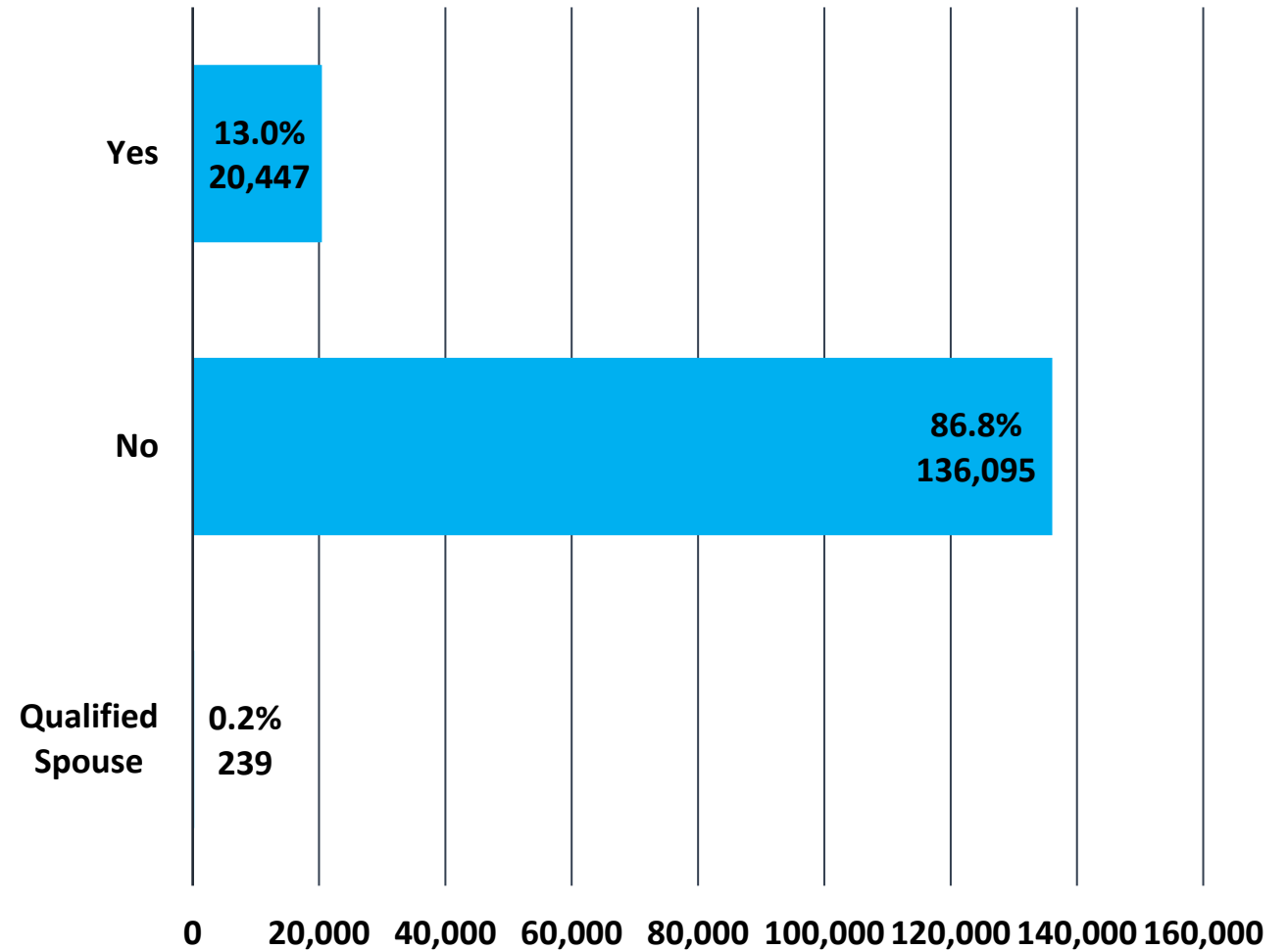
- Over 20,000 Veterans have filed for unemployment insurance.
- 239 Qualified Spouses of Veterans have also filed UI claims.

Data include a total of 156,781 claimants who had Veteran information.

Data include unique claimants with Veteran information.

Claimants by Veteran Status

Feb. 28, 2020 to Jan. 29, 2021



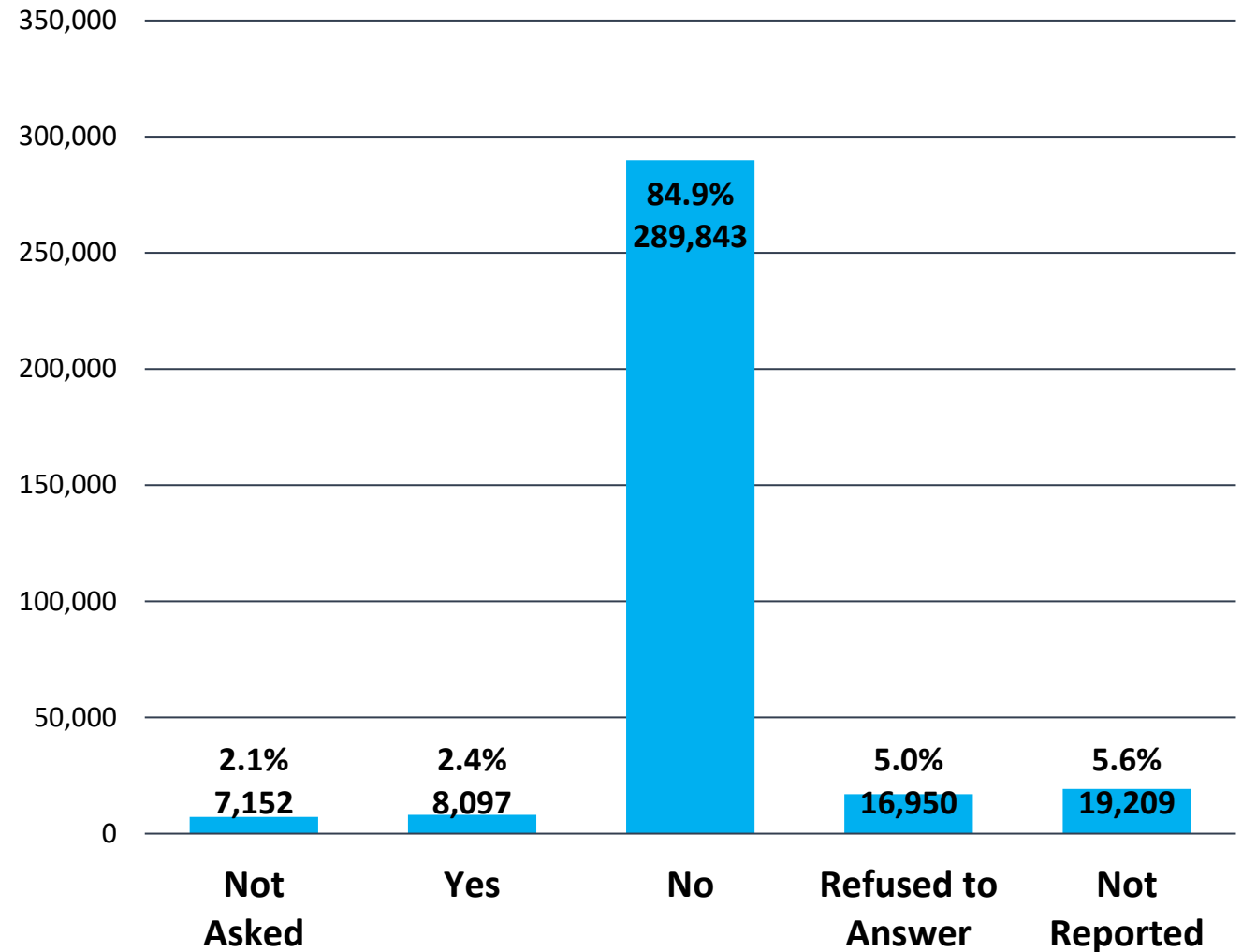
Unemployment Insurance
Claimant Data
Published February 18, 2021

About 8,097 of
claimants have self-
disclosed having a
disability.

*Data include unique claimants with
disability information.*

Claimants with a Disability

Feb. 28, 2020 to Jan. 29, 2021



Unemployment Insurance Claimant Data

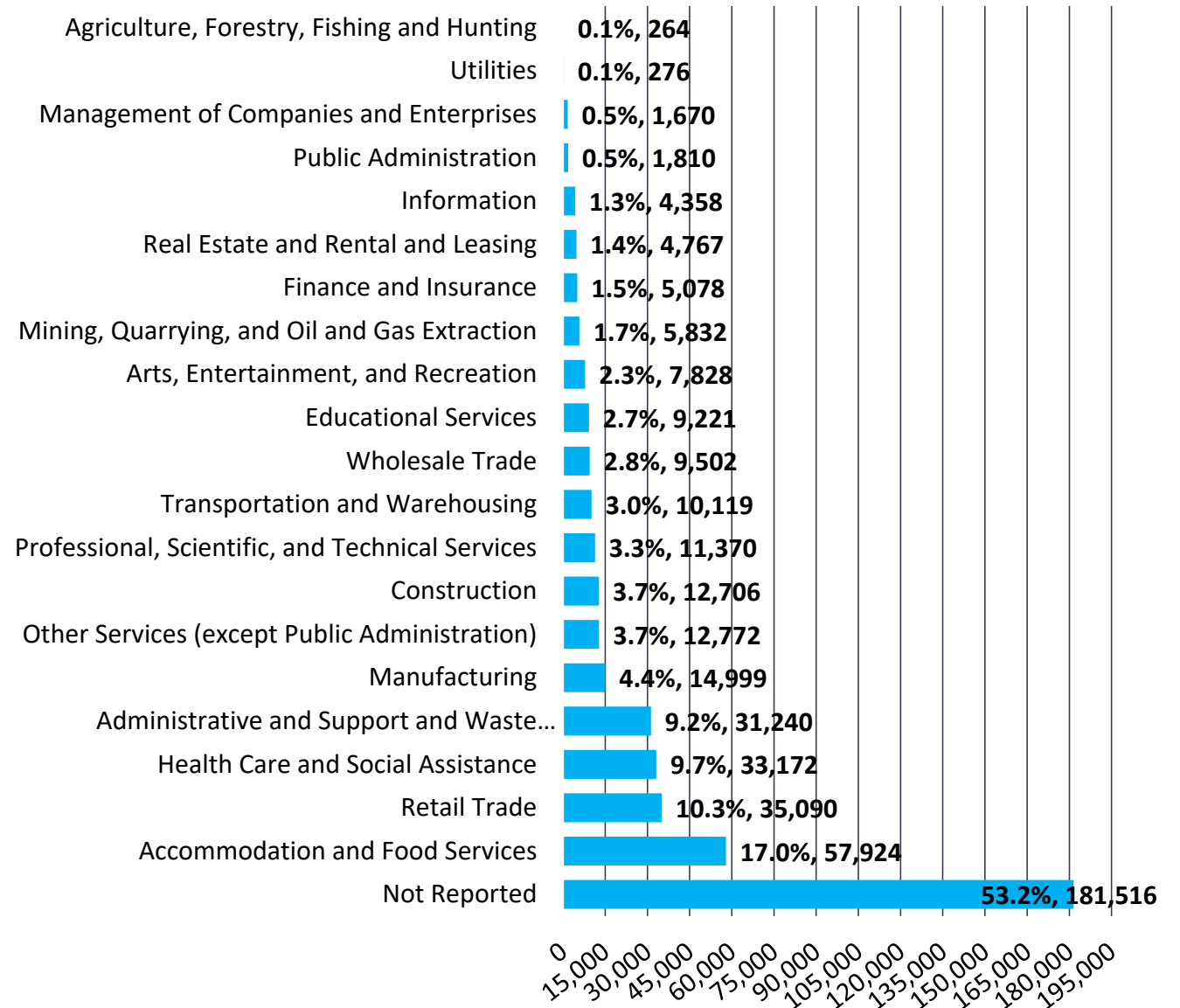
Published February 18, 2021

- While the data include all 341,210 unique claimants, the total claimants aggregated by industry sum to 451,514.
- Because claimants file multiple claims, they are counted once for each industry for which they filed a claim.
- The data show that there were a total of 110,304 (32.3%) claimants who may have filed separate claims associated with jobs in different industries.
- The data may suggest the types of industry movement of workers in the labor market.

Data include unique claimants by industry.

Claimants by Industry

Feb. 28, 2020 to Jan. 29, 2021



Industry	Claimants	% Tot	Jobs 2020	Est. Impact	Job Postings Jan'20	Clmts-to-Jobs	Avg. Advertised Wage	Employers with Layoffs	Employers 2020	Est. Impact Employers
Accommodation and Food Services	57,924	24.1%	119,018	48.7%	3,466	16.7	\$33,472	4,563	5,283	86.4%
Adm. & Supp. & Waste Mgmt. & Remediation Svs.	31,240	13.0%	78,547	39.8%	9,854	3.2	\$52,096	3,013	3,087	97.6%
Agriculture, Forestry, Fishing and Hunting	264	0.1%	5,679	4.6%	75	3.5	\$37,248	127	605	21.0%
Arts, Entertainment, and Recreation	7,828	3.3%	18,468	42.4%	407	19.2	\$25,472	675	725	93.1%
Construction	12,706	5.3%	82,560	15.4%	1,732	7.3	\$75,136	3,604	4,722	76.3%
Educational Services	9,221	3.8%	23,704	38.9%	1,695	5.4	\$47,488	868	659	131.8%
Finance and Insurance	5,078	2.1%	74,737	6.8%	4,097	1.2	\$62,592	1,027	3,155	32.6%
Health Care and Social Assistance	33,172	13.8%	154,107	21.5%	7,293	4.5	\$52,096	4,723	11,018	42.9%
Information	4,358	1.8%	19,422	22.4%	2,951	1.5	\$53,120	471	611	77.1%
Management of Companies and Enterprises	1,670	0.7%	13,847	12.1%	136	12.3	\$60,032	192	258	74.5%
Manufacturing	3,016	1.3%	53,908	5.6%	2,990	1.0	\$48,000	364	1,646	22.1%
Mining, Quarrying, and Oil and Gas Extraction	5,832	2.4%	12,252	47.6%	250	23.3	\$43,648	799	na	na
Other Services (except Public Administration)	12,772	5.3%	64,711	19.7%	1,750	7.3	\$40,576	2,454	4,759	51.6%
Professional, Scientific, and Technical Services	11,370	4.7%	63,487	17.9%	7,473	1.5	\$61,568	3,403	6,584	51.7%
Real Estate and Rental and Leasing	4,767	2.0%	22,496	21.2%	858	5.6	\$41,600	1,166	2,799	41.7%
Retail Trade	21,971	9.1%	121,960	18.0%	6,480	3.4	\$40,576	2,286	6,482	35.3%
Transportation and Warehousing	7,614	3.2%	37,086	20.5%	3,900	2.0	\$62,656	1,190	1,426	83.4%
Utilities	276	0.1%	1,544	17.9%	153	1.8	\$51,584	77	74	104.8%
Wholesale Trade	9,502	3.9%	37,147	25.6%	908	10.5	\$38,016	2,027	2,663	76.1%

The table reports estimated impacts of COVID-19 on industry based on UI Claimant activity. **Over half (57.9%) of employers have had layoffs. There are about 4.3 claimants per job posting), and the estimated impact on jobs in 2020 is on average at 23.9%.** We could not calculate employers with layoffs in Mining – the information conflicted with total employers reported.

Data for the table count unique claimants by industry. Source: EMSI.

Unemployment Insurance Claimant Data

122
Published February 18, 2021

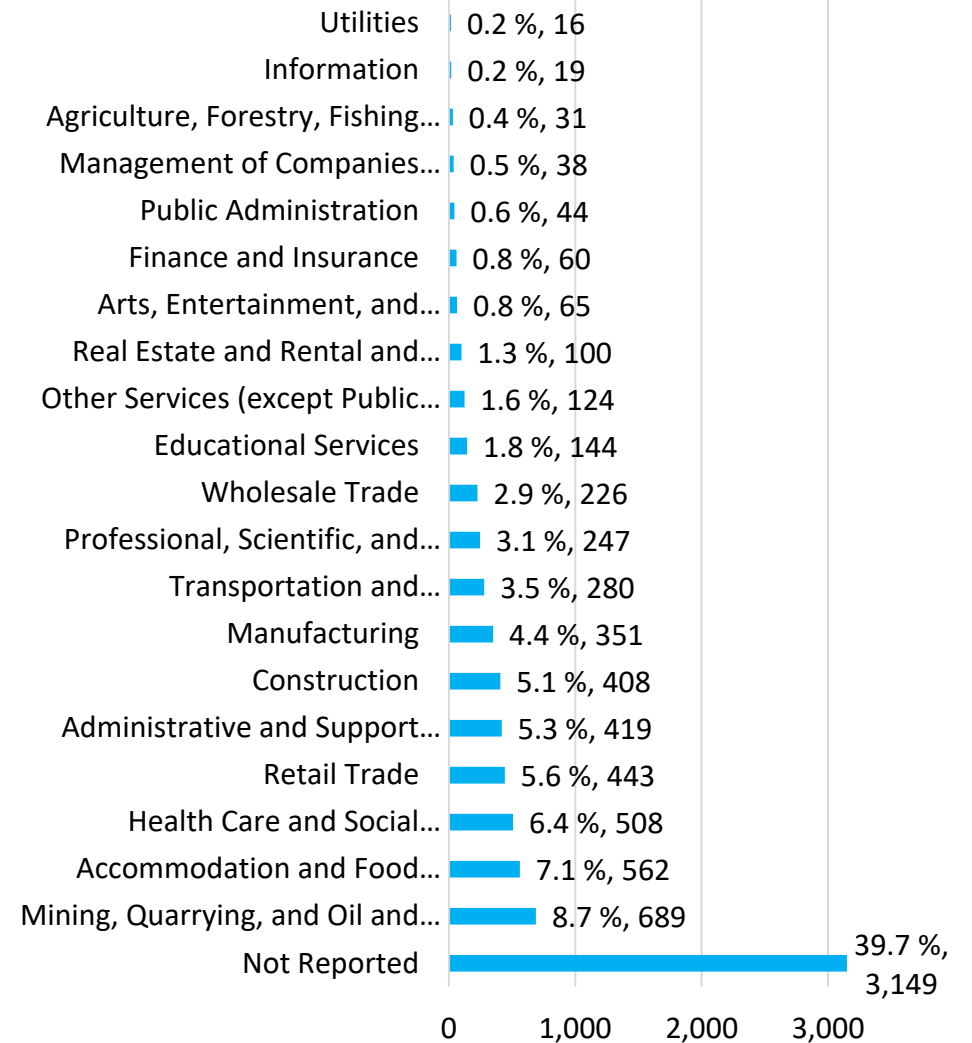
A newly released TWC dataset was used to identify claimants by County of residence.

County industry information is now based on county of residence and not the ES Office where the claim was filed as was previously reported.

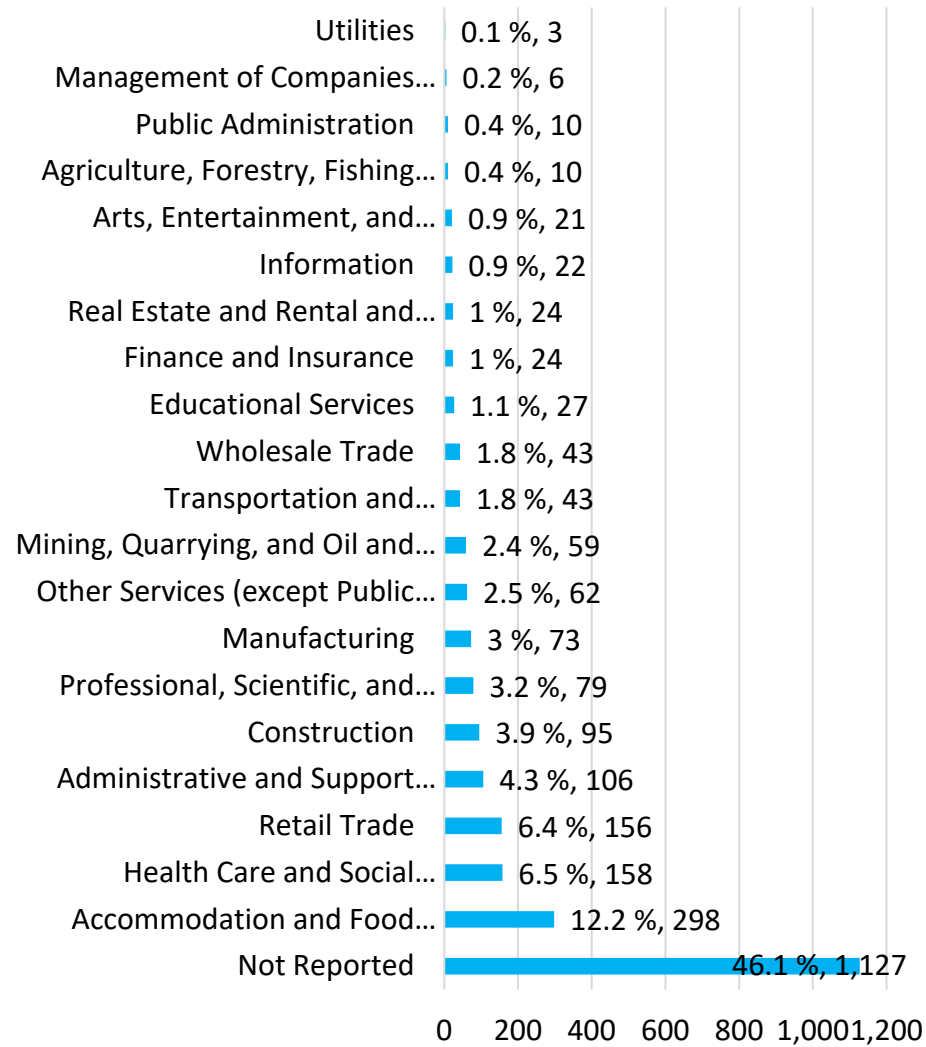
Claimants that file multiple claims can and do lose jobs from different industries – these claimants will count once for each industry they filed a claim for.

We previously excluded reporting the number of claimants missing industry information but are now including these.

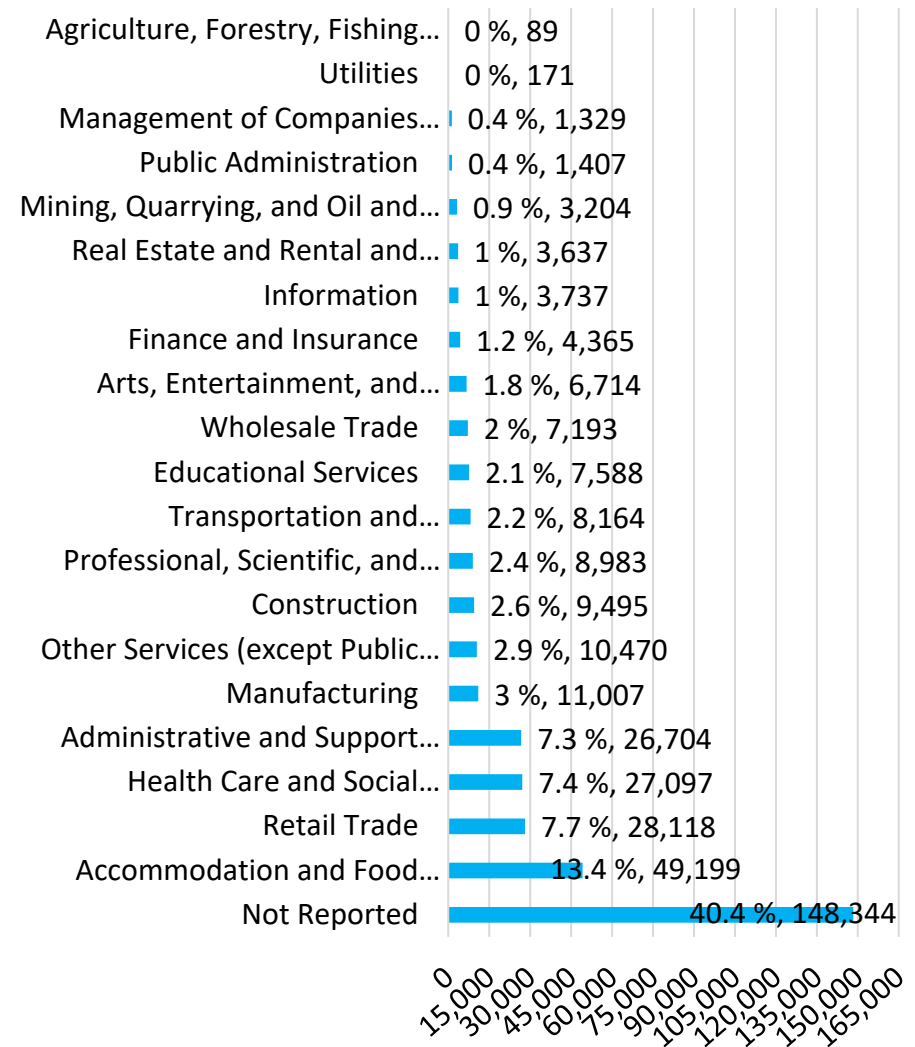
Atascosa County



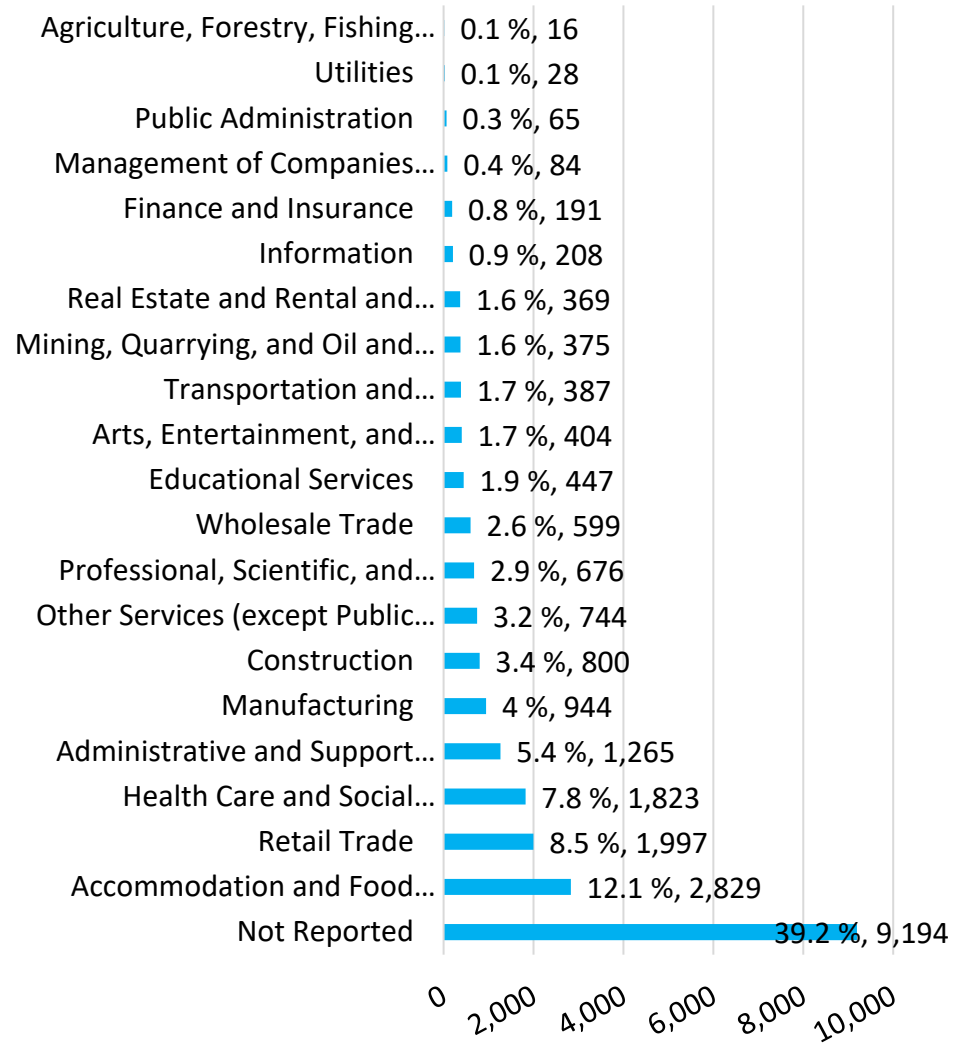
Bandera County



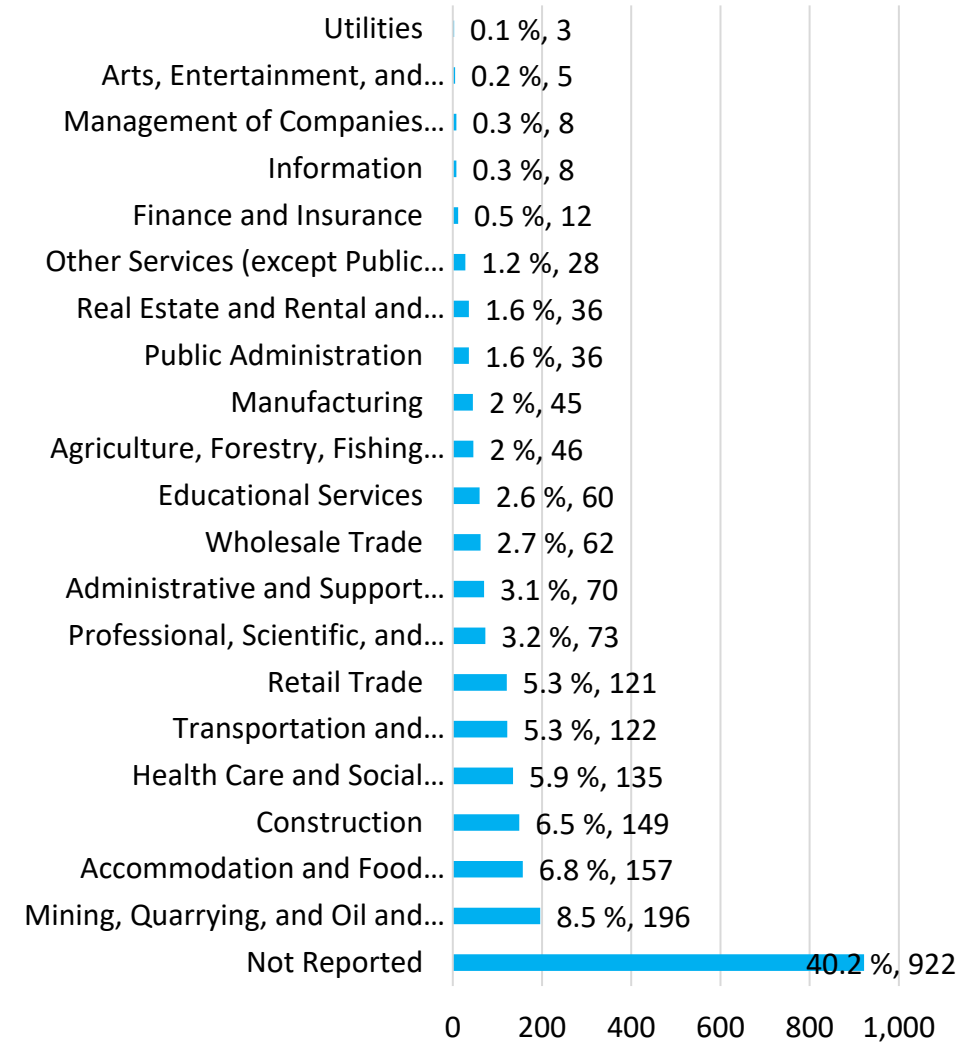
Bexar County



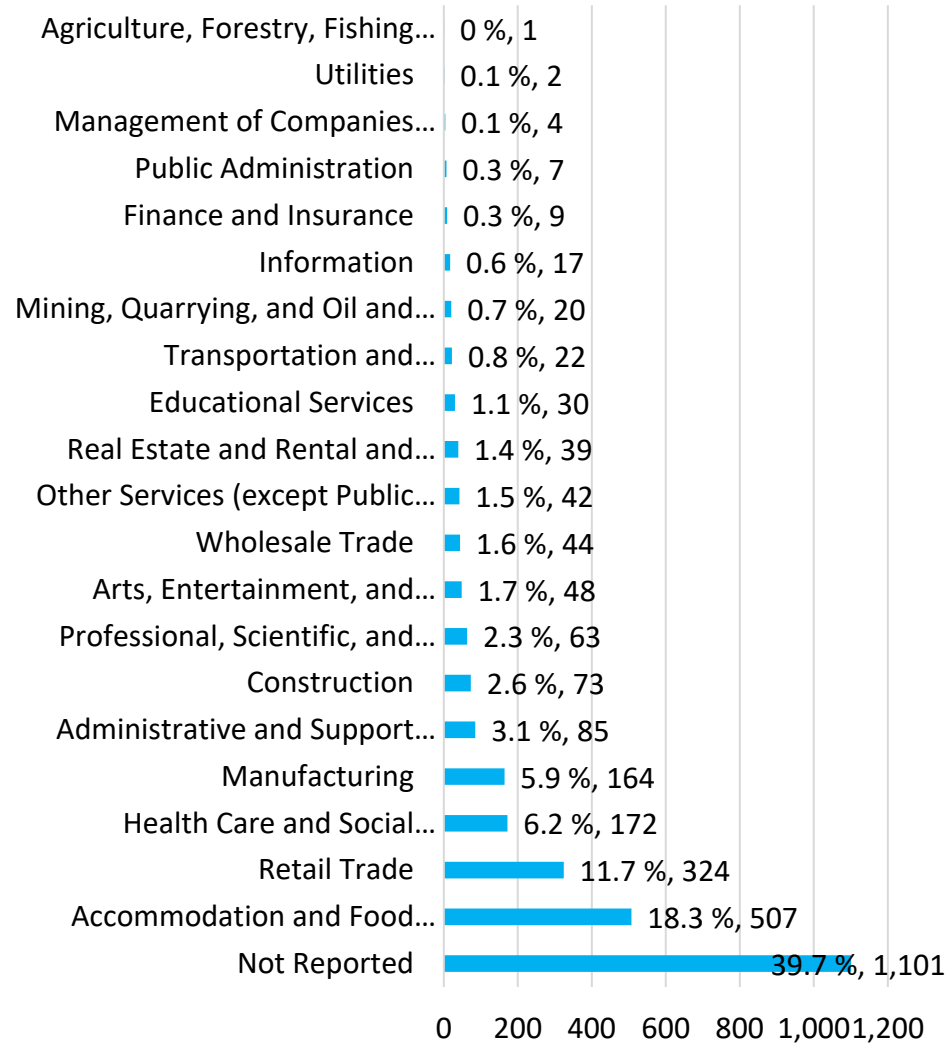
Comal County



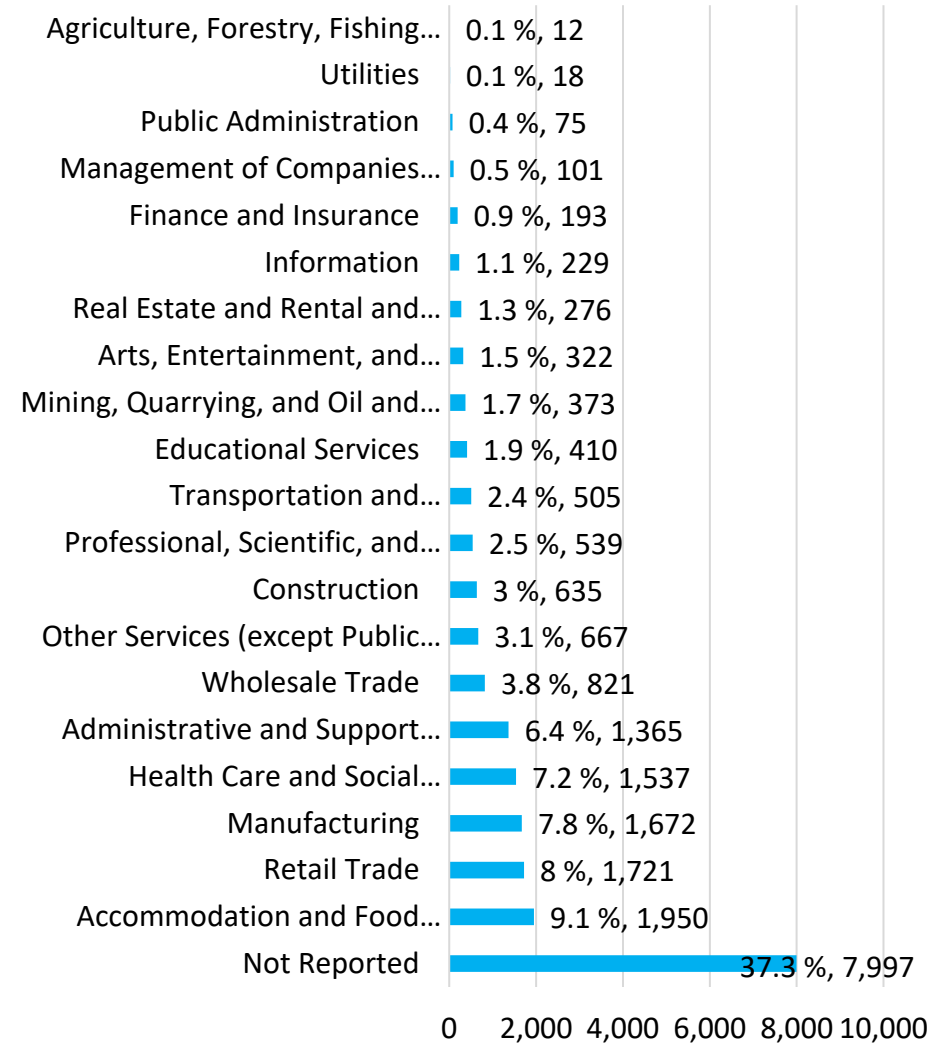
Frio County



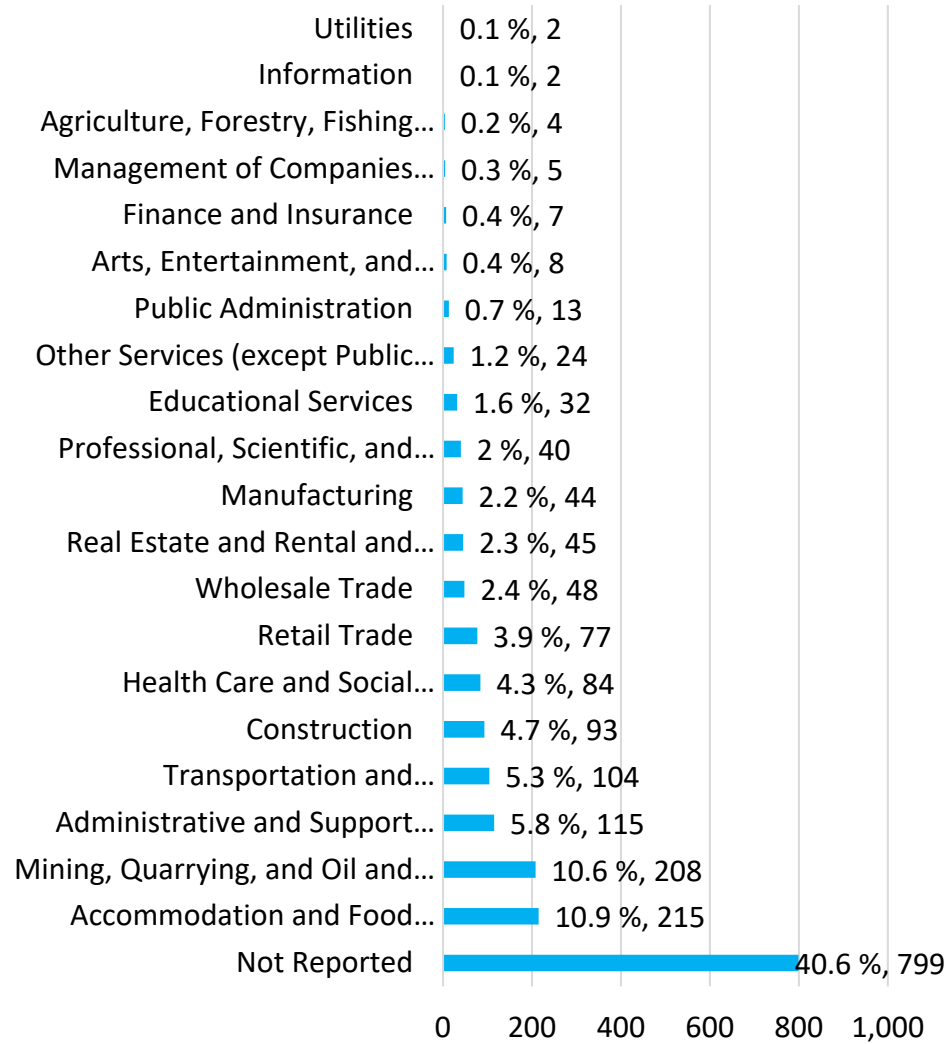
Gillespie County



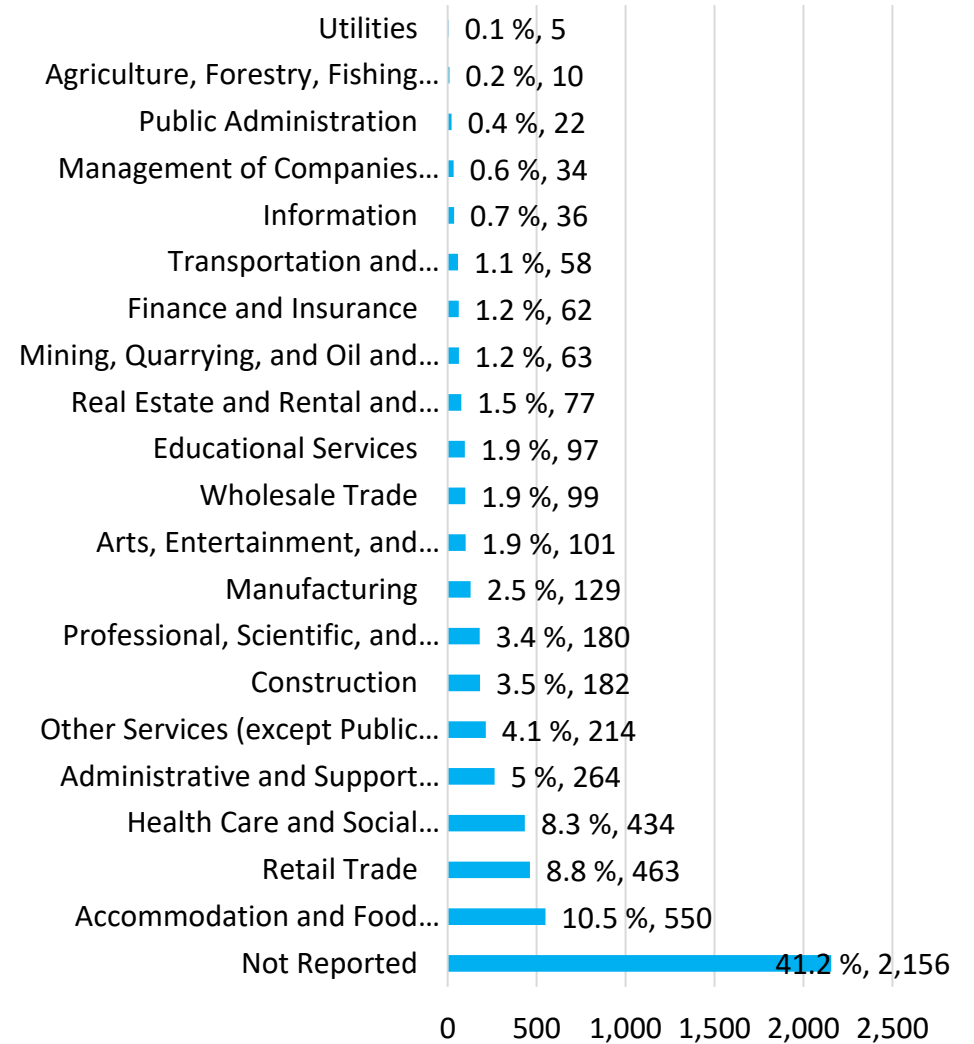
Guadalupe County



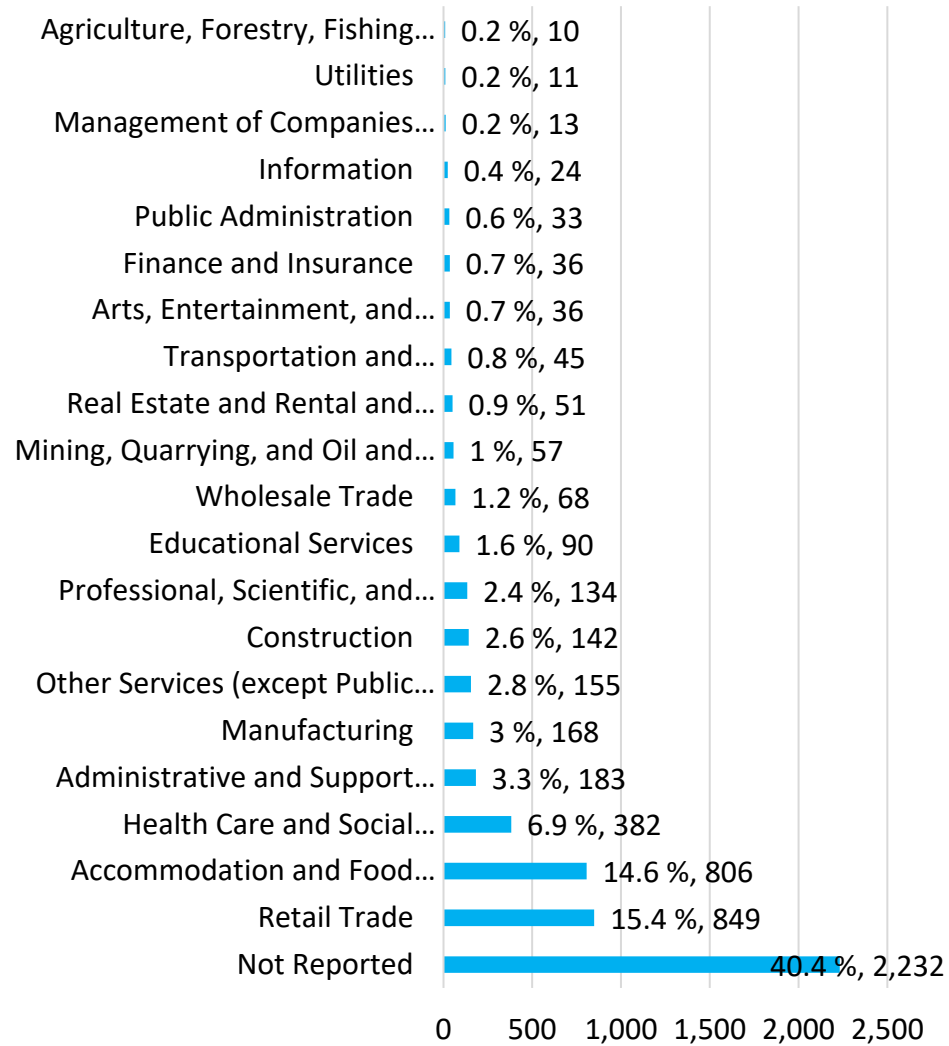
Karnes County



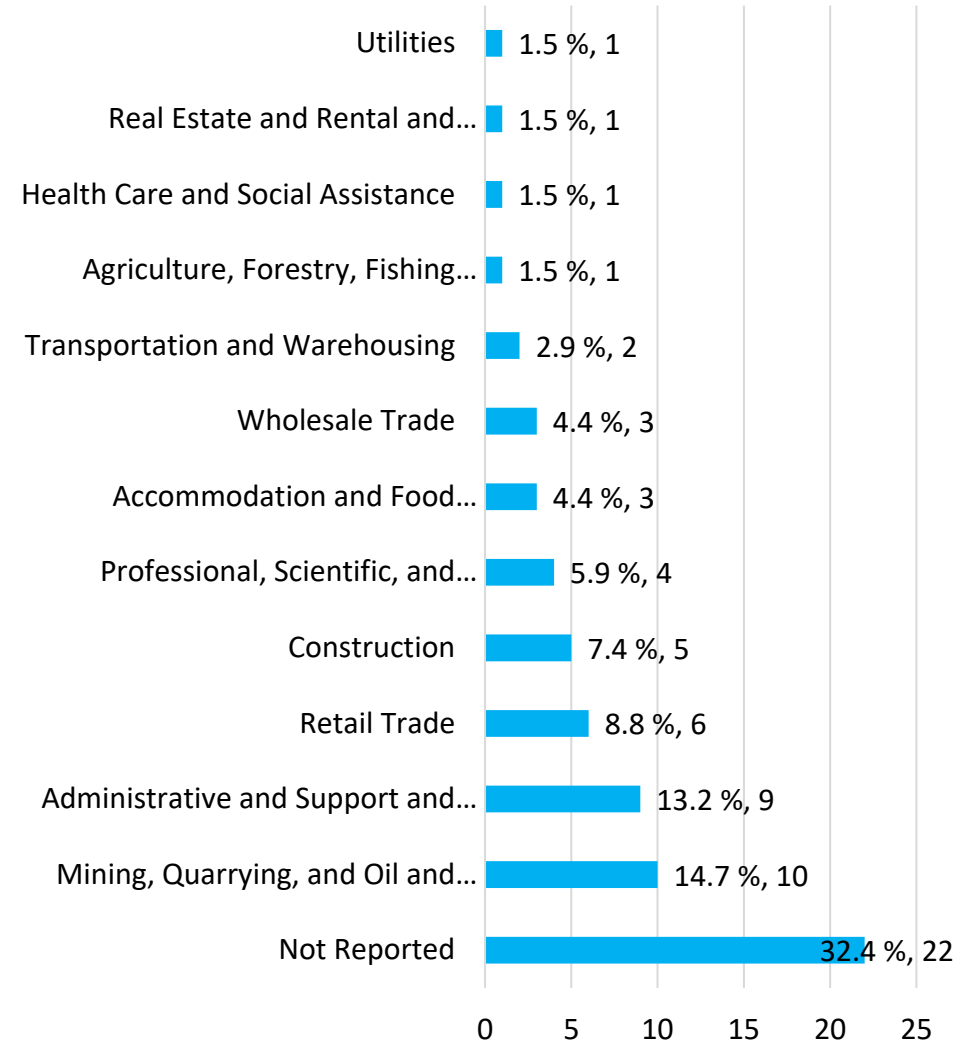
Kendall County



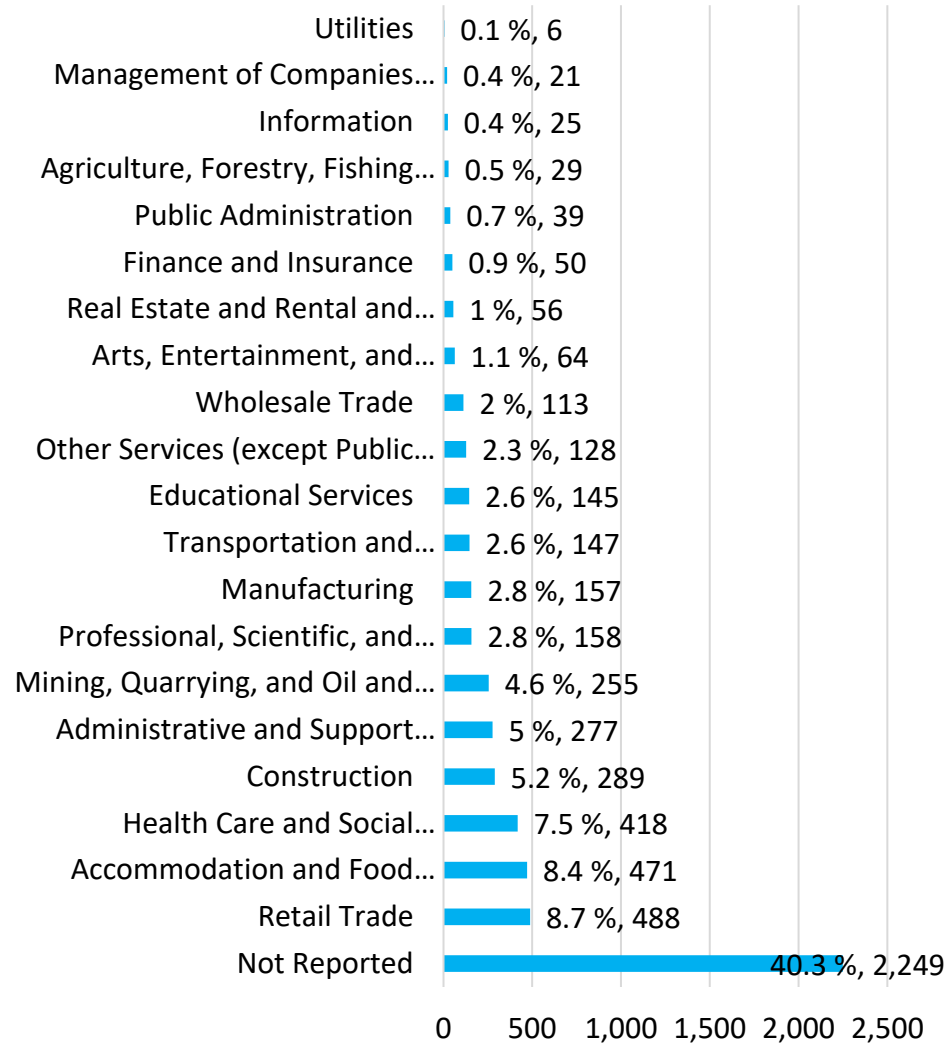
Kerr County



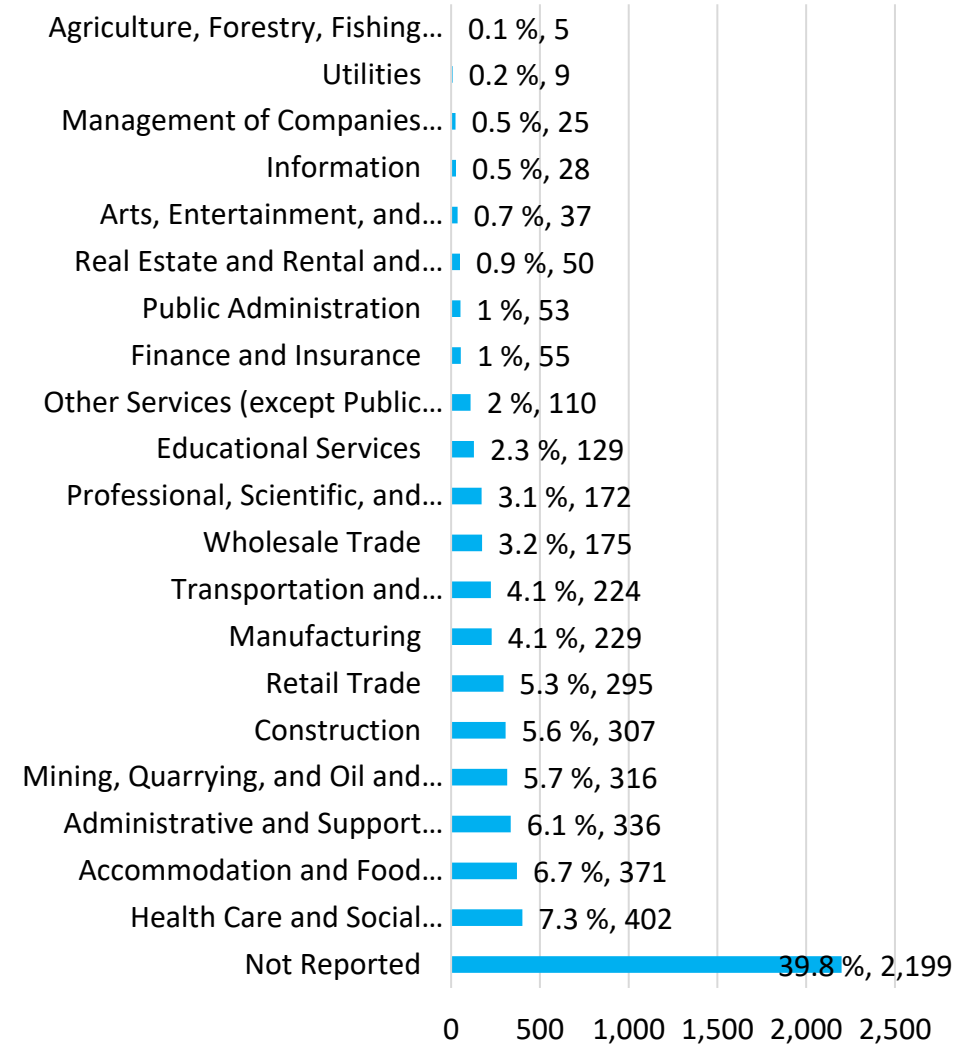
McMullen County



Medina County



Wilson County



Unemployment Insurance Claimant Data

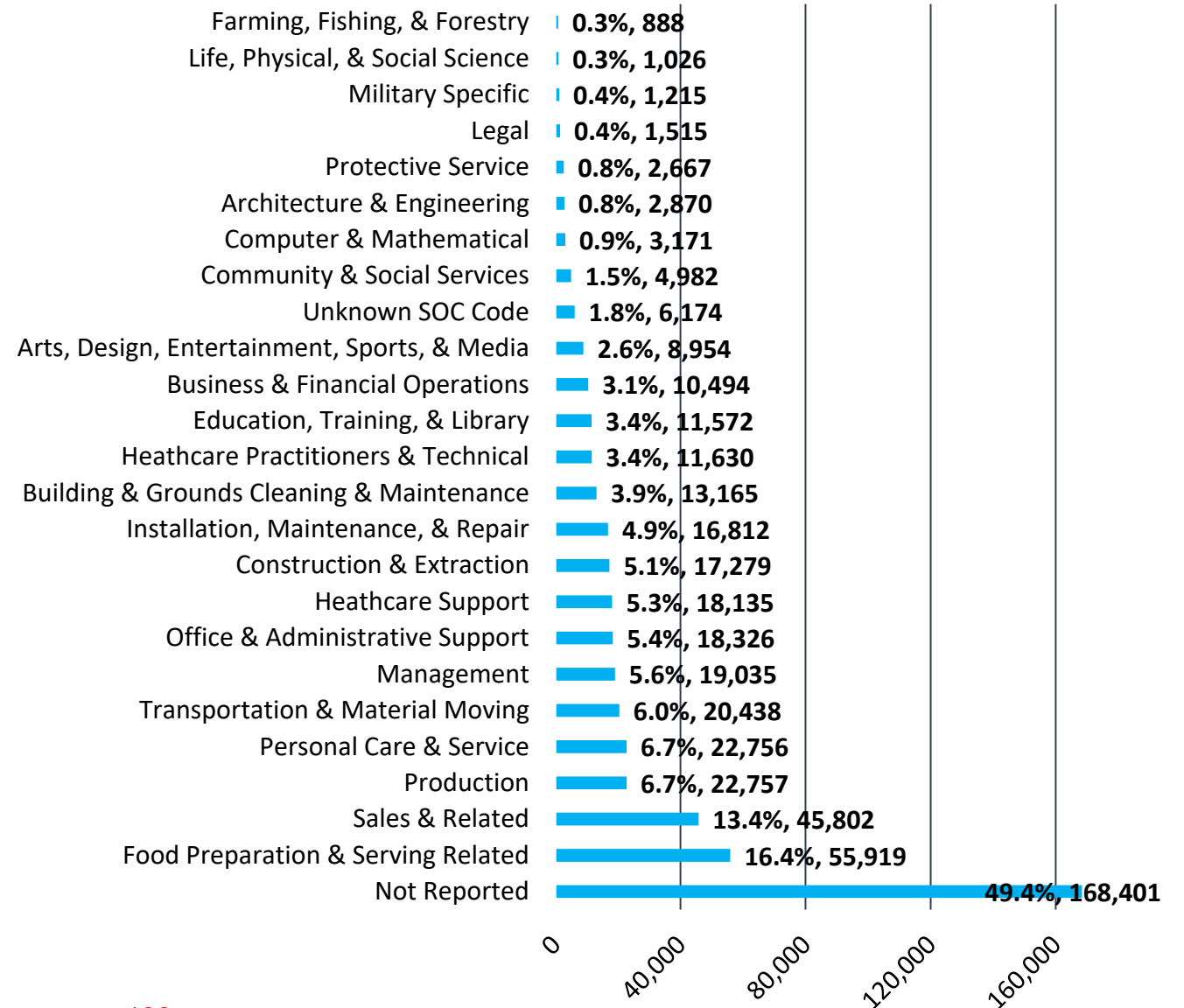
Published February 18, 2021

- As with industry, claimants filing multiple claims count once for each occupation.
- Because claimants file for multiple occupations and count once in each occupation that they file a claim for, the data include a total of 505,983 claimants (341,210 unique).
- The data may suggest that 48.3% of claimants may be gaining jobs in multiple occupations. They filed an initial claim for one occupation, gained a job in a different occupation, and then also lost that new job and filed an additional claim.
- The data may also suggest that gaining jobs in multiple occupations is about 16% more likely to occur than gaining jobs in multiple industries (32.3%).

Data counts of unique claimants by occupation.

Claimants by Occupation

Feb. 28, 2020 to Jan. 29, 2021



Occupation	Claimants	% Tot	Jobs 2020	Est. Impact	Job Postings Jan'21	Clmts-to-Jobs	Posting Wage Jan'21	Automation Index
Architecture & Engineering	2,870	0.9%	18,127	15.8%	1,410	2.0	\$80,256	86.9
Arts, Design, Entertainment, Sports, & Media	8,954	2.7%	17,165	52.2%	766	11.7	\$39,808	89.9
Building & Grounds Cleaning & Maintenance	13,165	4.0%	44,845	29.4%	912	14.4	\$27,008	122.6
Business & Financial Operations	10,494	3.2%	66,220	15.8%	3,771	2.8	\$71,040	89.6
Community & Social Services	4,982	1.5%	16,675	29.9%	951	5.2	\$41,600	82.3
Computer & Mathematical	3,171	1.0%	29,853	10.6%	6,892	0.5	\$83,328	83.5
Construction & Extraction	17,279	5.2%	65,785	26.3%	936	18.5	\$43,648	123.4
Education, Training, & Library	11,572	3.5%	69,280	16.7%	1,060	10.9	\$42,624	85.8
Farming, Fishing, & Forestry	888	0.3%	4,167	21.3%	37	24.0	\$27,008	110.0
Food Preparation & Serving Related	55,919	16.9%	114,109	49.0%	2,722	20.5	\$24,128	125.9
Healthcare Practitioners & Technical	11,630	3.5%	71,633	16.2%	9,744	1.2	\$85,888	88.3
Healthcare Support	18,135	5.5%	66,218	27.4%	2,247	8.1	\$29,056	95.0
Installation, Maintenance, & Repair	16,812	5.1%	51,522	32.6%	2,471	6.8	\$45,440	108.9
Legal	1,515	0.5%	8,711	17.4%	275	5.5	\$60,032	84.0
Life, Physical, & Social Science	1,026	0.3%	8,618	11.9%	542	1.9	\$63,360	84.6
Management	19,035	5.7%	64,023	29.7%	5,803	3.3	\$88,960	85.2
Military Specific	1,215	0.4%	20,446	5.9%	19	63.9	\$31,104	na
Office & Administrative Support	18,326	5.5%	172,795	10.6%	5,327	3.4	\$33,472	98.0
Personal Care & Service	22,756	6.9%	34,834	65.3%	1,042	21.8	\$28,032	96.4
Production	22,757	6.9%	48,374	47.0%	1,251	18.2	\$28,032	113.8
Protective Service	2,667	0.8%	27,215	9.8%	676	3.9	\$40,320	98.8
Sales & Related	45,802	13.8%	120,702	37.9%	6,168	7.4	\$50,048	94.9
Transportation & Material Moving	20,438	6.2%	88,311	23.1%	7,832	2.6	\$60,032	110.5

The table reports estimated impacts by occupation based on UI claimant activity including claimant and jobs in 2020, claimant-to-job posting ratios, and automation index (greater than 100 means above average risk of automation, lower than 100 means below average risk).

Data include claimants filing claims for multiple occupations.

Data counts of unique claimants by occupation.

Unemployment Insurance Claimant Data

131

Published February 18, 2021

Unemployment Insurance Claimant Data

Published February 18, 2021

Additional important information about the data.

- **New TWC Data.** TWC has worked on providing Workforce Solutions Boards with UI Claimant data. This report uses this new dataset.
- **Claimants by County.** This new format now uses the County of residence as provided by TWC as opposed to the county associated with the ES Offices where claimants filed their claims. By doing so, summary information for some tables and figures vary from what was previously reported particularly for County aggregate data and Industry by County.
- **Multiple Claims.** Workers may and do file multiple UI claims. Because of this, claimants may count more than once depending on how the data are aggregated. For instance, one worker may have filed two claims in different weeks for different industries and occupations – the claimant will count once for each week and once for each industry and occupation.
- **Missing Information.** Many records have missing information. Thus, summary information will vary. Depending on the information that is available, for instance, aggregating by sex will show different total numbers than aggregating by race/ethnicity.
- **Slicing Data.** Every time the data are sliced using one or more characteristics, the aggregate summary information will vary and not necessarily coincide with other summary information.
- **Residence and Place of Claim.** Claimants can reside outside the 13-county area and file their claim(s) in a WSA ES Office. This presents a different challenge. When summarizing by county, which is based on WSA ES Office location and their respective geographic assignments, the claimant will be counted for counties in the Alamo area. If the zip code that the claimant entered, however, is not fully or partially contained by a WSA county, then we exclude those zip codes and claimants with zip codes that are outside of the area will not be counted. Thus, the total number of claimants by location, county, city, or zip code, will vary.
- **Location.** Summary of claimants using certain administrative boundaries, such as City Council Districts or Bexar County Commissioner Precincts, are generated through geocoding of the addresses that claimants enter when applying for UI. Because claimants enter their address, these contain errors, misspellings, and other information that prevents the address from being identified in a map. There also may be addresses that are not yet coded into the US Census database and captured by the Address Locator. The way street address and number information are entered also impact geocoding (e.g., E Travis as opposed to Travis E.). Thus, the numbers reported for these administrative boundaries will generally involve an undercount. About 90% of addresses do get geocoded so the entire set of geocoded addresses reflect an undercount of approximately 10%. Each of the smaller administrative boundaries could include 90-100% of addresses, but it is not feasible to determine a precise undercount number within that range for smaller geographical/administrative areas.

Unemployment Insurance Claimant Data

Published February 18, 2021

Ricardo G. Ramirez, PhD(c)

Director of Quality Assurance

rramirez@wsalamo.org



AmericanJobCenter

Data Sources

- TWC UI Claimant data.
- Sybase InfoMaker ad hoc report using vw_claim_instance.
- EMSI for Jobs in 2019, Avg. Wages, job postings, and similar information.
- QCEW/BLS data for employer counts by industry.
- Burning Glass for job posting information.
- ArcGIS Business Analyst for employer/business information.

Methodology

- Counts mostly based on individuals using ssn, dob, and claim file date.
- For industry and occupation information, merged TWC data with ad hoc data using ssn, dob, and date claim was filed (involves ~3-5% margin of error).
- ArcGIS was used for geocoding of residential addresses and mapping spatial information.
- All of the analysis except the mapping was done using the R statistical software.

Definitions

- *Claimants*: includes all claimants regardless of type of claim or reason that the job seeker separated from the last employer that he/she had before filing.
- *Claim file date*: The date that the claimant filed his/her initial and/or additional UI claim.
- *Automation Index*: EMSI's potential automation risk based on job task content – derived from ONET work activities, combined with data of Frey and Osborne to identify risk and resilience tied to automation.

MEMORANDUM

To: WSA Board of Directors

From: Adrian Lopez, WSA CEO

Presented by: Adrian Lopez

Date: March 26, 2021

Subject: Procurement Diversity Program (SMWVBE)

Summary: The WSA Board asked the CEO to look at developing a Diversity Program to promote contracting opportunities to Small, Minority, Woman, and Veteran Owned Business Enterprises (SMWVBE). This will be a first time the WSA Board will consider and potentially approve a policy that promotes this priority.

The goals of the SMWVBE Program would be encourage Small, Minority, Women and/or Veteran Owned Business to participate in the competitive bid processes for all goods and services needed by the WSA. The objective is to increase business opportunities and to stimulate economic growth while considering diversity. The SMWVBE Program assures that qualified, certified SMWVBE vendors are considered and utilized in the procurement of all goods and services.

Analysis: Based on a Purchase Order report pulled from WSA fiscal database, there are currently 360 vendors that are under contract with WSA for goods and services. Because WSA does not currently have a SMWVBE Program nor policy, the first part of the development of a program is to look at existing data. Staff sent the list of vendors to the South Texas Regional Certification Agency to cross reference this data with their database. In addition, Staff downloaded Bexar County's Small Business and Entrepreneurship Department Contract and Diversity Management System. Of the 360 vendors, 31 were identified as certified a SMWVBE.

Staff understands that the data is not complete because not all WSA contracted vendors are registered with the South Texas Regional Certification Agency or other similar organizations even though they may meet the qualifications. For example, C2 Global Services that operates the WSA One Stop centers is not currently certified, even though they are 51% or more minority owned.

Staff presented to the Strategic Committee and asked for their input and suggestions. Board members suggested that in light of the incomplete data, that staff request that all current vendors self-identify and another board member suggested staff survey TWC to see what they are doing.

Staff reviewed and analyzed three current policies: City of San Antonio, Bexar County and Alamo Colleges. Based on each of the policies, staff drafted the attached draft policy as a basic framework for discussion purposes. The draft policy still needs to be vetted by legal. In addition, staff is currently surveying the other 27 workforce boards to review their policies.

The draft policy sets out basic parameters and aspirational goals. “Please note that SMWVBE participation aspirational goals are not included in the evaluation of bids or proposals for awards and nothing in this policy is to be construed to require Workforce Solutions Alamo to award a contract to any bidder other than the best value bidder as required by law and Workforce Solutions Alamo policies/procedures and funder requirements.” The policy also proposes to use the first year as a baseline year to collect and refine data and to be utilized for potential future changes to the policy.

Alternatives: None considered at this moment.

Fiscal Impact: None

Recommendation: The draft policy is offered up for discussion purposes.

Next Steps: A new Procurement Director will be coming onboard on March 22, 2021 and she will be responsible for the completion of the policy which will be presented to the full board for approval in the June 2021 meeting.

Workforce Solutions Alamo SMWVBE Policy

PURPOSE

Workforce Solutions Alamo (WSA) establishes this policy to encourage the use of Small, Minority, Women and/or Veteran Owned Business Enterprises (SMWVBEs). The purpose of this policy is to ensure that SMWVBE's are provide practicable opportunity to participate in WSA purchasing and contracting opportunities. All individuals and entities doing business, or anticipating doing business, with Workforce Solutions Alamo are encouraged to support and implement strategies to achieve the goal of establishing equal opportunity for all

Workforce Solutions Alamo will recognize SMWVBEs certification credentials from the South-Central Texas Regional Certification Agency and The State of Texas HUB Program as defined below. It is the process of Workforce Solutions Alamo to encourage participation by Small, Minority, Women and/or Veteran Owned Business Enterprises to secure vendor opportunities offered by Workforce Solutions Alamo.

It is the policy of Workforce Solutions Alamo that its contractors, their subcontractors, and suppliers, as well as all suppliers of all goods and services, shall not discriminate on the basis of race, color, religion, national origin, disability, gender or sexual orientation in the award and/or performance of contracts.

Please note that SMWVBE participation aspirational goals are not included in the evaluation of bids or proposals for awards and nothing in this policy is to be construed to require Workforce Solutions Alamo to award a contract to any bidder other than the best value bidder as required by law and Workforce Solutions Alamo policies/procedures and funder requirements.

DEFINITIONS

1. "Availability" means those vendors, SMWVBE and non-SMWVBE, that have asked to participate in Workforce Solutions Alamo purchasing and contracting activities and are identified for the purpose of validating and documenting the willingness of vendors to participate;
2. "Certification" means certification as a HUB, SBE, MBE, DBE, WBE or VBE awarded by any authorized agency that certifies that a business is a for-profit independent operating business that is at least 51% owned, operated and controlled by minority person(s) and/or a woman or women. The ownership by minorities and women must be real and substantial.
3. "Certification Agency" means an authorized local, state, federal or private sector entity that provides certification services, which consist of supplier submittal of a certification application with supporting documentation, review, and often a personal interview or site visit to validate claims of SMWVBE status.

4. “Contractor” or “Supplier” or “Company” means any person or legal entity that submits a bid or proposal to provide labor, goods or services to Workforce Solutions Alamo by contract for profit; and any person or legal entity that supplies or provides labor, goods or services to Workforce Solutions Alamo by contract.
5. “Expertise” means demonstrable skills or knowledge of the field of endeavor in which certification is sought, including licensure where required.
6. “HUB Program” means the State of Texas HUB Program of the Texas Procurement and Support Services (TPASS) division of the Texas Comptroller of Public Accounts. TPASS certifies HUB-eligible applicant suppliers and maintains a list of HUB-certified suppliers for Texas state agencies and governmental entities.
7. “Joint Venture” means a legal entity in the nature of a partnership or association engaged in the joint prosecution of a particular transaction for mutual benefit. In cases of joint ventures between local and out- of-town business enterprises or a non-MWBE and MWBE business enterprise, if 51% or more of the contract amount of the work is performed by the local MWBE business enterprise and 51% or more of the compensation is paid to the local MWBE, then 100% of that contract amount will be applied towards the MWBE goal. If less than 51% of the work is performed by the local business enterprise or an MWBE, then only that portion of the contract amount will apply towards the MWBE goal.
8. “Minority and Women Owned Business Enterprise” or “MWBE” means a sole proprietorship, partnership, joint venture or other legal entity owned, operated, and controlled by one or more minority group member(s) or women that have at least 51% ownership. The minority group member(s) or women must have operational and managerial control, interest in capital, and earnings commensurate with the percentage of ownership.
9. “Minority Group Member” means those persons, citizens of the United States and lawfully admitted resident aliens, who are defined as Black, African American, Hispanic, Mexican American, Asian American, Asian Pacific American, Asian Indian American or Native American.
10. “Prime Contractor” means a supplier or contractor awarded a contract or purchase order.
11. “Professional Service Equivalent” means a procurement of professional services where the responsible account principal and/or the professional performing the services are a woman and/or a Minority Group Member.

12. "Responsible" means a supplier can demonstrate the capacity and willingness to perform the bid or proposal (i.e., proper equipment, manpower, financial resources, technical expertise, etc.).
13. "Responsive" means the supplier's bid or proposal meets the specifications and requirements set forth in the Workforce Solutions Alamo request or solicitation.
14. "Small Business Enterprise" or "SBE" means a business owner meeting all criteria outlined in the U.S. Department of Transportation (DOT) guidelines in 49 CFR Part 26, including the CFR Small Business Administration size standards.
15. "Veteran Business Enterprise" or "Veteran" means a business structure that is at least 51% owned and controlled by an individual who served in the United States Armed Forces, and who was discharged or released under conditions other than dishonorable.
16. "Minority, and/or Women Owned Business Enterprise" ("MWBE") means a business which is a business entity, sole proprietorship, partnership, or joint venture in which at least 51 percent is owned, operated, and controlled by a person or persons who are socially disadvantaged because of their identification as members of certain groups who historically have suffered the effects of discriminatory practices. MWBE groups include:

 Black Americans - which includes persons having origins in any of the Black racial groups of Africa; Hispanic Americans - which includes persons of Mexican, Puerto Rican, Cuban, Central or South American, or other non-Iberian Spanish or Portuguese culture or origin, regardless of race; Asian Pacific Americans - which includes persons whose origins are from Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Samoa, Guam, the U.S. Trust Territories of the Pacific and the Northern Marianas; Native American - which includes persons who are American Indians, Eskimos, Aleuts, or Native Hawaiians; and Women.
17. "South Central Texas Regional Certification Agency (SCTRCA)" means the agency contracted with Alamo Colleges District and other local public entities for certification of Minority Business Enterprises (MBEs), Small Business Enterprise (SBEs), Women-owned Business Enterprises (WBEs) and/or Veteran Business Enterprises (VBEs). The SCTRCA receives audits and certifies applications from said businesses in accordance with federal, state, and local laws and regulations, as well as guidelines adopted by the SCTRCA Board of Directors, on behalf of Workforce Solutions Alamo.
18. "Subcontractor" means a legal entity that takes a portion of a contract from a principal contractor or another subcontractor. In the event of a subcontractor relationship, if the

SMWVBE subcontractor performs 51% or more of the contract work and 51% or more of the compensation paid to the SMWVBE subcontractor, then 100% of the contract amount will apply towards the SMWVBE goal. If the SMWVBE subcontractor performs less than 51% of the work and less than 51% of the compensation is paid to the SMWVBE subcontractor, then only that contract amount will apply towards the SMWVBE goal.

ROLES AND RESPONSIBILITIES

Workforce Solutions Alamo procurement department

When assembling information for purchases, the departments will be responsible for seeking out and using SMWVBEs as referenced in accordance with the SMWVBE Procedure and Goals, when practicable, reasonable and within sound business principles to do so, as set forth below.

1. Procure all goods and services that maximize performance and achieve Workforce Solutions Alamo SMWVBE goals;
2. Identify employees with purchase requisition and PCARD duties and ensure that they obtain necessary training in appropriate SMWVBE/Purchasing procedures before purchasing approval is granted; and
3. Uphold the minimum SMWVBE solicitations and quote requirements during the procurement process. A minimum quote requirement of one SMWVBEs is established for purchases that are subject to the Informal Competitive Procurement Process.
4. The Procurement Director, in collaborative efforts with departments, will utilize as appropriate, purchasing rules and regulations in support of the SMWVBE Policy with good faith effort objectives and goals, by following and maintaining an effective purchasing procedure through SMWVBE Procedure, as follows.
5. The Procurement Director will conduct outreach efforts to build relationships with the SMWVBE community and organizations throughout San Antonio and the State of Texas.
6. The Procurement Director will seek out SMWVBEs to solicit bids and proposals in support of this policy and goal.
7. Work with Workforce Solutions Alamo executives and departments to develop necessary forms, formats and procedures in compliance with this policy.
8. Work with SMWVBEs to ensure timely delivery of all goods and services for Workforce Solutions Alamo campuses and departments for the greatest value in compliance with Workforce Solutions Alamo's purchasing policies and procedures; and
6. Help provide training to assist Workforce Solutions Alamo employees in compliance of the SMWVBE policies and procedures towards purchasing policies.

Vendors

It is the responsibility of the vendor to ensure that all required forms to do business with Workforce Solutions Alamo are up to date and all applicable opportunities for subcontracting follow the requirements of the SMWVBE Policy to ensure the success and value of Workforce Solutions Alamo SMWVBE effort, as follows.

1. Vendors are required to complete and submit a Vendor Registration form with all supporting documents to Workforce Solutions Alamo.
2. Vendors are required to send information updates to Workforce Solutions Alamo, to ensure all information in its Vendor database is accurate and precise; also, Vendors must submit changes in email form to document changes such as certifications, ownership changes, and information pertaining to procurement process.
3. In conjunction with completing the SMWVBE Subcontracting forms, each Vendor will notify SMWVBES in writing when SMWVBE subcontracting opportunities are available, allowing sufficient time for the SMWVBES to propose their participation in the work the supplier plans to subcontract. The notification shall include, but is not limited to, the following:
 - A. Provide information concerning the intended subcontracting work;
 - B. Provide bonding and insurance requirements that the SMWVBE Subcontractor will be required to fulfill;
 - C. Provide a point of contact (name, title, phone number, and address, etc.) within the Vendors organization that can answer any question a SMWVBE may have concerning the project; and
 - D. Provide SMWVBES that are genuinely interested in the project with adequate information about the project (i.e., plans & specifications, scope of work, etc.) and any other information that will prove beneficial to the SMWVBE.
4. Vendors are required to provide written notice/explanation to the SMWVBE Program Office when a change is made to the SMWVBE Subcontractor Plan after the plan has been submitted. The SMWVBE Program Office will then evaluate the new plan and determine whether changes will be accepted per justification of change.
5. For those Vendors that experience difficulty in locating certified SMWVBES, a list will be provided to help in the search of SMWVBES for subcontracting opportunities.

Procurement Director

In order to fully implement the intent and goals of this procedure, the Procurement Director is responsible for the implementation, monitoring, and general operations of the SMWVBE policy requirements. In addition, all Workforce Solutions Alamo departments are required to coordinate and support the SMWVBE Program. The Procurement Director shall be responsible for the overall administration of the program for Workforce Solutions Alamo, as follows:

1. Establishing procedures for the implementation of the policy;
2. Developing and implementing educational programs to assist SMWVBEs to compete effectively for Workforce Solutions Alamo contracting opportunities;
3. Making recommendations to Workforce Solutions Alamo CEO to further the objectives of this procedure;
4. Compiling quarterly reports reflecting program statistics and the progress in attaining Workforce Solutions Alamo SMWVBE goals;
5. Reviewing, developing, and providing access to a directory of certified SMWVBEs, HUBs and those in the SCTRCA and HUB program certification process;
6. Serving as Workforce Solutions Alamo board representative to the South Central Texas Regional Certification Agency;
7. Assisting departments with identifying SMWVBE's for use in the procurement process;
8. Establishing efforts to build and maintain partnerships with other public, non-profit agencies and private enterprise organizations for the purpose outlined in this policy;
9. Performing other duties assigned by Workforce Solutions Alamo to comply with the intent of this procedure;
10. Providing assistance to departments with SMWVBE searches for quotes, qualifications and solicitation requirements for the purchasing procedures;
11. Assisting Vendors with understanding "how to do business with Workforce Solutions Alamo" and the vendor registration process;
12. Updating, maintaining, and managing SMWVBE and Vendor databases for Workforce Solutions Alamo; and
13. Coordinating meetings with Vendors throughout San Antonio and the State of Texas regarding the business processes and policies procedures of Workforce Solutions Alamo.
14. Analyzing potential contracts of \$100,000 or more. Workforce Solutions Alamo SMWVBE Policy when considering entering into a contract with an expected value of \$100,000 or more over the life of the contract (including any renewals) shall, before the

agency solicits bids, proposals, offers, or other applicable contract. If so, the SMWVBE Program in accordance with Purchasing and Contract Administration will include a SMWVBE Subcontracting Plan apart of the proposal.

SMWVBE PROGRAM ASPIRATIONAL GOAL

Workforce Solutions Alamo establishes a Small, Minority, Women, Veteran, Business Enterprise (SMWVBE) Policy with aspirational participation targets of 20% for Small, Minority, Women, Veteran, Business Enterprise (SMWVBE).

Through marketing and outreach efforts, Workforce Solutions Alamo will attempt to encourage all segments of the business community to compete and participate in procurement activities.

Each year the SMWVBE Aspirational Goal will be reviewed and potentially adjusted. It is understood that the first year of the implementation of this policy will serve as a baseline year and will be utilized to determine how to adjust goals in the future.

SMWVBE UTILIZATION REPORTING

The SMWVBE Program Office will develop and maintain a SMWVBE utilization reporting by compiling and analyzing quarterly and annual data. The SMWVBE utilization will be reported annually to the Board of Directors.

OUTREACH PROGRAM

The SMWVBE Program Office will establish an outreach program designed to contact and maintain continuous liaison with the local and regional SMWVBE business community. The major objectives of the outreach program are (1) to become knowledgeable of SMWVBE firms capable of supplying needed materials, supplies, equipment, and services, and (2) to inform the SMWVBE community of business opportunities with Workforce Solutions Alamo and of requisite business processes and procedures.

Outreach to SMWVBE organizations within San Antonio and the State of Texas will include:

- A. Supporting organizations with training on how to do business with Workforce Solutions Alamo and how to obtain supplier certifications and registration for members through events.
- B. Providing current opportunities for organization members learn of opportunities with Workforce Solutions Alamo.
- C. Partnering and promoting organizations' events throughout the fiscal year.
- D. Establishing Workforce Solutions Alamo's commitment to the SMWVBE community by being available to and supportive of the SMWVBE business community by engaging in events throughout the State of Texas.

	30 Days January - February	60 Days February – March	90 Days March - April	120 Days April – May
Learning Goals	<ul style="list-style-type: none"> Organization’s staff – who’s who WSA’s goals and priorities Department’s Assessment 	<ul style="list-style-type: none"> Get familiarized with WSA’s programs Create Communication Department process End of the Year Report 	<ul style="list-style-type: none"> Begin Media Appearances Increase meetings with BSRs business partners 	<ul style="list-style-type: none"> Establish events to share Sector Base Model
Goals	<ul style="list-style-type: none"> Begin structured analysis and strategy <ul style="list-style-type: none"> Meet with CEO; Create priority list Connect with / meet Board members Meet with Department Heads collaborate on effective process Meet with all staff members Plan weekly staff meetings Begin meetings with Media <ul style="list-style-type: none"> Bexar County TV, Radio, Print, Influencers WOAI Partnership established – Web column Counties where Rural Career centers are located will be on going. Create strategic communication action plan <ul style="list-style-type: none"> Press Release - New GR & PR Director to Community Begin communication with Bexar County elected officials Begin weekly social media updates Work to establish (English) media partner for 2-3 mins weekly segment Duplicate with (Spanish) media for 2-3 mins weekly segment Begin process for end of the year report 	<ul style="list-style-type: none"> Begin phase 1 - Strategic communication action plan. <ul style="list-style-type: none"> Strategic plan: Aggressive Media outreach for job fairs / WSA events / etc. Increase Social media <ul style="list-style-type: none"> Increase number of followers Increase engagement Be responsive to any questions / comments / concerns Include virtual or in person appearances in schools / colleges etc. Include virtual townhalls with top media partners (KSAT) to introduce sector base model 18 media stories February 3 – March 18 <ul style="list-style-type: none"> 21 up to date; Include broadcast, digital print, Media mentions, Radio Co-hosting KEDA Radio 99.9 FM / 1540 AM Saturday’s 9AM in March. Ongoing meetings with Media <ul style="list-style-type: none"> Bexar County TV, Radio, Print, Influencers KSAT Partnership establish – biweekly segments KRLN Partnership in the works Counties where Rural Career centers are located will be on going. Begin meeting with all program directors <ul style="list-style-type: none"> Meet marketing program needs Begin planning Ribbon Cutting event <ul style="list-style-type: none"> Sent KGB run of show and all details Send KGB samples of End of the year report <ul style="list-style-type: none"> With Director’s program information 	<ul style="list-style-type: none"> Ongoing meetings with Media <ul style="list-style-type: none"> Bexar County TV, Radio, Print, Influencers Finalize KRLN Partnership Counties where Rural Career centers are located will be on going. Continue weekly social media updates Begin KSAT with established programing segments Department Retreat: Engagement from staff after March 31st. Work with Chambers on hosting an event with Aaron Demerson - Commissioner Representing Employers. “State of the Employer” <ul style="list-style-type: none"> Way to have an audience and share sector based model Receive 1st Draft of End of the year report from KGB Marketing for Sector Base model Begin planning Seguin Ribbon Cutting 03.31.2021 - E. Houston Ribbon Cutting Begin organizing 25th Anniversary event lapel pins Increase Career Center Visits 	<ul style="list-style-type: none"> Ongoing meetings with Media <ul style="list-style-type: none"> Bexar County TV, Radio, Print, Influencers Counties where Rural Career centers are located will be on going. Continue weekly social media updates KSAT bi-weekly programing segments Begin phase 2 - Strategic communication action plan. <ul style="list-style-type: none"> Strategic plan: Aggressive Media outreach for job fairs / WSA events / etc. Increase Social media <ul style="list-style-type: none"> Increase number of followers – Should be at 6.5 K Increase engagement Be responsive to any questions / comments / concerns Include virtual or in person appearances in schools / colleges etc. – Should have at least 2 Visits In person events to introduce sector base model <ul style="list-style-type: none"> i.e., “State of the Employer” Continue to work with Program Director’s <ul style="list-style-type: none"> Measure success of recruitment with marketing collateral
Personal Goals	<ul style="list-style-type: none"> Build trust and strengthen vision buy in for department staff 	<ul style="list-style-type: none"> Begin organizing Department Retreat 	<ul style="list-style-type: none"> Build on trust and strengthen board & staff relationship Successful E. Houston Ribbon Cutting with 	<ul style="list-style-type: none"> Meet with Adrian for assessment

Media Stories (up to date)

Station	Reporter First Name	Reporter Last Name	Interview	Media Type	Date Aired	Topic	Length of Story	Link
Univision			Yes	Virtual Townhall	03/22/2021	How to prepare for the Virtual Job Fair with Brooks, SAWorks, and Goodwill	60 Mins.	Facebook Live @ 7 PM
WOAI News 4	Maritza	Núñez	No	Digital Print	3/18/2021	Collaborative Virtual Job Fair with Brooks, SAWorks, and Goodwill	237 Words	35 San Antonio Companies team up for massive, virtual job fair; Here's how you sign up...
KSAT	Steven	Cavazos	Mention	Broadcast & Digital Print	3/18/2021	Series - Collaborative Virtual Job Fair with Brooks, SAWorks, and Goodwill	Good Morning San Antonio (GMSA) Live at 9 AM	Global company seeks to fill 100 positions at upcoming Brooks virtual job fair
KSAT	Max	Massey	Yes	Broadcast & Digital Print	3/16/2021	Series - Collaborative Virtual Job Fair with Brooks, SAWorks, and Goodwill	Good Morning San Antonio (GMSA) Live at 9 AM	Collaborative virtual job fair set to help San Antonio get back to work
KEDA Radio 99.9FM / 1540 AM	Robert / Cristina	Vargas III / Bazaldúa	Yes	Radio	3/13/2021	Collaborative Virtual Job Fair with Brooks, SAWorks, and Goodwill	27 Mins.	KEDA Radio 99.9 FM / 1540 AM
MySA	Candice	Avila-Garcia	No	Digital Print	3/11/2021	Workforce Solutions Alamo Business and Finance Virtual Job Fair	133 Words	https://www.mysanantonio.com/news/local/article/City-of-San-Antonio-virtual-job-fair-16017589.php
KSAT	Max	Massey	Yes	Broadcast & Digital Print	3/9/2021	Series - Collaborative Virtual Job Fair with Brooks, SAWorks, and Goodwill	Good Morning San Antonio (GMSA) Live at 9 AM	Collaborative virtual job fair set to help San Antonio get back to work

Seguin Gazette	Dalondo	Moultrie	Yes	Digital Print	3/7/2021	Seguin unemployment compared to national numbers	TBD	http://seguingazette.com/news/article_65a20af4-7e24-11eb-a917-ef56e476102b.html#tncms-source=article-nav-prev
San Antonio Report	Waylon	Cunningham	Yes	Digital Print	2/25/2021	Dream Proposal	997 words	Workforce Solutions Alamo gives grants to San Antonio-area child care centers (sanantonioreport.org)
WOAI News 4	Ryan	Wolf	Yes	Broadcast	2/17/2021	Pandemic Proof Jobs	3:02 minutes and 478 words	San Antonio paying people to land pandemic-proof jobs KABB (foxsanantonio.com)
WOAI News 4	Maritza	Nuñez	No	Digital Print	2/12/2021	The Center for Health Care Services Job Fair	84 words	High demand for registered nurses and licensed vocational nurses in San Antonio WOAI (news4sanantonio.com)
WOAI News 4	Maritza	Nuñez	No	Digital Print	2/9/2021	WSA Job Fair(s) Post	139 words	https://news4sanantonio.com/news/job-tracker/two-virtual-job-fairs-set-up-to-help-san-antonians-find-the-perfect-job
San Antonio Report	Jackie	Wang	Quote	Digital Print	2/9/2021	(Bexar Co. Commissioner Meeting) Bexar County commissioners hear of 'skill set mismatch' complicating workforce development efforts	798 words	https://sanantonioreport.org/bexar-county-commissioners-hear-of-skill-set-mismatch-complicating-workforce-development-efforts/
WOAI News 4	Maritza	Nunez	No	Digital Print	2/4/2021	Toyota Drive Thru Hiring Event	71 words	Looking for a job at the Toyota plant? Drive-thru hiring event set for this weekend WOAI (news4sanantonio.com)
mySA & San Antonio Express-News	Candice	Avila-Garcia	No	Digital Print	2/4/2021	Toyota Drive Thru Hiring Event	155 words	Toyota San Antonio job fair set for this weekend (mysanantonio.com)
North San Antonio Chamber	N/A	N/A	No	Digital Newsletter	2/4/2021	December Unemployment Rates	123 words	https://www.northsachamber.com/nsac-news/#LatestNews
WOAI News 4	Robyn	Oguinye	Yes	Broadcast	2/4/2021	COVID-19 - Women in the workforce; Unemployment data	10 O'clock News	Live news

WOAI News 4	Maritza	Nunez	No	Digital Print	2/3/2021	Train For Jobs SA	204 words	Know someone looking for a job in the San Antonio area? Start here... WOAI (news4sanantonio.com)
San Antonio Report	Iris	Dimmick	No	Media mention, Digital Print	2/3/2021	Train For Jobs SA; local politics	586 words	With nearly 5,000 San Antonians signed up, Train for SA hopes to enroll 5,000 more (sanantonioreport.org)
KENS 5	Megan	Ball	Yes	Broadcast & Digital Print	1/26/2021	COVID-19 - How to land a job	1.4 minutes / 1061 words	IN THE LOOP: How to land a job during the middle of a pandemic
KVDA 60	Joanna	Benavidez	No	Broadcast Media Mention	1/26/2021	December Unemployment Rates	5 O'clock News	Live news