



CHILD CARE COMMITTEE

Workforce Solutions Alamo
100 N Santa Rosa Ave
San Antonio, TX 78207
April 26, 2021
8:00 AM

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

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

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

I. CALL TO ORDER AND QUORUM DETERMINATION

Presenter: Doug Watson, Chair

II. ROLL CALL

Presenter: Doug Watson, Chair

III. PUBLIC COMMENT

Presenter: Doug Watson, Chair

IV. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Doug Watson, Chair

**V. DISCUSSION AND POSSIBLE ACTION ON MINUTES OF
JANUARY 11, 2021 CHILD CARE COMMITTEE MEETING**

Presenter: Doug Watson, Chair

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**VI. AVANCE QUALITY CHILD CARE MATTERS PROGRAM PROPOSAL
(DISCUSSION AND POSSIBLE ACTION)**

Presenter: Jessica Villarreal, Child Care Services Director

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VII. CHILD CARE QUALITY CONTRACT (CCQ & CCS) RFP (DISCUSSION AND POSSIBLE ACTION) 20

Presenter: Jessica Villarreal, Child Care Services Director

- a. CCS Contract
- b. CCQ Contract

VIII. BRIEFING (DISCUSSION AND POSSIBLE ACTION) 41

Presenter: Jessica Villarreal, Child Care Services Director

- a. Child Care Performance Briefing
- b. TRS Certification Training Briefing
- c. Texas Mutual Grant Briefing
- d. CC 11, C4 Policy
- e. Layoff Aversion Grant - Briefing
- f. Early Matters director & Hiring Staff Briefing

IX. CEO REPORT

Presenter: Adrian Lopez, CEO

- a. Success Stories

X. CHAIR REPORT

Presenter: Doug Watson, Chair

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

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

XII. ADJOURNMENT

Presenter: Doug Watson, Chair



CHILD CARE COMMITTEE MEETING MINUTES

Workforce Solutions Alamo
100 N. Santa Rosa, Suite 120
San Antonio, TX 78207
January 11, 2021
9:00AM

BOARD MEMBERS: Doug Watson, Betty Munoz, Dr. Sarah Baray, Katherine Filut, Ana DeHoyos O'Connor, Leslie Cantu, Eric Cooper, Frank Crowder, Jamie Allen

WSA STAFF MEMBERS: Adrian Lopez, Mark Milton, Louis Tatum, Jessica Villarreal, Angela Bush, Aaron Smith, Tony Martinez, Barbetta Womack, Cathi Cohen, Chakib Chehadi, Jessica Dovalina, Chuck Agwuegbo, Joshua Villela, Melissa Sadler-Nitu, Michael DeFrees, Teresa Chavez, Linda G. Martinez

PARTNERS: Alex Lopez

AGENDA

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

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

- I. CALL TO ORDER AND QUORUM DETERMINATION
Presenter: Doug Watson, Chair
The meeting was called to order at 9:00 AM.
- II. ROLL CALL
Presenter: Doug Watson, Chair
Roll was called and a quorum was met
- III. PUBLIC COMMENT
Presenter: Doug Watson, Chair
There are no public comments.
- IV. DECLARATIONS OF CONFLICT OF INTEREST
Presenter: Doug Watson, Chair
There are no conflicts of interest.
- V. DISCUSSION AND POSSIBLE ACTION ON MINUTES OF
NOVEMBER 16, 2020 CHILD CARE COMMITTEE MEETING
Presenter: Doug Watson, Chair
**Upon motion by Ana DeHoyos-O'Conner and second by Eric Cooper the
Board unanimously approved the November 16, 2020 meeting minutes.**

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- VI. Briefing: AVANCE
Presenter: Dr. Teresa Granillo, AVANCE
- Dr. Granillo spoke on an increase in parent presence and parents have pursued further education by obtaining GED's and even pursuing Bachelor's degrees. Dr. Granillo spoke on the statistics provided by UT Austin regarding back-to-school readiness.
 - AVANCE implemented a program to assist parents with newborns who wanted to return to work.
 - Out of ten participants, two have obtained their Texas Rising Star (TRS) certification.
 - AVANCE received grant from TWC to expand in Travis County to fifty childcare providers.
- VII. BRIEFING: EDUCARE Initiative
Presenter: Dr. Henrietta Munoz, Executive Director
- Not available for presentation.
- VIII. UPDATE CHILD CARE QUALITY CONTRACT (CCQ) RFP EVALUATIONS (DISCUSSION AND POSSIBLE ACTION)
Presenter: Louis Tatum, CFO
- Independent evaluators recommended sending highest ranking proposal - City of San Antonio with overall score of 90 out of 100
 - Next step is to move recommendation to the full board for approval. Once approved, will begin process of negotiation and execution of contract.
 - Mr. Doug Watson: Inquired how to ensure there is a seamless transition between contracts and that we will not lose service to childcare centers?
 - Mr. Tatum: We would not be able to start the contract in February, but maybe the month of March. We will need to have a month of transitioning the services.
 - Mr. Doug Watson: So, we are paying both contractors for a month?
 - Mr. Louis Tatum: No, what we would do is we would give the one that was awarded a transition budget and they would be able to incur additional costs during that period. We would pay the current provider for the full month and see if the new contractor wants to pick up new staff, interview them and transition as the new contractor.
 - Mr. Doug Watson suggested writing it into the contract to encourage picking up staff already present as opposed to hiring new people.

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- Mr. Louis Tatum agreed this is the plan.
- Dr. Sarah Baray states that that she does not believe it is appropriate to tell who is overseeing the project that they have to pick up these staff as they should be able to staff people as they see fit. She states that if we were going to require that, it should have been included in the RFP so they could have included that in their proposal.
- Mrs. Jessica Villarreal states that the transition will be April 1st, 2021 so now is the appropriate time for the transition to take place.
- Ms. Ana DeHoyos - O'Connor states that she would like WSA to maintain the trajectory we are on with the centers we are working with as they prepare for assessments.
- Mr. Doug Watson has concerns about efficiency of staffing.
- Mr. Adrian Lopez states we can put metrics into the contract that will help to ensure we are on top of the hiring of the team.
- Dr. Sarah Baray states she believes it is our job to put outcome measures in our contract but trust the contractor to get the job done how they see fit.

IX. CHILD CARE BRIEFING (DISCUSSION AND POSSIBLE ACTION)

Presenter: Jessica Villarreal, Child Care Services Director

a. Child Care Committee Guidelines Briefing

- Based off Child Care Committee guidelines established in October 2021, WSA and contractors have been using those guidelines to develop strategies and priorities to increase the following:

- a. Texas Rising Star (TRS) Stipend \$258k to sustain childcare providers. (31 awarded)
- b. Dream Proposal \$85k serving 684 clients which was awarded 12/31/2020. (10 awarded)
- c. Accreditation that supports Texas Rising Star (TRS) providers through the National Accreditation Process (23 awarded)
- d. Child Development Associate, (CDA) renewals (8 awarded)
- e. Texas Association for the Education of Young Children Conference, (TAEYC) that provided scholarships for professional development.
- f. Education Incentive (8 awarded in January 2021 / \$1,000/stipend)
- g. Provider resources that targeted STEAM were delivered prior to 1/1/2021.

- Ana DeHoyos O'Connor placed emphasis on the importance of pushing to obtain an Applied Associates degree, (AA), after obtaining Child Development Associate, (CDA). Mr. Doug Watson echoed this notion stating it is a priority when coming up plan to disperse funds that we can to continue with

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CDA's but also push for people to obtain AAs and then reward them as PreK-SA did when scholarships are complete.

- Mr. Adrian Lopez states that first draft of local plan for public comment has been issued and will ensure these strategies will be included in local plan.

b. Child Care Performance Briefing

- TWC Child Care not meeting performance effective October 1, 2021 due to impact of COVID and other external issues.
- Goals were on target from Oct 2019 - Oct 2020. In Oct 2020, TWC put a freeze on enrollment where 8,792 students were enrolled. When TWC reset goals for the year, due to the freeze, it caused a setback.
- Mr. Doug Watson wanted to clarify the drop in enrollment from 10,093 students to 8,792 from Sept 2020 – Oct 2020.
- Mrs. Jessica Villarreal states that due to attrition and the pandemic, it started the school year off in a negative performance.
- Mr. Doug Watson asked to clarify how the calculations were averaged.
- Mr. Tony Martinez explains that this is a year-to-date average over a 12 month period. Sept 2020 was the YTD of the entire school year. The new metrics for the calendar year, considering the enrollment freeze and pandemic attrition, caused the drop in performance.
- Ms. Ana DeHoyos O'Connor requesting graph/chart to show specifically infant, toddler and preschool care to see where the need may be. In addition, in the long term, categorizing within the city areas that are providing service.
- Mr. Doug Watson inquired how many enrollments were required through CPS.
- Mrs. Jessica Villarreal states she will provide information.
- Mr. Adrian Lopez said the state is already looking to re-allocate funds as these performance issues are statewide.
- Mr. Lopez states \$17M in funds were spent to assist in childcare between April 2020 – June 2020.
- Mr. Doug Watson inquired what is being done to increase enrollments.
- Mrs. Jessica Villarreal states they have been working closely with the City of San Antonio (COSA) to increase enrollments. Enrollments are at 20.76% for rural areas and 79.24% for urban areas from Oct. 2020 – Dec. 2020 which is on target. Alamo met most goals above larger boards in Texas.
- Mr. Doug Watson inquired how many students are needed to increase by to meet goal.
- Mrs. Jessica Villarreal states 450-500 students are needed to meet 95% goal.

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- COSA has strategy plans for direct contact, reaching out via constant contact. COSA sent out e-mails to 572 registered childcare service providers which was a goal met on 1/8/2021. They also e-mailed 9,672 clients by that same date. On January 22, they will be sending out a service availability notification for Pre-K- 4 SA, Head Start, Early Head Start, Parks & Recreation. They will also be sending an e-mail blast with info for 80 non-profit partners in addition to website announcements, social media, outreach in local and rural communities.
 - WSA is meeting weekly with COSA to ensure updated information has been received.
 - Ms. Ana DeHoyos O'Connor comments to make information available that centers are open and finding ways to make parents feel more comfortable enrolling their children.
 - c. Parent Share of Cost Policy
 - Mrs. Jessica Villarreal provided the Child Care Committee with information regarding the Parent Share of Cost Policy.
 - o Child Care Services (CCS) parents must pay a parent share of cost (PSOC) based on income, family size, and the number of children in care.
 - o On December 28, 2020, the Board approved PSOC discounts for parents choosing a Texas Rising Star (TRS) provider. WSA updated childcare policy CC 12, C2 Parent Share of Cost to include the TRS discount.
 - o TWC has the following requirements associated with the TRS discount:
 - The parent continues to receive the discount if the TRS provider loses certification
 - The parent continues to receive the discount if the parent moves or changes employment and there are no TRS providers to meet the needs of the parent's changing circumstances.
 - o Mr. Doug Watson pointed out a Board member requested to see the literature/brochure outlining how this policy was going to be implemented.
- Upon motion by Dr. Sarah Baray and 2nd Ana DeHoyos-O'Conner the Board unanimously approved the Parent Share of Cost Policy.**
- d. Texas Mutual Grant Briefing
 - Mrs. Jessica Villarreal briefed the Child Care Committee on the Texas Mutual Grant.
 - WSA received a grant in the amount of \$75K from Texas Mutual.

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- WSA will use these grant funds to enhance outdoor learning environments for childcare providers. Outdoor learning environments are an ideal way to promote social distancing and keep learning interesting during the pandemic. Additionally, improving the outdoor learning environment is a Texas Rising Star (TRS) measure and promotes quality and inclusion.
 - Child Care Services (CCS) providers continue to struggle financially due to challenges associated with the pandemic. Most providers are losing revenue and cannot afford to invest in quality.
 - This grant opportunity will allow WSA to leverage resources for CCS providers during a critical time of need. The need for outdoor learning environments was determined by surveys, TRS assessments, and recent provider proposals.
 - Funds must be dispersed by November 30, 2021.
 - Award amounts ranged from \$2500 - \$5000 with a maximum of 20 awards will be awarded.
 - Timeline for awarding funds:
 - o 1/11/2021 Present plan to Child Care Committee
 - o 1/12/2021 Send application to pool of eligible providers with due date and link to apply; both rural & urban providers can apply.
 - o 1/20 and 1/27 Provider Q&A
 - o 2/12/2021 Application closes
 - o 3/5/2021 Determine finalists and award amount.
- e. Joint Base San Antonio (JBSA)
- Mrs. Jessica Villarreal, Child Care Director, provided the Child Care Committee with information and requesting the Committee's approval.
 - Boards have the flexibility of adding local priority groups for childcare assistance based on local needs. The City of San Antonio is home to one of the largest concentrations of military bases in the United States of America. Therefore, there is high demand for childcare services at JBSA locations.
 - WSA is requesting approval to address the need for Child Care at JBSA locations. Upon committee approval to add this group to the local priority list (Priority Group III), the Child Care policy, CCS 11, C3 Maintenance of Waiting List & Board Priority Groups.
 - JBSA is one of the largest employers in San Antonio. JBSA is comprised of three primary locations: Ft. Sam Houston, Lackland, and Randolph. There are currently seven child development centers at these JBSA locations with a max capacity of 1,131 slots. Due to high demand for childcare services, these child

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development centers have a waitlist of 891 children; and an average wait time of 6-12 months.

- Making JBSA military members, civilians, and associated contractors at JBSA a local priority would allow WSA to support one of the largest employers in San Antonio. This change would make subsidized childcare more accessible to these families and support our economy.
- Children are enrolled based on priority level when intake is open. TWC Commissioners determine the first and second-tier priorities. WSA only has flexibility on the third-tier priority. Below is a summary of TWC and Board childcare priorities.
- Mr. Doug Watson asked Mrs. Villarreal go thru the priority group to provide the Committee with background.
- The 1st priority group is assured childcare services and includes children of parents eligible for the following:
 - Choices childcare as referenced in D-300
 - Temporary Assistance for Needy Families (TANF) Applicant childcare as referenced in D400
 - Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) childcare as referenced in D-500.
 - At-Risk childcare for former Choices childcare recipients whose TANF benefits were denied or voluntarily ended within the last 12 months due to employment, timing out of benefits, or an earnings increase.
- The 2nd priority group is served subject to the availability of funds and includes, in the following order of priority:
 1. Children who need to receive protective services childcare as referenced in D-700
 2. Children of a qualified veteran or qualified spouse as defined in §801.23
 3. Children of a foster youth as defined in §801.23
 4. Children experiencing homelessness as defined in A-100 and described in D-600
 5. Children of parents on military deployment as defined in A-100 whose parents are unable to enroll in military-funded childcare assistance programs
 6. Children of teen parents as defined in A-100
 7. Children with disabilities as defined in A-100.
- The 3rd priority group includes priorities adopted by the Board. The order of local priority groups will be in the following order of priority, if approved:
 1. Rural siblings of a child already receiving care

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2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. **JBSA military members, civilians, and associated contractors.**

- Ms. Jamie Allen recommended contacting KGB for media exposure of this policy and added priority group.
- Mr. Doug Watson requested this priority group be included in the Child Care newsletter.

Upon motion by Katherine Filut and 2nd by Dr. Sarah Baray the Board unanimously approved to add Joint Base San Antonio (JBSA) to the childcare 3rd priority group and update the policy.

X. CEO REPORT

Presenter: Adrian Lopez, CEO

- Mr. Lopez announced Cristina Bazaldua, Director of Public and Government Relations was hired.
- Mr. Lopez also informed the Child Care Committee the first draft of the Local Plan has been posted for Public Comment and encouraged them to review it and provide any comments. Child Care services will be included in the Local Plan.

XI. CHAIR REPORT

Presenter: Doug Watson, Chair

- Mr. Doug Watson requested for the record to indicate that in working and communicating with Mr. Juan Solis, previous Board Chair, it had been decided to make Child Care its own committee, taken away from Oversight Committee. And he was very grateful for Mr. Solis' guidance and support.
- Next Child Care Committee, March 19, 2021.

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

- a. Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would

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Have a Detrimental Effect on the Position of Workforce Solutions Alamo in Negotiations with a Third Party;

- b. Government Code §551.071 - All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:
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- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo.

XIII. ADJOURNMENT

Presenter: Doug Watson, Chair

Upon motion by Dr. Sarah Baray and 2nd by Ana DeHoyos-O'Conner the Board unanimously to adjourn the meeting.

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MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: AVANCE Proposal

Summary: WSA met with AVANCE staff who discussed and shared a proposal for implementation of Quality Child Care Program for the Alamo board. The Family, Friends and Neighbors Program (FFN) was shared by AVANCE, during the Child Care Committee on January 11, 2021. AVANCE met with WSA to share an overview of AVANCE's QCCM: Quality Child Care Matters program which seeks to provide an opportunity to increase supply and quality of home-based childcare providers in the Alamo region. Specific goals include: Gaining a clear understanding of the quantity, quality and needs of home-based child care providers in the Alamo region, Bridge the relationship between workforce solutions and home-based child care providers in the Alamo region whereby home-based child care providers turn to workforce as a trusted partner in receiving ongoing mentoring and support to provide quality care, and to increase the supply and quality of home-based child care in the Alamo region. 3- year project proposed by AVANCE.

Analysis: With 50 percent of children under five in Texas being Latinx, and 30% of those children living in low-income homes, and as a Latinx-serving organization dedicated to breaking the cycle of inter-generational poverty for Latinx families with young children, AVANCE has a particular focus on Friends, Family and Neighborhood Child Care. AVANCE's QCCM Program provides home-based childcare providers with training and support to ensure they are following licensing standards, they have appropriate policies and processes in place, and that they are implementing best practices in child development and early childhood learning. The focus of the curriculum is on increasing quality for registered and licensed home-based child care providers, with a special emphasis on the requirements and process for Texas Rising Star certification, and addresses the following topics: Child care Licensing: Background Checks, Annual Training Requirements, Supervision, Emergency Preparedness, Health and Safety, Business Policies and Procedures: Nutrition, Parent Education, Parental Involvement, Early Childhood Development and Teacher-Child Interactions, Curriculum and Lesson Planning, Applying for Texas Rising Star certification

Delivered in a group setting, either in person or virtually, the program includes 72 hours of course work over a nine-month period. Session times vary between 4-7 hours depending on the session topics and provider participation in activities and discussion. The structure of the course is flexible to accommodate the scheduling needs of providers.

Texas Child Care Licensing reports that there are currently zero TRS certified home-based child care providers in the Alamo region.

Alternatives:

N/A

Fiscal Impact: Would require formal procurement to determine actual cost of a program.

AVANCE's proposal totals for year 1: \$80,080, year 2, \$85,580, and year 3, \$139,150

Recommendation: No current recommendation, seeking Child Care Committees input to determine if this proposal aligns with the Child Care Committee's plans and goals. If required, a vote to determine if this is a program that committee wishes to proceed with.

Next Steps:

WSA will continue in the direction that the Child Care Committee determines is best for Alamo. If committee seeks to continue in this direction, WSA will seek to begin formal procurement process.

Attachment:

None

AVANCE Quality Child Care Matters Proposal

April 26, 2021



AmericanJobCenter®

AVANCE QCCM Proposal

QCCM Program provides home-based child care providers with training and support to ensure they are following licensing standards, they have appropriate policies and processes in place, and that they are implementing best practices in child development and early childhood learning.

focus of the curriculum is on increasing quality for registered and licensed home-based child care providers, with a special emphasis on the requirements and process for Texas Rising Star certification, and addresses the following topics:

Child care Licensing: Background Checks, Annual Training Requirements, Supervision, Emergency Preparedness, Health and Safety

Business Policies and Procedures: Nutrition, Parent Education, Parental Involvement

Early Childhood Development and Teacher-Child Interactions

Curriculum and Lesson Planning

Applying for Texas Rising Star certification

Delivered in a group setting, either in person or virtually, the program includes 72 hours of course work over a nine-month period. Session times vary between 4-7 hours depending on the session topics and provider participation in activities and discussion. The structure of the course is flexible to accommodate the scheduling needs of providers

three-year project



Outcomes & Execution

- 1) Determine the location where QCCM classes will be held and implementation model
- 2) Develop a Recruitment Plan to engage listed, registered, and licensed home-based child care providers
- 3) Create the Implementation timeline
 - The goal is to engage as many listed, registered, and licensed home-based child care providers throughout the Alamo region as possible. Aim to enroll 35 home-based childcare providers in QCCM in year one.
 - Recruitment for the year two goal to enroll an additional 35 caregivers.
 - Recruitment for the year three Cohort will begin with a goal to enroll an additional 50 caregivers

In previous implementation of QCCM, AVANCE was able to achieve the following outcomes among providers:	- 67% increase in confidence in passing TRS certification from pretest to posttest	- 100% indicated an intent to apply for TRS-certification within 6 months of graduation
- 20% received TRS certification within 6 months of graduation	Among children in the care of these home-based providers:	- 33% increase in those who met school readiness development indicators
- 57% increase in those who exceeded school readiness indicators	- 26% decrease in those who did not meet school readiness measures	We anticipate similar outcomes in implementing QCCM in the Alamo region. Specifically:
- Providers will experience a 70% increase in their confidence in passing the TRS certification	- 100% of eligible providers will commit to applying for TRS	- 25% of providers will attain TRS certification within 6 months of graduation and 50% within one year of graduation



Pricing Proposed by AVANCE:

An official Procurement process would be required for competitive bidding

	Year 1 (35 Providers)	Year 2 (35 Providers)	Year 3 (60 Providers)
<p>The following table details the pricing for delivery of the services outlined in this proposal. The table includes three years of program. A second AVANCE trainer will be needed in year three should 50 caregivers be enrolled. We suggest a maximum class size of 35 caregivers per Cohort.</p>			
Services Cost Category #1: Staffing			
Implementation	\$50,000	\$55,000	\$90,000
Mileage reimbursement & phone	\$5,000	\$5,000	\$5,000
Total Services Category #1	\$55,000	\$60,000	\$95,000
Services Cost Category #2: Supplies			
Child Assessment Tools	\$3,800	\$3,800	\$7,500
Technology Equipment	\$14,000	\$14,000	\$24,000
Total Services Category #2	\$17,800	\$17,800	\$31,500
Administrative Support	\$7,280	\$7,780	\$12,650
Total	\$80,080	\$85,580	\$139,150



Questions?



MEMORANDUM

To: Child Care Committee

From: Adrian Lopez, WSA CEO

Presented by: Latifah Jackson, Procurement & Contracts Director

Date: April 27, 2021

Subject: Procurement Projects and Contracts Summary

Summary: Workforce Solutions Alamo (WSA) issues Request for Qualifications (RFQ), Request for Proposals (RFP), and Request for Quotes (RFQ) to acquire services and goods. Procurements are conducted in a manner which provides for full, open and free competition. The procurement of all goods and services for WSA is governed by the requirements and specifications outlined in the Texas Workforce Commission (TWC) Financial Manual for Grants and Contracts, Chapter 14, Office of Management and Budget's "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (Uniform Guidance (UG)) which is codified at Title 2, Part 200 of the Code of Federal Regulations (2 CFR part 200) and the Uniform Grant Management Standards (UGMS), Part III, Chapter 783 Texas Government Code.

Analysis: As an entity supported by public funds, WSA has a legal obligation to spend public funds wisely and prudently, to act in the public interest, to be transparent in its actions, and be accountable to the public. As the Director of Procurement and Contracting, the goal of my team is to ensure our department reviews all requests for purchases of goods, services, and equipment for best value, and compliance of all established regulations, policies, and procedures.

WSA will issue a Request for Proposal (RFP) to invite potential vendors to submit a proposal for Child Care Services (CCS). A qualified external evaluation team will review the proposals received in response to the RFP and the winning proposal will be recommended to the Child Care Committee and final contract approval to the Board of Directors.

Fiscal Impact: The approximate budget for Child Care Services for the FY22 Fiscal Year is approximately \$73,500,000. WSA will also compensate qualified professional to review and evaluate proposals.

Next Steps: WSA will issue a Request for Proposal (RFP) to obtain Child Care Services with recommendations from the Child Care Committee.

Request for Proposal for Child Care Services April 27, 2021





RFP

Workforce Solutions Alamo (WSA) is seeking proposals from qualified and eligible organizations for the management and operation of Child Care Services (CCS) throughout the Alamo Workforce Development Area (AWDA). The CCS program is a vital part of workforce services that assists eligible families to work or increase their educational abilities. The CCS program subsidizes child care for low-income families, promoting long-term self-sufficiency by enabling parents to work and/or attend workforce training or education activities.



Child Care Services

Request for Proposal (RFP) Timeline

- Date of Issuance: Friday, April 30, 2021
- Pre- Proposal Meeting: Friday, May 7, 2021, 2 PM CST
- Written Questions due: Thursday, May 20, 2021, 4 PM CST
- Submissions Deadline: Tuesday, June 1, 2021, 4 PM CST
- Evaluation: June 3, 2021 – June 16, 2021
- Recommendation for Award:
 - Child Care Committee: June 28, 2021
 - Finance Committee: July 9, 2021
 - Executive Committee: July 23, 2021
 - Board of Directors: August 6, 2021



Child Care Services

Outreach to Vendors

- Electronic State Business Daily (ESBD)
- Bon Fire (e-Procurement System)
- SCTRCA Database
- WSA's website





Questions?

MEMORANDUM

To: Child Care Committee

From: Mark Milton, Chief Operating Officer

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Child Care Quality Services (CCQ) Contract Update

Summary: Workforce Solutions Alamo issued a letter of intent to the City of San Antonio for the CCQ contract on February 1, 2021.

Analysis: A sixty-day contract transition period was provided in the best interest of both contractors, the staff and program. City of San Antonio interviewed staff and placed priority on staff who held position. 10 staff members were onboarded after completing interview & hiring process. CCQ Contract began April 1, 2021 – September 30, 2021.

Fiscal Impact: N/A

Recommendation: Briefing item to provide update only

Next Steps: Texas Rising Star mentoring will continue in efforts of expanding and increasing Quality Child Care for San Antonio and surrounding counties.

Child Care Quality (CCQ) Contract Update

April 26, 2021



AmericanJobCenter®

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

3/31/2021 – 4/1/2021 Staff Start

4/1/2021 CCQ Contract began

4/14/2021 CCQ Contract Officially Signed



Overview

1. After completion of background checks & fingerprint clearances, offers were made to all Mentor staff who applied & interviewed.
2. 10 staff onboarded 3/31/2021-4/1/2021
3. Mentoring & Outreach continued seamlessly throughout transition.



Questions?



MEMORANDUM

To: Child Care Committee

From: Adrian Lopez, WSA CEO

Presented by: Latifah Jackson, Procurement & Contracts Director

Date: April 26, 2021

Subject: Procurement Projects and Contracts Summary

Summary: Workforce Solutions Alamo (WSA) issues Request for Qualifications (RFQ), Request for Proposals (RFP), and Request for Quotes (RFQ) to acquire services and goods. Procurements are conducted in a manner which provides for full, open, and free competition. The procurement of all goods and services for WSA is governed by the requirements and specifications outlined in the Texas Workforce Commission (TWC) Financial Manual for Grants and Contracts, Chapter 14, Office of Management and Budget's "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (Uniform Guidance (UG)) which is codified at Title 2, Part 200 of the Code of Federal Regulations (2 CFR part 200) and the Uniform Grant Management Standards (UGMS), Part III, Chapter 783 Texas Government Code.

Analysis: As an entity supported by public funds, WSA has a legal obligation to spend public funds wisely and prudently, to act in the public interest, to be transparent in its actions, and be accountable to the public. As the Director of Procurement and Contracting, the goal of my team is to ensure our department reviews all requests for purchases of goods, services, and equipment for best value, and compliance of all established regulations, policies, and procedures.

WSA will issue a Request for Proposal (RFP) to invite potential vendors to submit a proposal for Child Care Services (CCS). A qualified external evaluation team will review the proposals received in response to the RFP and the winning proposal will be recommended to the Child Care Committee and final contract approval to the Board of Directors.

Background: In October of 2020, the Child Committee had a discussion related to the procurement of the Child Care Quality contract. The Child Care Committee expressed a desire to combine the Child Care Services, Mentors and Assessors, and Child Care Quality into one contract awarded to a single entity. The two contracts are currently on separate procurement cycles.

The board approached TWC Technical Assistance for guidance on extending the Child Care Quality contract through September 30, 2021. TWC had advised against an extension that would align the two contracts into one procurement cycle in current year on the follow basis:

- The OMB Uniform Guidance (UG) (2 C.F.R. Part 200) and UGMS call for procurements to be conducted in a manner providing for full and open competition consistent with the standards therein. Extending a contract or subgrant beyond the maximum duration provided for by the local procurement/grant solicitation under which those original agreements were made generally runs counter to full and open competition, because, for example, the change deviates from the information that entities used to decide whether to compete for the original award, and which competing firms used to develop their offers.
- Extending an award beyond its maximum duration, the existing contractor or subrecipient receives additional work and/or funds that other entities were not invited to compete for, making the extension itself noncompetitive.

Based on this guidance the Child Care Quality RFP was released and ultimately award to the City of San Antonio.

Current Situation: The board is procuring a procurement of the Child Care Services and must decide whether to bid both Child Care Quality and Child Care Services or only Child Care Services.

Board staff has consulted with TWC although they have agreed this is local decision, they would like the us to the following:

CCDF program requirements permit direct care and quality services to be provided by the same or by different entities. If a Board issues a single solicitation for both direct care services and quality services, it would be a local decision as to whether to structure the solicitation to result in a single award or to allow for the Board to make multiple awards. Structuring the solicitation to make a single award only, may result in disqualifying an appropriate number of qualified entities to compete in the procurement process.

PROCUREMENT OPTIONS:

Option 1:

Allow the CCQ contract continue with the City of San Antonio on the current procurement cycle. COSA is in the initial term of the Child Care Quality Contract that was awarded in January of 2021. WSA will issue the prepared Child Care Services RFP as planned and award to the most qualified vendor.

In late 2022, WSA would like to consider combining all CCQ and CCS for a procurement with a contract year beginning on October 1, 2023.

	CCQ COSA	CCS Unknown
Original term	04/21 – 09/21	10/21 – 09/22
Renewal 1	10/21 – 09/22	10/22 – 09/23
Renewal 2	10/22 – 09/23	10/23 – 09/24
Renewal 3	10/23 – 09/24	10/24 – 09/25

Option 2:

WSA has the option of procuring both the Child Care Quality and Child Care Services contract to align both procurements in one single contract. The risk with this option is there may an interruption in the level of service provided during the transition period.

This option may additionally create questions and additional public scrutiny around the procurement of the Child Care Quality contract from 2020. Stakeholder may question the procurement practices of issuing a contract for six months and then refusing to exercise any renewal terms without good cause.

Option 3:

Keep the CCQ and CCS contracts separate as they currently are.

Fiscal Impact: The approximate budget for Child Care Services for the FY22 Fiscal Year is approximately \$73,500,000, adding Child Care Quality to the procurement would increase the budget by \$2,300,000 based on current year allocations. WSA will also compensate qualified professionals to review and evaluate proposals.

Recommendation: It is the recommendation of board staff to take the most risk-adverse course of action to continue to procure the two contracts separately at this time to allow for the most competitive procurement process.

Foregoing the renewal terms of the newly issued Child Care Quality Contract and issue Child Care Quality and Child Care Services together may result in additional questions and concerns from monitors and external auditors.

Pursuing the most risk adverse course of action will protect the board from any actual or assumed perception that either procurement could result in any negative publicity or other actions that could question the board's procurement practices.

Next Steps: WSA will issue a Request for Proposal (RFP) to obtain Child Care Services with recommendations from the Child Care Committee.

RFP Timeline:

	Original
Committee Approval	4/26
Final Review of RFP - Department	4/28/2021
Issue/Post Solicitation	4/30/2021
Pre-Submittal Conference, if applicable	5/7/2021
Issue Addendum	5/17/2021
Final Date for Questions	5/20/2021
Issue Final Addendum	5/25/2021
Solicitation Submittal Deadline:	6/1/2021
Minimum Requirements Review (MRR)	6/2/2021
Issue Non-Responsive Letters, if any	6/3/2021
Proposal Distribution	6/3/2021
Evaluator Meeting	6/14/2021
Interviews, if any	6/16/2021
Child Care Committee:	6/28/2021 (special)
Finance Committee	7/9/2021
Executive Committee	7/23/2021
Board Meeting	8/6/2021
Release Successful/Unsuccessful Letters	8/6/2021
Contract Transition (if applicable)	9/1 – 9/30
Contract Start Date	10/1/2021

Child Care Quality (CCQ) & Child Care Services Contract

April 26, 2021



Current Proposed Timeline for CCS Contract

Request for Proposal (RFP) Timeline

- Date of Issuance: Friday, April 30, 2021
- Pre- Proposal Meeting: Friday, May 7, 2021, 2 PM CST
- Written Questions due: Thursday, May 20, 2021, 4 PM CST
- Submissions Deadline: Tuesday, June 1, 2021, 4 PM CST
- Evaluation: June 3, 2021 – June 16, 2021
- Recommendation for Award:
 - Child Care Committee: June 28, 2021
 - Finance Committee: July 9, 2021
 - Executive Committee: July 23, 2021
 - Board of Directors: August 6, 2021



Options

Recommended Plan

	CCQ	CCS
Original term	Now – 9/21	10/21 – 9/22
Renewal 1	10/21 – 9/22	10/22 – 9/23
Renewal 2	10/22 – 9/23	10/23 – 9/24
Renewal 3	10/23 – 9/24	10/24 – 9/25 (will not use)

Options:

Recommendation: combine the two SOWs and bid out Dec 2023 to award a combined contract with the start date of 10/2024

Option 1 –

- Stay with CoSA for the CCQ, which we are still routing the contract for. They have been a good partner and have started the work on a letter of intent. Issue the CCS as planned and award to the most qualified vendor.
- Then in 2022 or 2023 we can begin the process of procuring these two services together.
- Cons – The board wants one contract
- Pros – help keep the integrity of the last procurement, doubling the procurement requirements on a large proposal with under 30 days would be unreasonable for vendors, gives staff time to properly plan and execute a large contract.

Option 2 -

- Opt out of the renewals for CCQ and combine both services.
- Cons – need to finalize scope and get committee approval, canceling a large contract within a year of service, timing for transition of all services (is 30 days enough)
- Pros – one vendor for all services

Option 3 –

- Keep the CCQ and CCS contracts separate as they currently are.



Questions?



MEMORANDUM

To: Child Care Committee

From: Mark Milton, C.O.O

Presented by Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Child Care Performance Update

Summary: This is an update to the Child Care Committee on the Child Care Performance that was shared during the last Child Care Committee meeting held on Jan. 11, 2021. At that time, the concern was that Alamo Board was not meeting the Child Care performance goal outlined by Texas Workforce Committee (TWC).

Concern was that failure to meet would potentially cause Alamo to be placed at risk of de-obligation of funds. WSA, Child Care Contractor & TWC met to discuss concerns. TWC explained that many other boards across state were expressing the same issues & concerns for not-meeting enrollment performance. TWC allowed Alamo board an extension to meet performance. Extension was given until March 2021.

WSA worked with Child Care Contractor who outlined a strategic plan to increase enrollments. Child Care Contractor was confident that they would be successful in meeting the target goal. As a result of the efforts and ongoing communication between WSA and Child Care Contractor, Alamo was successful in meeting the performance goal at 95.35%.

Analysis: Covid-19 negatively impacted most Workforce boards across the state causing TWC performance goals to be below expectations. Due to the collaboration & ongoing communication between WSA and Child Care Contractor, WSA was one of the few boards who not only met the performance goal but exceeded it.

Fiscal Impact: By meeting the TWC performance measure, while other boards did not, may allow for WSA to receive additional funding.

Recommendation: Kudos to the efforts made by Child Care in managing the expectations and implementing a solution that assisted them in meeting the performance goal.

Next Steps: WSA & Child Care Contractor will continue to monitor performance to ensure enrollment remains at a level that will not negatively impact performance.

Child Care Performance Briefing

April 26, 2021



Summary

- Briefing on Child Care Performance
- Previous concerns shared with committee
 - Not meeting TWC performance for enrollment
 - Potential de-obligation of funds
- Child Care Contractor outlined plan to increase enrollment
- WSA/Contractor met regularly to discuss progress
- WSA Child Care was successful in meeting goal



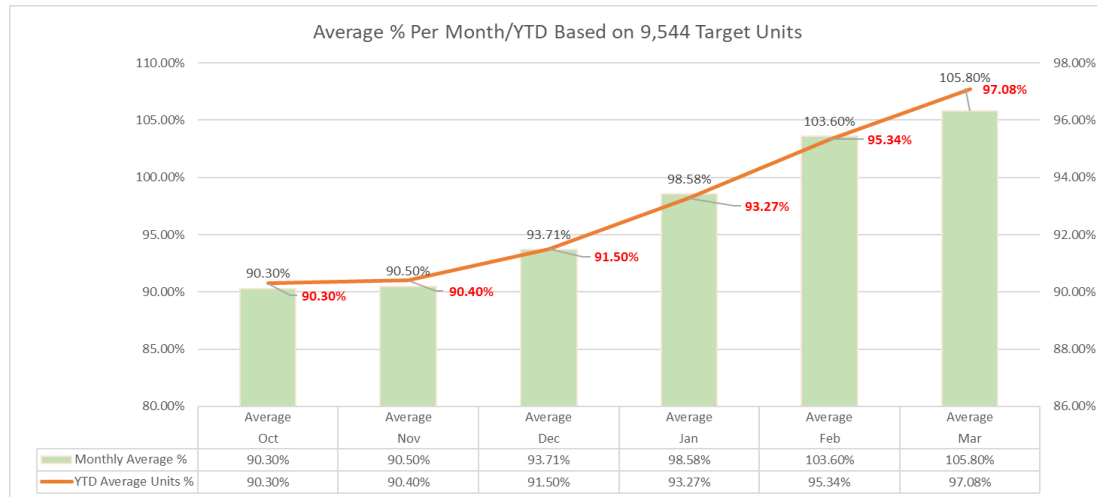
Performance History Breakdown

	Oct	Nov	Dec	Jan	Feb	Mar
	Average	Average	Average	Average	Average	Average
Choices	442	378	326	273	220	171
Low Income	7,470	7,580	7,933	8,470	9,028	9,284
Former DFPS	633	607	606	591	568	576
Homeless	74	73	78	74	71	66
Monthly Average Units	8,618	8,637	8,944	9,408	9,888	10,097
Monthly % Average	90.30%	90.50%	93.71%	98.58%	103.60%	105.80%
YTD Average Units	8,618	8,628	8,733	8,902	9,099	9,265
YTD % Average	90.30%	90.40%	91.50%	93.27%	95.34%	97.08%

Program Year is 10/1-9/30

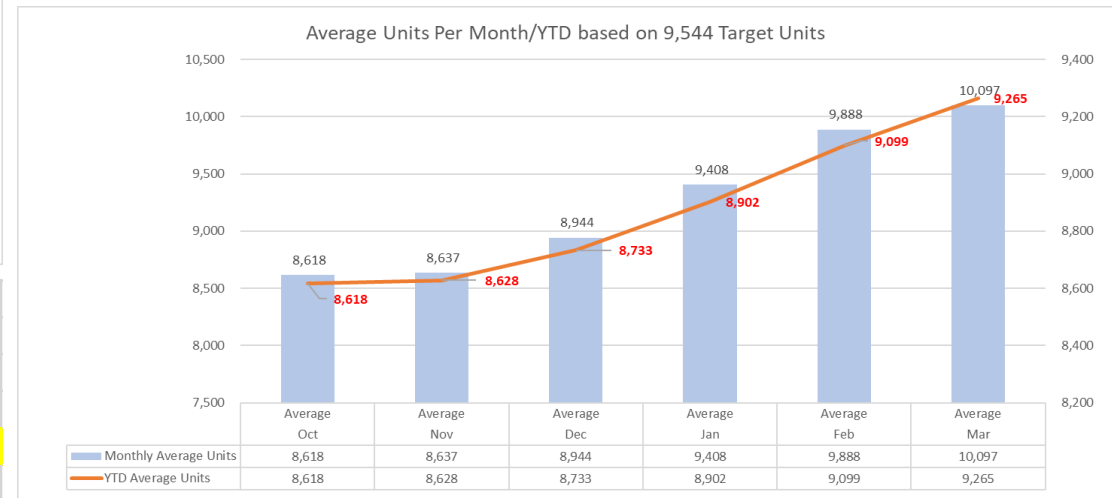


Average % and Average Units



	Oct	Nov	Dec	Jan	Feb	Mar
	Average	Average	Average	Average	Average	Average
Monthly Average %	90.30%	90.50%	93.71%	98.58%	103.60%	105.80%
YTD Average Units %	90.30%	90.40%	91.50%	93.27%	95.34%	97.08%

	Oct	Nov	Dec	Jan	Feb	Mar
	Average	Average	Average	Average	Average	Average
Monthly Average Units	8,618	8,637	8,944	9,408	9,888	10,097
YTD Average Units	8,618	8,628	8,733	8,902	9,099	9,265



Percent of Target: by Board

- 5 boards successful in meeting performance
- Alamo was 1 of only 5
- 28 boards

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

Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation	Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Employers Receiving Workforce Assistance	Average # Children Served Per Day-Combined	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate							
Alamo	99.88%	101.36%	99.12%	n/a	113.63%	95.35%	7	12	1	95%
Borderplex	99.36%	100.69%	105.53%	n/a	114.61%	72.58%	7	8	5	75%
Brazos Valley	93.75%	96.66%	75.17%	n/a	136.64%	92.57%	6	7	7	65%
Cameron	101.22%	96.17%	122.26%	n/a	116.73%	89.58%	8	11	1	95%
Capital Area	102.77%	102.80%	101.79%	n/a	105.26%	76.76%	10	7	3	85%
Central Texas	94.28%	99.24%	111.30%	n/a	111.09%	79.85%	8	5	7	65%
Coastal Bend	93.23%	99.84%	44.34%	n/a	112.70%	86.05%	4	7	9	55%
Concho Valley	105.67%	99.30%	105.66%	n/a	109.12%	81.66%	10	7	3	85%
Dallas	95.49%	100.02%	112.65%	n/a	117.75%	87.33%	7	11	2	90%
Deep East	93.38%	97.99%	110.37%	n/a	132.04%	86.31%	6	7	7	65%
East Texas	92.20%	99.88%	100.99%	n/a	116.14%	80.75%	4	7	9	55%
Golden Crescent	106.92%	102.26%	130.50%	n/a	100.00%	76.17%	9	6	4	79%
Gulf Coast	91.98%	96.38%	88.18%	n/a	126.12%	85.45%	4	9	7	65%
Heart of Texas	102.03%	97.49%	61.76%	n/a	112.50%	77.43%	5	8	7	65%
Lower Rio	105.18%	93.56%	111.01%	n/a	105.01%	79.67%	6	9	5	75%
Middle Rio	95.95%	90.73%	121.93%	n/a	119.56%	81.10%	8	6	5	74%
North Central	92.30%	102.94%	97.87%	n/a	115.57%	81.61%	7	9	4	80%
North East	101.14%	101.35%	97.69%	n/a	100.00%	98.74%	10	9	1	95%
North Texas	105.37%	100.13%	144.09%	n/a	106.52%	74.72%	11	2	6	68%
Panhandle	101.43%	99.89%	121.61%	n/a	104.43%	80.72%	9	9	2	90%
Pernian Basin	99.71%	94.79%	104.80%	n/a	106.60%	74.96%	7	6	7	65%
Rural Capital	102.33%	105.08%	117.33%	n/a	130.83%	97.13%	9	9	2	90%
South Plains	96.88%	97.74%	123.92%	n/a	117.17%	93.37%	10	5	5	75%
South Texas	94.83%	93.99%	139.97%	n/a	109.79%	68.52%	12	3	5	75%
Southeast	100.34%	97.22%	105.30%	n/a	118.77%	98.31%	7	9	4	80%
Tarrant	99.73%	102.08%	108.99%	n/a	105.47%	85.15%	7	10	3	85%
Texoma	99.60%	101.55%	119.57%	n/a	109.53%	100.84%	9	5	4	78%
West Central	93.87%	99.09%	101.71%	n/a	103.01%	91.75%	8	5	6	68%
+P	4	1	17	0	24	0	215			
MP	15	23	7	0	4	5	208			
-P	9	4	4	0	0	23	131			
% MP & +P	68%	86%	86%	N/A	100%	18%	76%			
From	7/19	1/19	1/19		10/20	10/20	From			
To	12/19	6/19	6/19		2/21	2/21	46			



Next Steps

WSA & Child Care Contractor will continue to monitor performance to ensure enrollment remains at a level that will not negatively impact performance.



Questions?

MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Texas Rising Star (TRS) Certification Briefing

Summary: To provide a briefing on the TRS certification course status/timeline.

Analysis: Due to technology challenges, the TWC TRS certification course has caused issues in the original timeline outlined for completion. On February 1, 2021, TWC placed a temporary deferment on TRS assessments across Texas. This temporary deferment was given to provide time for Texas Rising Star staff (mentors & assessors) to have time to concentrate and complete certification course and training that would occur February 1 – March 31, 2021. TWC originally stated that if staff devoted 100% of efforts on completing course work, it would take approximately 4-6 weeks to complete the courses. TWC's original implementation time frame for resuming assessments was slated for April 1, 2021. This timeline was extended and due to continuing technology issues, as of April 15, 2021, TWC does not yet have a proposed date for the implementation of the revised TRS standards.

Upon completion of certification courses, and TWC approval, TRS assessments will resume assessments based on an Implementation Prioritization Plan which will prioritize assessments in the following manner:

- Priority 1: Recertification Assessments
- Priority 2: Facility Change Assessments
- Priority 3: Unannounced Annual Monitoring Visits
- Priority 4: Voluntary Assessments

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: N/A: Briefing only on TRS Certification course

Next Steps: WSA will continue to monitor TRS certification course and staff efforts to complete the mandatory certification according to TWC guidance.

Attachment: None

Texas Rising Star Certification Training - Update

April 26, 2021



Technical Issues Causing Delays

- TWC observing a very low passing rate for Assessors to attain certification
- As a result, TWC has been working with CLI to develop additional training support for Assessors
- Because of the challenges TWC is experiencing in getting all Assessors certified, TWC is reviewing the implementation date, which was previously scheduled for April 1st and will provide updates on this soon.



Overview:

There are 9 total Courses within the ATCP, and each course has several modules within it.

* Note: There is no course 4; this Course was eliminated based on final changes to the Guidelines. As of 3/25/2021: Only the first 3 Courses had been made available.

Course Number & Title	Assessor Required	Mentor Required	Dual Role Required
1. Texas Rising Star Program Overview	X	X	X
2. Texas Rising Star Staff Protocol	X	X	X
3. Category 1 and Category 3	X	X	X
5. Category 2	X	X	X
6. Category 4	X	X	X
7. Certification Practice Scoring	X		X
8. Certification Exam	X		X
9. Texas Rising Star Mentor Role and CQIP		X	X
10. CLI Engage Technology	X	X	X



Statewide Snapshot of Mentor & Assessor Status (Data as of 3/12/2021):

	Assessors (47 Total)	Mentors (76 Total)	Dual Role (45 Total)
Number of staff that have accessed the courses	42	68	41
% of total staff that have successfully completed Course 1	87%	87%	91%
% of total staff that have successfully completed Course 1 & 2	85%	80%	87%
% of total staff that have successfully completed All 3 Courses	70% *	41%	73%

* Only 1%, or 1 staff Assessor, completed all 3 courses and PASSED the Course 3 Certification modules (allowing her to move to course 5); thus 99% would need to retest Course 3.



TWC/CLI Updates:

- CLI/TWC will assign the lowest scoring Assessors, based on their prior course completion status, into a more intensive facilitated on-line training for retaking Course 3 and potentially to remain in intensive training for Courses 5 and 6
- The Texas Rising Star Website has been revised and is live! The website hosts all documents early learning programs may need access to while preparing for their upcoming assessment as well as new resources such as the Revenue Calculator. Translation of the website and major documents into Spanish and Vietnamese is forthcoming.
- CLI has reconciled all of the data analysis for those who have participated in the certification modules (3.6 and 3.7) for Course 3 Facility Assessment (Categories 1 and 3).
- Additionally, CLI has examined the portions of the ATCP that are causing the most challenges, and they are associated with newly added measures in Category 3: Program Administration that were created through the 4-year review process.
- Plan to split the ATCP final certification into two certifications:
 - 1) Assessor Certification for historical measures. Staff will continue through the ATCP focused on the historical measures, as these measures were reviewed through the prior Strengthening Texas Rising Star Implementation Study for internal consistency and reliability.
 - 2) Assessor Certification Booster for new measures. CLI will be examining these new Category 3 measures, and will be providing additional training and resources to ensure that Texas Rising Star staff understand how each of these standards is measured through a “booster” course and certification test, which will be available at a later date (estimated for late Spring).
- By implementing this revised certification process, it will allow more assessors (including those in a dual role) to move along the remaining courses quicker and reduces the percentage of the staff who require additional, more in-depth facilitated support.



Questions?



MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Texas Mutual Grant Briefing

Summary:

In November, WSA was awarded a \$75,000 COVID-19 grant from Texas Mutual. WSA is using these grant funds to enhance outdoor learning environments for child care providers. Outdoor learning environments are an ideal way to promote social distancing and keep learning interesting during the pandemic. Additionally, improving the outdoor learning environment is a Texas Rising Star (TRS) measure and promotes quality and inclusion.

WSA is providing a briefing on the Texas Mutual Grant status.

Analysis:

With the assistance of 3-volunteer judges, 20 Child Care Centers have been selected to receive awards to enhance the outdoor environment.

Child Care centers were selected for participation based on a matrix that included TRS Desert/Rural, TRS Star level and WSA subsidy enrollments. Evaluators/Judges were then asked to use a matrix to score proposals based on:

Clearly identified objectives with obtainable goals	25 points max
Intentional, well planned, and comprehensive	25 points max
Firm budget with matching objectives and goals	25 points max
Innovative strategy or approach to outdoor learning environment	25 points max

Evaluators scores were added to the matrix and a combined score was attained. A tiered system was developed to distribute the awarded funds.

Alternatives: N/A

Fiscal Impact:

Texas Mutual is providing the \$75,000 funding for this project. WSA staff will oversee this project.

Recommendation:

WSA has used the original information provided when grant application was submitted to Texas Mutual to guide these awards. WSA recommends proceeding with the current plan to award the 20 finalists and allow them to begin enhancing the outdoor learning environment according to their respective proposals.

Next Steps:

WSA will implement and continue to keep the Child Committee updated on progress and milestones.

Attachment: None

Texas Mutual Grant

April 26, 2021



Initial Eligibility Criterion

1. TRS Desert/Rural status
 - Desert areas are those defined by Children at Risk. <https://childrenatrisk.org/childcaredesertmap/>
 - Shading that indicates the number of seats available to service the number of children who reside in the area will be used to determine eligibility for funding.
 - Providers located in rural counties will be eligible with/without a desert status.
2. TRS Star Level
 - Higher priority will be given to TRS providers with the highest star level that are located within the desert area
 - 4 STAR TRS
 - 3 STAR TRS
 - 2 STAR TRS
 - 0 STAR (Working towards TRS): Verification: must have an active TRS mentoring agreement
3. WSA subsidy enrollments
 - The percentage of the center's CCS enrollment vs capacity will be calculated.
 - Centers with the highest percentage will be prioritized



Evaluator Guidelines

Clearly identified objectives with obtainable goals 25 points max

Intentional, well planned, and comprehensive 25 points max

Firm budget with matching objectives and goals 25 points max

Innovative strategy or approach to outdoor learning environment 25 points max

- The Evaluator's scores were added to the matrix score for a combined score.
- The spreadsheet was created to automatically calculate the combined score.
- After preliminary scores were entered & reviewed, Evaluators were given the opportunity to review the scores that appeared to be outliers when compared to the other evaluators.
- Evaluators received an explanation that an adjustment was not required to be made to the original score, if evaluator felt score was captured as originally submitted.
- Applications with the highest combined scores will receive 100% of the requested amount and a tiered system was developed to allocate the remaining funds.



Initial Eligibility Score + Average Evaluator Scores = Combined

#	Total Score	Clearly Identified Objectives and Obtainable Goals	Intentional, Well Planned, and Comprehensive	Firm Budget with Items Matching the Objective and Goals	Innovative Strategy or Approach to Outdoor Learning	Total Score	Combined Score	Evaluator Notes
4	85	22	20	25	19	86	171	missing nat envr component, intentional but no strategy; mud kitchen and accessories
7	85	20	22	23	22	87	172	concise, reading area focus; mud kitchen, seating, reading nook
10	80	23	23	25	23	95	175	strong indoor relations, detailed strategy, good variety; music, water/sand, ramps, art
11	80	13	12	20	16	61	141	One sentence. missing nat envr and indoor learning links, one sentence description, no strategy; mud kitchen, tables, balls, water, climbing, music
14	85	13	12	23	18	66	151	One sentence. missing phy edu component, build gardens only, intentional but no plan, no description; planters, soil, seeds, tools, gardening books
17	90	25	25	23	23	97	187	items for each age range, good basic variety; kitchen, climbing, market,
18	90	22	25	25	23	95	185	18 and 19 are very similar. good variety, well planned stations; mud kitchen, art, climbing, music,
19	85	20	23	25	25	93	178	good variety, well planned stations; mud kitchen, art, climbing
21	85	20	20	23	19	83	168	good jargon but lack of strategy details, good mix of items; weaving, water, building, music, basketball
22	85	25	23	23	21	93	178	missing phys activity, nat envr and indoor learning links, basic strategy; infant modular space
23	90	25	23	23	22	93	183	missing nat envr section, concise, good variety of skills; music, basketball, climbing, kitchen, reading
24	90	22	22	25	23	92	182	to the point, strong indoor relations; garden, mud table, seating, art, trikes
25	85	13	15	23	13	64	149	One sentence. two sentence description, focus on large gross motor items: building, playhouse, sand/water, trikes
26	85	22	23	23	23	92	177	enhance current area, concise, good item variety; mud / water table, bikes, reading, kitchen,
27	85	23	23	23	23	93	178	missing phy edu component, creative indoor/outdoor learning; garden center and mud kitchen
29	85	22	23	22	19	86	171	solid strategy, to the point; water table, kitchen, drums, storage, climbing
30	80	25	23	23	23	95	175	missing indoor learning link, good strategy for each item; water/planter, kitchen, music
32	85	22	23	23	19	88	173	missing enhance nat envr, basic stationary play ems listed, lack of learning strategy; math, storage, seats, climber.
33	85	18	17	20	14	69	154	lack of strategy, budget listed is not what they will ultimately buy (diff vendor); blocks, mud, steps, tunnel
34	85	23	23	25	23	95	180	caters to children with disabilities, very detailed; climb, bike, basketball, kitchen, apha/numerical items
35	85	25	25	25	25	100	185	Budget Narrative Included. selected materials from external vendor, compared vendor pricing, good outdoor play already established, detailed plan; kitchen, theat
36	85	23	17	23	22	85	170	used good jargon, but lacked detailed implementation strategy; kitchen and instruments
38	80	23	20	22	19	84	164	missing learning strategy; mud kitchen & bikes
40	90	23	23	23	19	89	179	good selection of outdoor play materials; lack of detail for plan; sports, bikes, paint, climbing, mats, games.



Finalists

- Tiered System

Combined Score	% of Requested Amount
180 and above	100%
171-180	90%
161-170	80%

The final award amounts will be allocated based on combined scores, amount requested by providers with highest scores, and the remaining budget will be distributed amongst the rest of the tiers.



Texas Mutual Grant Award Amounts

WSA will supplement Grant awarded amount of \$75000 by \$5635.57, in an effort to account for out of stock items & free vendor shipping being offered.

Dollar amounts under \$2500 were adjusted to meet the \$2500 minimum dollar amount outlined in Grant proposal.

#	Total Score	Total Score	Requested Amounts	Combined Score	%	Calculated Amount	Approved Amount
17	90	97	\$4,775.44	187	100%	\$ 4,775.44	\$ 4,775.44
18	90	95	\$3,875.87	185	100%	\$ 3,875.87	\$ 3,875.87
35	85	100	\$3,824.19	185	100%	\$ 3,824.19	\$ 3,824.19
23	90	93	\$4,265.98	183	100%	\$ 4,265.98	\$ 4,265.98
24	90	92	\$4,913.10	182	100%	\$ 4,913.10	\$ 4,913.10
34	85	95	\$4,981.78	180	90%	\$ 4,483.60	\$ 4,483.60
40	90	89	\$4,190.73	179	90%	\$ 3,771.66	\$ 3,771.66
19	85	93	\$2,374.99	178	90%	\$ 2,137.49	\$ 2,500.00
27	85	93	\$4,309.44	178	90%	\$ 3,878.50	\$ 3,878.50
22	85	93	\$3,480.00	178	90%	\$ 3,132.00	\$ 3,132.00
26	85	92	\$4,874.25	177	90%	\$ 4,386.83	\$ 4,386.83
10	80	95	\$4,991.94	175	90%	\$ 4,492.75	\$ 4,492.75
30	80	95	\$4,983.79	175	90%	\$ 4,485.41	\$ 4,485.41
32	85	88	\$4,958.40	173	90%	\$ 4,462.56	\$ 4,462.56
7	85	87	\$4,658.32	172	90%	\$ 4,192.49	\$ 4,192.49
4	85	86	\$5,003.73	171	90%	\$ 4,503.36	\$ 4,503.36
29	85	86	\$4,847.54	171	90%	\$ 4,362.79	\$ 4,362.79
36	85	85	\$3,110.64	170	80%	\$ 2,488.51	\$ 2,500.00
21	85	83	\$4,935.80	168	80%	\$ 3,948.64	\$ 3,948.64
38	80	84	\$4,850.53	164	80%	\$ 3,880.42	\$ 3,880.42
33	85	69	\$4,692.80	154	0%	\$ -	\$ -
14	85	66	\$1,902.22	151	0%	\$ -	\$ -
25	85	64	\$4,824.40	149	0%	\$ -	\$ -
11	80	61	\$4,948.98	141	0%	\$ -	\$ -
			\$104,574.86			\$80,261.58	\$80,635.57

Combined Score	%
181+	100%
171 - 180	90%
161 - 170	80%



Next Steps

- Complete & Distribute Award Letter notifications
- Quantitative: Track the number of awards, the number of students impacted (especially in desert areas), and movement towards higher levels of TRS.
- Qualitative:
- Photos of center enhancements made to outdoor environment
- Testimonials/Surveys: Requested from Awarded centers to ask how funds have assisted in the development/enhancement of the outdoor learning experience.



Questions?



MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Direct Child Care Referrals for Recognized Partnerships: CCS 11, Ch 4 Maintenance of a Waiting List and Board Priority Groups

Summary: TWC has requested that boards establish policies and procedures to support direct referrals from recognized childcare partnerships outlined in WD 07-21, as described in S809.22. On January 5, 2021, TWC's three-member Commission (Commission) amended Chapter 809. These amendments included the following changes:

- The addition of §809.13(15), §809.18(c), and §809.22, allowing children served through recognized partnerships to be directly referred for childcare services.
- The addition of §809.19(k), allowing Boards to reduce the PSoC for families with part-time care.
- The revision of §809.13(c)(10), requiring that Board policies for the transfer of children include a minimum waiting period.

Analysis:

A Board shall establish policies* and procedures supporting direct referrals from recognized childcare partnerships, as described in §809.22. Boards must be aware that a recognized partnership:

- Exists between a childcare provider and one of the following:
 - A public-school prekindergarten provider
 - A local education agency
 - A Head Start or Early Head Start (HS/EHS) program
- Requires both parties to enter into an agreement such as a memorandum of understanding; and
- serves children under age six who are dually enrolled in both programs.
- A Board's policy must exempt from the Board's waiting list children directly referred from a recognized partnership, subject to the availability of funding and the availability of subsidized slots at the partnership site.

- Boards may outreach wait-listed families of potentially eligible children and provide those families with application and referral information for recognized partnerships.
- Boards must be aware that if funding is limited or if the number of direct referrals exceeds the number of available subsidized slots at a partnership site, Boards must ensure that priority.

Local Priority Groups

- Children in Rural Counties will be a local priority until at least 20% of children receiving Discretionary funded subsidized childcare do so from the Rural Counties. When all TWC priority groups have been served, customers from Rural Counties will have priority until the percentage of Rural children in Discretionary care has been met.
- WIOA participants and siblings of a child already receiving care shall be deemed a local priority group for childcare.
- Families enrolled in Early Head Start Child Care Partnerships shall be deemed a local priority.
- JBSA military members, civilians, and associated Contractors.
- **Children dually enrolled in a recognized partnership site**

The order of local priority groups will be as follows:

1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Enrolled in Early Head Start Child Care Partnerships
7. JBSA military members, civilians, and associated Contractors.
8. **Children dually enrolled in a recognized partnership site.**

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

Direct Child Care Referrals for Recognized Partnerships

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

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: WSA is requesting board approval update the local priority list and requests approval of a policy change on local board priority

Next Steps: With board approval WSA will request that the update to policy be completed.

Attachment: MR 710, WD 07-21 Implementation of TWC Chapter 809 Child Care Services Rule Amendments regarding.pdf

Direct Child Care Referrals for Recognized Partnerships: CCS 11, Ch 4

April 26, 2021



Summary

- TWC amended Chapter 809 & added 809.13 (15), 809.18 (c), and 809.22, allowing children served through recognized partnerships to be directly referred for child care services.
- This change requires Board to establish policies and procedures to support the direct referrals from recognized child care partnerships
- WSA requests approval to update order of local priority group & policy.



Local Priority Group Order

The order of local priority groups will be as follows:

1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. JBSA military members, civilians, and associated Contractors.
8. **Children dually enrolled in a recognized partnership site when funding is limited, or the number of direct referrals exceeds the number of available subsidized slots at a recognized partnership site.**

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

Local Priority Groups

- Children in Rural Counties will be a local priority until at least 20% of children receiving Discretionary funded subsidized child care do so from the Rural Counties. When all TWC priority groups have been served, customers from Rural Counties will have priority until the percentage of Rural children in Discretionary care has been met.
- WIOA participants and siblings of a child already receiving care shall be deemed a local priority group for child care.
- Families enrolled in Early Head Start Child Care Partnerships shall be deemed a local priority.
- JBSA military members, civilians, and associated Contractors.
- **Children dually enrolled in a recognized partnership site when funding is limited, or the number of direct referrals exceeds the number of available subsidized slots at a recognized partnership site.**



Questions?



POLICY LETTER

ID NO: CCS 11, C4

DATE ISSUED: TBD

TO: Workforce Solutions Alamo CCS Contractor

FROM: Adrian Lopez, CEO

SUBJECT: Maintenance of Waiting List & Board Priority Groups

PURPOSE:

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

REFERENCES:

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

BACKGROUND:

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

POLICY:

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

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

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

Local Priority Groups

- Children in Rural Counties will be a local priority until at least 20% of children receiving Discretionary funded subsidized child care do so from the Rural Counties. When all TWC priority groups have been served, customers from Rural Counties will have priority until the percentage of Rural children in Discretionary care has been met.
- WIOA participants and siblings of a child already receiving care shall be deemed a local priority group for child care.
- Families enrolled in Early Head Start Child Care Partnerships shall be deemed a local priority.
- JBSA military members, civilians, and associated Contractors.
- **Children dually enrolled in a recognized partnership site.**

The order of local priority groups will be as follows:

1. Rural siblings of a child already receiving care
2. Rural WIOA participants
3. Rural children on the waitlist when the Rural enrollment percentage is less than 20% of total enrollments.
4. Bexar county Siblings of a child already receiving care
5. Bexar county WIOA Participants
6. Families enrolled in Early Head Start Child Care Partnerships
7. JBSA military members, civilians, and associated Contractors.
8. **Children dually enrolled in a recognized partnership site.**

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

Direct Child Care Referrals for Recognized Partnerships

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

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

ACTION REQUIRED:

Contractor shall implement this policy immediately.

EFFECTIVE DATE:

Immediately.

INQUIRIES:

Please direct all comments and inquires pertaining to this policy to policyinquiry@wsalamo.org.

RESCISSIONS:

CCS 11, Change 3

ATTACHMENTS:

None

MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Rapid Relief: Lay Off Aversion Grant

Summary:

During the Executive Committee meeting held on March 19th, during a briefing on Financials showing financial reports through January 31, 2021, a line item for an active grant reflected that 0% had been expended for Childcare Centers from a Lay Off Aversion Grant. Child Care staff was asked to provide additional information on this line item.

Analysis:

The Rapid Relief: Lay Off Aversion Grant, is a \$190,000 Covid grant that is available to assist provide Covid Relief towards dislocated workers. WSA is targeting current Child Care Providers that are currently receiving the additional 25% of Enhanced Reimbursement Rate (ERR), Texas Rising Stars Providers, to provide additional support to remain open and provide childcare services, preventing additional layoffs and additional economic hardships to these providers. Each provider is required to apply to be considered for additional support in the form of PPE Kits, equipment and or technology needs.

Child Care Centers need its employees to work on-site but cannot afford PPE Equipment, frequent deep cleaning to help prevent potential exposure to COVID-19. Layoff aversion funds may be used to pay for PPE Kits, a cleaning and/or sanitization service, equipment, or technology to avert layoffs. The targets are: 126 Kits, services, technology, or equipment at approximately \$1,500 grant to each Childcare Center (employer).

This grant is not specifically linked to Child Care, but instead the funds are to be used to assist small businesses who have been impacted by Covid. This funding is not funding that is managed or passed through the Child Care Quality funds and is not funding that the WSA Child Care Team is responsible for managing or distributing.

Alternatives: N/A

Fiscal Impact: N/A

Recommendation:

N/A: This is a briefing item only to provide information on what the Grant item was that was mentioned during the Executive Committee held on March 19, 2021.

Next Steps:

None required as the Lay Off Aversion Grant is not specific to Child Care.

Attachment: None

Rapid Response: Lay Off Aversion Grant

April 26, 2021



What is it?

Rapid Relief: Lay Off
Aversion Grant

Offering grants of up
to \$1500 for
PPE/Technology

\$190,000

Is COVID grant, were
provided towards
WIOA, extra monies to
target Lay Off
Aversion

Could target any
providers, so they can
stay open, so families
can continue to work
& prevent Lay off

Goal is to support
approximately 125
child care providers

Open to Centers who
are receiving the 25%
Enhanced
Reimbursement Rate



Summary

WSA is targeting current Child Care Providers that are currently receiving the additional 25% of Enhanced Reimbursement Rate (ERR), Texas Rising Stars Providers, to provide additional support to remain open and provide childcare services, preventing additional layoffs and additional economic hardships to these providers. Each provider will be required to apply to be considered for additional support in the form of PPE Kits, equipment and or technology needs.

Child Care Centers need its employees to work on-site but cannot afford PPE Equipment, frequent deep cleaning to help prevent potential exposure to COVID-19. Layoff aversion funds may be used to pay for PPE Kits, a cleaning and/or sanitization service, equipment, or technology to avert layoffs.

Targets are: 126 Kits, services, technology, or equipment at approximately \$1,500 grant to each Childcare Center (employer).



Questions?



MEMORANDUM

To: Child Care Committee

From: Mark Milton, WSA COO

Presented by: Jessica Villarreal, Director of Child Care

Date: April 26, 2021

Subject: Early Matters Introduction

Summary:

On February 16, 2021, Early Matters-Alamo hired an operations director, Liza Gomez, whose goals will be to: strengthen the ecosystem by leading the Early Matters Quality Improvement Partnership team that will include PreK4SA, Workforce Solutions Alamo, United Way San Antonio & Bexar County, Support Bexar County early childhood education partners, establish & strengthen partnerships with full range of educational providers, foster parent engagement, feedback and connection to resources, and quantify the impact by building a scorecard and measuring success.

Analysis:

With the many organizations and quality funding available for the state, the addition of an Early Matters Operation Director, continues to further Alamo's goal of building a more expansive and unified quality childcare system for the community.

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: N/A

Next Steps:

WSA Child Care department will continue collaborating with agencies and organizations seeking to increase the quality of childcare for the Alamo region.

Attachment:

None

Early Matters Introduction

April 26, 2021



EARLY MATTERS Operation Director will:

Strengthen the ecosystem by leading the Early Matters Quality Improvement Partnership team

Collaborate with PreK4SA, Workforce Solutions Alamo, United Way San Antonio & Bexar County

Support Bexar County early childhood education partners

Establish & strengthen partnerships with full range of educational providers

Foster parent engagement, feedback and connection to resources

Quantifying impact by building a scorecard and measuring success



Welcome, Liza Gomez! Early Matters OPERATIONS DIRECTOR

Education

- Master of Science in Education Entrepreneurship
- Business Coursework: Management in Education, Technology Strategy, Marketing and Finance in Education, Entrepreneurship in Education
- Education Coursework: Design of Learning Environments, Evaluation for Education Innovation
- Bachelor of Arts in Sociology-based Human Relations

Relationship Building

- Community outreach to learn about the needs and wants of community organizations, ISDs, and companies to provide targeted services. (Introduced and led focus groups.)
- Has worked across all levels of organizations, ranging from hourly employees to C-suite executives; always leading with a servant leadership mentality.

Business Strategy

- Analyzed the landscape within San Antonio to segment the market to create metrics and goals for business growth
- Developed marketing and sales funnels that inform the customer and user journey to best understand the progression of our end users through our services
- Created intraorganizational bridges so all areas of the company understood the work being completed in various departments for heightened collaboration

Brand Alignment

- Helped create marketing collateral to bring awareness of programs and services to targeted communities
- Led the creation of campaigns to keep the community abreast of company news & to increase partner engagement

“The combination of my education and professional experiences allows me to work in the Early Matters capacity by leaning on my understanding of the role education plays in the lives of children and pulling on the business strategy and growth needed to build and advance Early Matters in San Antonio by bringing leaders and thought partners in the ECE space together for this powerful initiative.”



Questions?

