



## **EXECUTIVE COMMITTEE MEETING**

Workforce Solutions Alamo  
100 N Santa Rosa Ave  
San Antonio, TX 78207  
June 4, 2021  
10:00 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: 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: Presenter: Chair Leslie Cantu

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## X. CHAIR REPORT

Presenter: Chair Leslie Cantu

- a. Update County & City of San Antonio Workforce Programs
- b. City's Ready to Work Program

XI. Next Meeting: July 23, 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;  
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- b. Government Code §551.071 - All Matters Where Workforce Solutions Alamo Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:
- c. Pending or Contemplated Litigation;
- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code Section 551.089—Discussions regarding Security Devices or Audits.

## XIII. ADJOURNMENT

Presenter: Chair Leslie Cantu





## **EXECUTIVE COMMITTEE MEETING MINUTES**

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

**WSA BOARD MEMBERS:** LESLIE CANTU (CHAIR); JAMIE ALLEN (10:08AM) (VICE CHAIR) ERIC COOPER, (10:10AM) BEN PEAVY, DOUG WATSON, DR. MARK NIEDERAUER, MARY BATCH, ELIZABETH LUTZ, LISA NOVARRO-GONZALES, DR. BURNIE ROPER, MITCHELL SHANE DENN, DAWN VERNON, DIANA KENNY (10:04AM)

**WSA BOARD STAFF:** ADRIAN LOPEZ, MARK MILTON, LOUIS TATUM, MELISSA SADLER-NITU, MANUEL UGUES, GABRIELA HORBACH, JOSHUA VILELLA, JESSICA VILLARREAL, CRISTINA BAZALDUA, RACHEL COCHRAN LINDA G. MARTINEZ, ELIZABETH EBERHARDT, ESTHER METCALF, MICHAEL DEFREES, ROBERTO CORRAL, CHAKIB CHEHADI

**LEGAL COUNSEL:** FRANK BURNEY

**PARTNERS:** POOJA TRIPATHI, DIANE RATH

### **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: Chair Leslie Cantu

**At 10 a.m., Chair Cantu called the meeting to order. The roll was called, and a quorum was declared present.**

II. DECLARATIONS OF CONFLICT OF INTEREST

Presenter: Chair Leslie Cantu

**There are no conflicts of interest.**

III. PUBLIC COMMENT

Presenter: Chair Leslie Cantu

**There are no public comments.**

IV. CONSENT AGENDA: (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chair Leslie Cantu

- Executive Committee Meeting Minutes - March 19, 2021

**Upon motion by Ms. Mary Batch and 2<sup>nd</sup> by Mr. Doug Watson, Executive Committee Meeting minutes were approved. Committee unanimously approved motion carried.**

V. AUDIT & FINANCE COMMITTEE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Mary Batch, Chair

- Financial Reports
  - Mr. Tatum provided a review of budgets and grants, which have lower expenditures due to COVID-related issues but will likely be spent by end of fiscal year. Board members asked questions regarding specific grants and expenditures.
  - Mr. Doug Watson asked how much money was in that grant.
  - Mr. Doug Watson also requested that this be added to the next Child Care Committee meeting agenda.
  - Mr. Tatum replied he did not have the exact amount but would get that. he estimated there was \$53k.
  - Mr. Ben Peavy also asked if a small African American business minority owned company was being provided the rapid response grant.
  - Mr. Lopez replied the previous vendor is no longer contracted with WSA. This was a decision that was rendered to the committee back in Feb/March of 2020. There was a potential contract renewal, however, the contractor did not successfully meet the fiscal integrity review. The contract with transferred to C2Global. During the RFP process, there was a stipulation that C2Global could potentially handle Rapid Response.
- Monitoring Update



- Mr. Tatum reported on fiscal monitoring contract with Ms. Christine Nguyen. This serves to provide the Board of Directors with a briefing regarding the status of the Fiscal Monitoring Services contract.
- The 4<sup>th</sup> and final renewal of WSA's Fiscal Monitoring Services contract with Christine Nguyen expired September 30<sup>th</sup> 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.
- Mr. Tatum informed the Executive Committee the contract is being negotiated with Christine H. Nguyen, CPA, and it is expected to effective no later than by March 13, 2021.
- Mr. Tatum also disclosed 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.
- Audit Update
  - Mr. Ricardo Ramirez, Director, Quality Assurance provided the Audit/Finance Committee and update on the Financial Auditing Services RFQ
  - Mr. Ramirez explained the phases of this process.
    - Phase 1***
      - On 02/19/2021, Board Staff presented to the Board of Directors the results, ranking, and recommendation regarding the five proposals that were received and evaluated.
      - The Board of Directors determined that it would be beneficial to perform an additional assessment of the top two finalists to secure increased assurances concerning the successful completion of the engagement given the short timelines especially during the pandemic.
    - Phase 2***
      - Additional written information from the two top finalists was received 02/26/2021. This included a written project plan with information covering the following elements:
        - Engagement activities, working remotely
        - Communication with Board Staff
        - Detailed timeline
        - Best and final offer (costs)
    - The additional information is being assessed by the internal evaluation panel.
    - The panel will submit its assessment and Phase 2 scores (on 03/02/2021) to the CEO and CFO for final selection and initiation of negotiations with the selected firm.
    - ABIP was selected as the finalist for the Financial Auditing Services

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- Mr. Frank Burney, Legal Counsel, reminded Chair Cantu and the Executive Committee that the Board had authorized WSA Staff to move forward with the final selection and this item does not need to go to the Board for approval.

## VI. CHILD CARE COMMITTEE (DISCUSSION AND POSSIBLE ACTION)

Presenter: Doug Watson, Chair

- Child Care Quality Contract Update
- Mrs. Jessica Villarreal, Director Childcare provided an update on the Child Care Quality Contract (CCQ).
- WSA awarded the Child Car Quality, CCQ, contract to the City of San Antonio on February 1, 2021 and is in the process of transitioning contract.
- A sixty-day contract transition period has been determined in the best interest of both contractors, the staff and program. Currently, the City of San Antonio is in the process of interviewing staff, priority will be given to current staff that interested in remaining on board. All staff should be on boarded to the City no later than March 22, 2021. We are currently on target for an April 1, 2021 final contract transition date.
- Mr. Doug Watson asked if the present mentors would be employed by C2Global until April 1.
- Mrs. Villareal explained they are transitioning. COSA is currently onboarding those that have accepted the mentor positions.

## VII. OVERSIGHT COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Dr. Mark Niederauer, Chair

- Briefing Monitoring Timeline
  - Mr. Ramirez briefed the Committee on TWC, Financial, and Program Monitoring of contracts. In addition, he briefed Executive Committee on fiscal monitoring of all contractors and programs.
  - Mr. Ricardo Ramirez provided the Executive Committee with an overview of the monitoring timeline.
  - Mr. Ramirez reviewed staff questioning of the two finalists' presentation as relates to COVID delays.
  - He proposed engagement is with ABIP, which scored the highest on combined evaluation, and contract will be finalized this week.
  - Mr. Ramirez also stated the estimated subcontracted costs for financial monitoring is \$127,105, and for program monitoring is \$120,000 (total of \$247,000).
- Operational Updates
  - Mr. Milton provided performance reports on programs and contracts. He represented that 13 or 15 TWC performance measures were being met. Field centers are experiencing intermittent closings due to COVID-19.
  - Board Member Jaime Allen asked in the event we are not meeting goals, is there a contingency plan in place to create awareness and reach stakeholders that may not be aware of the program(s).
  - Mr. Milton answered that is an overall project plan. If there is a shortage, we will have a specific line item in our project plan to increase marketing and awareness. We are doing much more in social media than



has been done in the past. We also have additional funded set aside for most of these grants for that purpose.

- Board Member Jamie Allen recommended that WSA do paid social and search in addition to what being done.
- Mr. Lopez replied WSA has done some paid social mainly in part for the CARES NOW and will re-visit this.
- City of San Antonio, (COSA) Ready to Work contract is meeting all benchmarks except On the Job Training, (OTJ), which is being addressed.
- Second amendment with City of San Antonio, (COSA), is being negotiated now and likely will be executed in next few weeks. Future “Ready to Work” initiative by City of San Antonio, (COSA), will likely be selected on a competitive Request for Proposal, (RFP) process.
- Bexar County CARES is meeting all targets and will be closed out over the next 6 months.
- Mr. Milton reviewed special grants and projects, such OW Lee Furniture and Schreiner University healthcare/dentist schools.
- WSA conducted three 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).
- Child-care performance numbers are good (96%)
- Job retention/employment is underperforming due to COVID-19 but being focused on for remainder of FY.
- 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.
- Mr. Milton also announced C2Gglobal’s new Deputy Director, Mr. John Hershey and added he’s doing a tremendous job.
- **Special Grants and Initiatives**
- WSA is currently managing 20 grants or special programs outside of the traditional TWC formula funding streams.
  - 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
- Performance and Programs Reports
  - Mr. Milton also provided the Executive Committee with an overview of the performance and programs.
  - March 1<sup>st</sup> COSA submitted an amendment to WSA for the final six 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.
  - OJT has been a gap for WSA - Trending well under target.
  - Individuals enrolling and completing training remains well ahead of

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goal.

- Referrals to case administrator agencies has not occurred at the originally anticipated rate.
- Expenditure rates are well ahead of projections.
- Beginning March 1<sup>st</sup>, 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.
- Board Member, Mr. Ben Peavey asked if this the program that would be transitioned into SA. Ready to Work?
- Mr. Milton replied, this is the initial program, and the COSA is working on this and additional information will be discussed at a meeting later this afternoon.
- Mr. Frank Burney, Legal Counsel, mentioned the COSA would be putting out an RFP. The Executive and Board of Directors will need to have input once all guidelines have been provided.

#### VIII. STRATEGIC COMMITTEE REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Eric Cooper, Chair

- Marbach Location
- Mr. Tatum and WSA broker provided a review of the lease options for Marbach location. Three options are being considered, including the current location. Negotiations are underway for a one-year lease at current location to provide time to analyze future options (current lease expires on 5/21). Staff can be relocated if negotiations are unsuccessful.
  - 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.
  - Mr. Lopez said an immediate solution would be to move staff temporarily to other centers.
- 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.

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- Dr. Andrea Guerrero-Guajardo, CIO provided the Executive Committee on the implementation of the Local Plan and the status.
- 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 four-sectors on which to pilot these efforts, establish a timeline to execute, and a reporting schedule for the board and other stakeholders.
- Local Plan was timely submitted to TWC, with feedback expected in next two months. Staff is moving forward with implementation. Efforts will be focused on targeted occupations in designated industries/sectors. Next steps include ROI to tract efforts. Pilot programs in 2-3 sectors will be commenced to assess ability to have impact.

## IX. CEO REPORT

Presenter: Adrian Lopez, CEO

- Unemployment Claims & Responses
  - Unemployment Claims and Responses: most counties are reporting decline in unemployment claims. Highest unemployment claims continue to be in hospitality sector.
  - Board Member Mr. Doug Watson asked if these were initial claims or were these approved claims.
  - Mr. Lopez replied these were legitimate claims approved by TWC.
- Status of Procurement Diversity Policy
  - Mr. Lopez updated the Executive Committee on the Diversity Program, Small, Minority, Women and/or Veteran, Owned Business (SMWVBE).
  - 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.
  - 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.

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- 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.
- Board Member, Mr. Ben Peavy expressed appreciation for initiating this new policy. He commented that aspirational goals were acceptable if actual success can be measured on periodic basis.
- Mr. Lopez informed the new Procurement Director will be taking this on and it will be presented to the Executive Board in June.
- PEO Implementation- April 1, 2021
  - CEO Lopez reported that final contract with SWBC is being negotiated (delays due to cyber-attack on PEO) and will commence soon.
- Procurement Director to start March 22, 2021.
  - We made an offer to Ms. Latifah Jackson. She has 10-years' experience in Procurement, holds a Bachelors degree in Business Administration and a Masters in Organizational Development.
- Marketing & Media Update- Cristina Bazaldua, Director of Government & Public Relations
  - Ms. Bazaldua provided the Executive Committee her 30, 60, 90, 120-day plan and reported on social media engagements and public events (ribbon cutting for E. Houston Street office on 3/31/21).
  - She also encouraged Board Members to like/share events on their individual Facebook, Instagram, Twitter pages.
  - She informed the Executive Committee of the media outlet partnerships that have been created.
  - Working with KGB on the WSA annual report.

#### X. CHAIR REPORT (DISCUSSION AND POSSIBLE ACTION)

Presenter: Chair Leslie Cantu

- a. Update County & City of San Antonio Workforce Programs
  - Chair Cantu expressed her appreciation to the Board and the staff for the hard work and success in addressing the CARES programs with COSA and Bexar County.
  - Chair Cantu also expressed appreciation to Dr. Guajardo and her team for their work on the Local Plan.
  - Chair Cantu recognized and congratulated Board Member Ben Peavey for being appointed to the San Antonio Ready to Work Advisory Board.

#### XI. Next Meeting: June 4, 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:**



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- c. Pending or Contemplated Litigation;
- d. Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Workforce Solutions Alamo; and
- e. Government Code Section 551.089—Discussions regarding Security Devices or Audits.

### XIII. ADJOURNMENT

Presenter: Chair Leslie Cantu

**There being no further business, a motion was made by Director Cooper and second by Director Watson that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 11:46 a.m.**

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**CERTIFIED AGENDA OF CLOSED MEETING**

**Workforce Solutions EXECUTIVE COMMITTEE**

I, LESLIE CANTU, THE PRESIDING OFFICER OF THE WORKFORCE SOLUTIONS ALAMO **EXECUTIVE COMMITTEE**, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN **EXECUTIVE SESSION** OF THE COMMITTEE CONDUCTED ON March 19, 2021 AT 11:37 AM

1. The Executive Session began with the following announcement by the presiding officer: "The Workforce Solutions Alamo **EXECUTIVE COMMITTEE** is now in Executive Session on March 19, 2021, at 11:37 AM pursuant to exceptions under Government Code 551."
2. SUBJECT MATTER OF EACH DELIBERATION:
  - 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.
  - e. Government Code Section 551.089—Discussions regarding Security Devices or Audits.
3. No further action was taken.
4. The Executive Session ended with the following announcement by the presiding officer: "This Executive Session ended on March 19, 2021, at 1:43 PM."

DocuSigned by:

*Leslie Cantu*

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LESLIE CANTU, Chair



## 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**

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### **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 inquiries pertaining to this policy to [policyinquiry@wsalamo.org](mailto:policyinquiry@wsalamo.org).

**RESCISSIONS:**

CCS 11, Change 3

**ATTACHMENTS:**

None



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Procurement & Contracts Director

**Date:** June 4, 2021

**Subject:** Child Care Services (CCS) Contract Update

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**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



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## MEMORANDUM

**To:** Executive Committee

**From:** Mark Milton, Chief Operating Officer

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Child Care Quality Services (CCQ) Contract Update

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**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) & Child Care Services Contract

June 4, 2021





# Current Proposed Timeline for CCS Contract

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## 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?





# Child Care Quality (CCQ) Contract Update

June 4, 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

3/31/2021 – 4/1/2021 Staff Start



4/1/2021 CCQ Contract began



4/14/2021 CCQ Contract Officially Signed



# Overview

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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: Executive Committee  
From: Louis Tatum, CFO  
Presented by: Louis Tatum, CFO  
Date: June 4, 2021  
Regarding: Financial Report -March 31, 2021, Financial Report

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

The aftermath of COVID 19 and unemployment continues to present challenges for the local community, WSA evaluates the needs of local employers and job seekers while they continue to navigate these challenges by providing resources to the local communities. Through the continued support from the WSA Board of Directors, Texas Workforce Commission, Local Officials, Committee of Six, and Workforce Solution Alamo Executive Leadership we have been able to strategically respond to the needs of both job seekers and employers in the 13-County Alamo Region.

### Corporate Budget

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



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

### Facility Budget

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

### Active Grants Only

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



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

**ATTACHMENTS:**  
Financial Statement



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

							50.00%
	Annual Budget	Amendment #1	Amended Budget #1	YTD Expenses	% Expensed	Balance	
<b>PERSONNEL</b>							
Salaries/Wages	\$ 3,126,213	\$ 105,000	\$ 3,231,213	\$ 1,511,785	46.79%	\$ 1,719,428	
Fringe Benefits	1,003,476	30,000	1,033,476	426,362	41.26%	607,114	
Staff Travel	35,000	-	35,000	4,686	13.39%	30,314	
Staff Training & Development	30,000	-	30,000	2,662	8.87%	27,338	
<i>PERSONNEL SUBTOTAL:</i>	<b>\$ 4,194,688</b>	<b>\$ 135,000</b>	<b>\$ 4,329,688</b>	<b>\$ 1,945,495</b>	<b>44.93%</b>	<b>\$ 2,384,193</b>	
<b>BOARD FACILITY</b>							
Rent	325,000		325,000	144,274	44.39%	180,726	
<i>FACILITY SUBTOTAL:</i>	<b>\$ 325,000</b>		<b>\$ 325,000</b>	<b>\$ 144,274</b>	<b>44.39%</b>	<b>\$ 180,726</b>	
<b>EQUIPMENT/RELATED COSTS</b>							
Equipment Purchases	30,000		30,000	657	2.19%	29,343	
Equipment Rental	20,000	-	20,000	6,821	34.11%	13,179	
Repair & Maintenance	2,000		2,000	-	0.00%	2,000	
Software Licenses	10,000	20,000	30,000	14,918	49.73%	15,082	
Software Maintenance & Support	40,000	-	40,000	17,395	43.49%	22,605	
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	<b>\$ 102,000</b>	<b>\$ 20,000</b>	<b>\$ 122,000</b>	<b>\$ 39,791</b>	<b>32.62%</b>	<b>\$ 82,209</b>	
<b>GENERAL OFFICE EXPENSES</b>							
Communications	55,000		55,000	19,788	35.98%	35,212	
Advertising	5,000		5,000	-	0.00%	5,000	
Insurances	235,000	-	235,000	66,807	28.43%	168,193	
Office Supplies	30,000	-	30,000	11,078	36.93%	18,922	
Postage/Shipping/Other	4,000		4,000	782	19.55%	3,218	
Printing, Binding & Reproduction	10,500		10,500	1,246	11.87%	9,254	
Publications & Subscriptions	5,500		5,500	2,448	44.50%	3,052	
Dues	25,000		25,000	8,781	35.12%	16,219	
Storage	12,000		12,000	5,031	41.93%	6,969	
Marketing (External)	50,000	30,000	80,000	1,820	2.28%	78,180	
Miscellaneous Costs	5,000		5,000	-	0.00%	5,000	
Non Federal	50,000		50,000	44,101	88.20%	5,899	
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	<b>\$ 487,000</b>	<b>\$ 30,000</b>	<b>\$ 517,000</b>	<b>\$ 161,882</b>	<b>31.31%</b>	<b>\$ 355,118</b>	
<b>PROFESSIONAL SERVICES</b>							
Legal Services-Corporate	90,000	-	90,000	35,002	38.89%	54,998	
Legal Services-Other	30,000	-	30,000	12,763	42.54%	17,237	
Audit	80,000	-	80,000	-	0.00%	80,000	
Monitoring (Contractor)	290,000	-	290,000	-	0.00%	290,000	
Professional Services	225,000	75,000	300,000	28,295	9.43%	271,705	
Payroll Fees	55,000	-	55,000	-	0.00%	55,000	
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	<b>\$ 770,000</b>	<b>\$ 75,000</b>	<b>\$ 845,000</b>	<b>\$ 76,060</b>	<b>9.00%</b>	<b>\$ 768,940</b>	
<b>BOARD EXPENSES</b>							
Board Member Travel	8,000	-	8,000	-	0.00%	8,000	
Board Member Training/Development	7,000	-	7,000	-	0.00%	7,000	
Board Meetings & Misc. Costs	20,000		20,000	3,414	17.07%	16,586	
<i>BOARD EXPENSES SUBTOTAL:</i>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 3,414</b>	<b>9.75%</b>	<b>\$ 31,586</b>	
<b>TOTAL EXPENSES</b>							
	<b>\$ 5,913,688</b>	<b>\$ 260,000</b>	<b>\$ 6,173,688</b>	<b>\$ 2,370,915</b>	<b>38.40%</b>	<b>\$ 3,802,773</b>	
<b>SUMMARY:</b>							
Personnel	\$ 4,194,688	\$ 135,000	\$ 4,329,688	\$ 1,945,495	44.93%	\$ 2,384,193	
Board Facility	325,000	-	325,000	144,274	44.39%	180,726	
Equipment/Related Costs	102,000	20,000.00	122,000	39,791	32.62%	82,209	
General Office Expenses	487,000	30,000.00	517,000	161,882	31.31%	355,118	
Professional Services	770,000	75,000.00	845,000	76,060	9.00%	768,940	
Board Expenses	35,000	-	35,000	3,414	9.75%	31,586	
<b>TOTAL CORPORATE EXPENSES</b>	<b>\$ 5,913,688</b>	<b>\$ 260,000</b>	<b>\$ 6,173,688</b>	<b>\$ 2,370,915</b>	<b>38.40%</b>	<b>\$ 3,802,773</b>	



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

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

**Facilities & Infrastructure Report**

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

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



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

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 3/31/2021	YTD Exp 3/31/2021	Balance
	19WA1	2019WOA001	753,296.00	632,384.69	120,911.31	120,911.31	-7,490.90	624,893.79	128,402.21
	19WA2	2019WOA001	3,300,517.00	3,267,612.91	32,904.09	32,904.09	13,591.54	3,281,204.45	19,312.55
	20WA1	2020WOA001	594,722.00	-	594,722.00	594,722.00	238,790.09	238,790.09	355,931.91
	20WA2	2020WOA001	2,433,326.00	-	2,433,326.00	2,433,326.00	1,852,455.94	1,852,455.94	580,870.06
<b>WIOA ADULT Total</b>			<b>7,081,861.00</b>	<b>3,899,997.60</b>	<b>3,181,863.40</b>	<b>3,181,863.40</b>	<b>2,097,346.67</b>	<b>5,997,344.27</b>	<b>1,084,516.73</b>
	19WD1	2019WOD001	711,177.00	358,134.34	353,042.66	353,042.66	20,965.85	379,100.19	332,076.81
	19WD2	2019WOD001	2,946,453.00	2,860,593.25	85,859.75	85,859.75	-23,252.53	2,837,340.72	109,112.28
	20WD1	2020WOD001	849,412.00	-	849,412.00	849,412.00	300,541.76	300,541.76	548,870.24
	20WD2	2020WOD001	3,270,077.00	0	3,270,077.00	3,270,077.00	1,831,133.68	1,831,133.68	1,438,943.32
<b>WIOA DISLOCATED Total</b>			<b>7,777,119.00</b>	<b>3,218,727.59</b>	<b>4,558,391.41</b>	<b>4,558,391.41</b>	<b>2,129,388.76</b>	<b>5,348,116.35</b>	<b>2,429,002.65</b>
	19WOY	2019WOY001	4,373,355.00	4,149,150.17	224,204.83	224,503.93	113,208.05	4,262,358.22	110,996.78
	20WOY	2020WOY001	3,266,806.00	1,112,237.20	2,154,568.80	2,154,568.80	1,917,373.64	3,029,610.84	237,195.16
<b>WIOA YOUTH Total</b>			<b>7,640,161.00</b>	<b>5,261,387.37</b>	<b>2,378,773.63</b>	<b>2,379,072.73</b>	<b>2,030,581.69</b>	<b>7,291,969.06</b>	<b>348,191.94</b>
	20WOR	2020WOR001	50,513.00	-	50,513.00	50,513.00	13,411.69	13,411.69	37,101.31
<b>WIOA RAPID RESPONSE Total</b>			<b>50,513.00</b>	<b>-</b>	<b>50,513.00</b>	<b>50,513.00</b>	<b>13,411.69</b>	<b>13,411.69</b>	<b>37,101.31</b>
	20TAF	2020TAF001	6,169,544.00	4,778,149.15	1,391,394.85	1,391,394.85	168,905.21	4,947,054.36	1,222,489.64
	21TAF	2021TAF001	6,059,779.00	0	6,059,779.00	6,059,779.00	1,245,086.26	1,245,086.26	4,814,692.74
<b>TANF Total</b>			<b>12,229,323.00</b>	<b>4,778,149.15</b>	<b>7,451,173.85</b>	<b>7,451,173.85</b>	<b>1,413,991.47</b>	<b>6,192,140.62</b>	<b>6,037,182.38</b>
	21SNE	2021SNE001	1,686,265.00	0	1,686,265.00	1,686,265.00	1,295,388.83	1,295,388.83	390,876.17
<b>SNAP E&amp;T Total</b>			<b>1,686,265.00</b>	<b>-</b>	<b>1,686,265.00</b>	<b>1,686,265.00</b>	<b>1,295,388.83</b>	<b>1,295,388.83</b>	<b>390,876.17</b>
	21NCP	2021NCP001	437,578.00	3.21	437,574.79	437,574.79	210,544.67	210,547.88	227,030.12
<b>NON CUSTODIAL PARENT Total</b>			<b>437,578.00</b>	<b>3.21</b>	<b>437,574.79</b>	<b>437,574.79</b>	<b>210,544.67</b>	<b>210,547.88</b>	<b>227,030.12</b>
	20CCF	2020CCF001	84,753,484.00	72,614,892.28	12,138,591.72	12,138,591.72	6,582,810.96	79,197,703.24	5,555,780.76
	21CCF	2021CCF001	67,352,895.00	0	67,352,895.00	67,352,895.00	29,879,476.11	29,879,476.11	37,473,418.89
<b>CHILD CARE CCF Total</b>			<b>152,106,379.00</b>	<b>72,614,892.28</b>	<b>79,491,486.72</b>	<b>79,491,486.72</b>	<b>36,462,287.07</b>	<b>109,077,179.35</b>	<b>43,029,199.65</b>
	20CCM	2020CCM001	7,210,326.00	4,522,759.81	2,687,566.19	2,687,566.19	2,687,566.19	7,210,326.00	0.00
	21CCM	2021CCM001	7,244,574.00	0	7,244,574.00	7,244,574.00	0.00	0.00	7,244,574.00
<b>CHILD CARE CCM Total</b>			<b>14,454,900.00</b>	<b>4,522,759.81</b>	<b>9,932,140.19</b>	<b>9,932,140.19</b>	<b>2,687,566.19</b>	<b>7,210,326.00</b>	<b>7,244,574.00</b>
CHILD CARE CCP	20CCP	2020CCP001	10,019,800.00	7,132,560.55	2,887,239.45	2,887,239.45		7,132,560.55	2,887,239.45
	21CCP	2021CCP001	8,961,000.00	520,608.70	8,440,391.30	8,440,391.30	3,118,590.78	3,639,199.48	5,321,800.52
<b>CHILD CARE CCP Total</b>			<b>18,980,800.00</b>	<b>7,653,169.25</b>	<b>11,327,630.75</b>	<b>11,327,630.75</b>	<b>3,118,590.78</b>	<b>10,771,760.03</b>	<b>8,209,039.97</b>
	20TRA	2020TRA001	226,315.00	207,908.42	18,406.58	18,406.58	18,406.59	226,315.01	-0.01
	21TRA	2021TRA001	193,616.00	0	193,616.00	193,616.00	28,051.89	28,051.89	165,564.11
<b>TRADE ACT SERVICES Total</b>			<b>419,931.00</b>	<b>207,908.42</b>	<b>212,022.58</b>	<b>212,022.58</b>	<b>46,458.48</b>	<b>254,366.90</b>	<b>165,564.10</b>
	20WPA	2021WPA001	1,392,426.00	576,769.69	815,656.31	815,656.31	535,167.89	1,111,937.58	280,488.42
	21WPA	2021WPA001	635,893.00	0	635,893.00	635,893.00	8,398.41	8,398.41	627,494.59
<b>EMPLOYMENT SERVICES Total</b>			<b>2,028,319.00</b>	<b>576,769.69</b>	<b>1,451,549.31</b>	<b>1,451,549.31</b>	<b>543,566.30</b>	<b>1,120,335.99</b>	<b>907,983.01</b>



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

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 3/31/2021	YTD Exp 3/31/2021	Balance
RESOURCE ADMIN GRANT	21RAG	2021RAG001	11,857.00	0	11,857.00	11,857.00	4,150.12	4,150.12	7,706.88
<b>RESOURCE ADMIN GRANT Total</b>			<b>11,857.00</b>	<b>-</b>	<b>11,857.00</b>	<b>11,857.00</b>	<b>4,150.12</b>	<b>4,150.12</b>	<b>7,706.88</b>
VETERANS EMPLOYMENT SERVICE	21TVC	2021TVC001	284,084.00	0	284,084.00	284,084.00	98,135.89	98,135.89	185,948.11
<b>VETERANS EMPLOYMENT SERVICE Total</b>			<b>284,084.00</b>	<b>-</b>	<b>284,084.00</b>	<b>284,084.00</b>	<b>98,135.89</b>	<b>98,135.89</b>	<b>185,948.11</b>
CHILD CARE ATTENDANCE AUTOMATION	20CAA	2020CAA001	361,164.00	321,294.11	39,869.89	39,869.89		321,294.11	39,869.89
	21CAA	2021CAA001	361,164.00	0	361,164.00	361,164.00	121,126.21	121,126.21	240,037.79
<b>CHILD CARE ATTENDANCE AUTOMATION Total</b>			<b>722,328.00</b>	<b>321,294.11</b>	<b>401,033.89</b>	<b>401,033.89</b>	<b>121,126.21</b>	<b>442,420.32</b>	<b>279,907.68</b>
	20CCQ	2020CCQ001	1,941,072.00	1,287,361.45	653,710.55	653,710.55	654,256.13	1,941,617.58	-545.58
	21CCQ	2021CCQ001	1,947,771.00	0	1,947,771.00	1,947,771.00	821,153.06	821,153.06	1,126,617.94
<b>CCQ QUALITY Total</b>			<b>3,888,843.00</b>	<b>1,287,361.45</b>	<b>2,601,481.55</b>	<b>2,601,481.55</b>	<b>1,475,409.19</b>	<b>2,762,770.64</b>	<b>1,126,072.36</b>
WORK COMMISION INITIATIVES	19WCI	2019WCI000	144,333.00	119,878.07	24,454.93	24,454.93	12,817.72	132,695.79	11,637.21
	20WCI	2020WCI001	105,272.00	54,282.25	50,989.75	50,989.75	37,074.00	91,356.25	13,915.75
	21WCI	2021WCI001	54,532.00	0	54,532.00	54,532.00	17,025.27	17,025.27	37,506.73
<b>WORK COMMISION INITIATIVES Total</b>			<b>304,137.00</b>	<b>174,160.32</b>	<b>129,976.68</b>	<b>129,976.68</b>	<b>66,916.99</b>	<b>241,077.31</b>	<b>63,059.69</b>
REEMPLOYMENT	20REA	2020REA001	651,116.00	509,191.68	141,924.32	141,924.32	90,114.48	599,306.16	51,809.84
	21REA	2021REA001	526,998.00	0	526,998.00	526,998.00	3,437.86	3,437.86	523,560.14
<b>REEMPLOYMENT Total</b>			<b>1,178,114.00</b>	<b>509,191.68</b>	<b>668,922.32</b>	<b>668,922.32</b>	<b>93,552.34</b>	<b>602,744.02</b>	<b>575,369.98</b>
MILITARY FAMILY	20WS1	2020WOS001	222,630.00	219,938.74	2,691.26	2,691.26	2,700.12	222,638.86	-8.86
	21WS1	2021WOS001	222,630.00	0	222,630.00	222,630.00	930.60	930.60	221,699.40
<b>MILITARY Total</b>			<b>445,260.00</b>	<b>219,938.74</b>	<b>225,321.26</b>	<b>225,321.26</b>	<b>3,630.72</b>	<b>223,569.46</b>	<b>221,690.54</b>
STUDENT HIREABLILITY NAVIIGATOR	18HN2	3018VRS120	200,000.00	10,797.76	189,202.24	189,202.24	74,708.82	85,506.58	114,493.42
<b>STUDENT HIREABLILITY NAVIGATOR Total</b>			<b>200,000.00</b>	<b>10,797.76</b>	<b>189,202.24</b>	<b>189,202.24</b>	<b>74,708.82</b>	<b>85,506.58</b>	<b>114,493.42</b>
INFRA SUPPORT VR	21COL	2021COL001	716,874.06	45,466.44	671,407.62	671,407.62	326,371.87	371,838.31	345,035.75
<b>INFRA SUPPORT VR Total</b>			<b>716,874.06</b>	<b>45,466.44</b>	<b>671,407.62</b>	<b>671,407.62</b>	<b>326,371.87</b>	<b>371,838.31</b>	<b>345,035.75</b>
Texas Industry Partnership (TIP)	20TIP	2020TIP001	147,358.00	-	147,358.00	147,358.00		0.00	147,358.00
	21TIP	2021TIP001	73,320.00	0	73,320.00	73,320.00	72,840.00	72,840.00	480.00
<b>Texas Industry Partnership (TIP)</b>			<b>220,678.00</b>	<b>-</b>	<b>220,678.00</b>	<b>220,678.00</b>	<b>72,840.00</b>	<b>72,840.00</b>	<b>147,838.00</b>
WIOA ALTERNATIVE FUNDING	19WAF	2019WAF001	479,224.00	165,314.36	313,909.64	313,909.64	55,161.22	220,475.58	258,748.42
<b>WIOA ALTERNATIVE FUNDING Total</b>			<b>479,224.00</b>	<b>165,314.36</b>	<b>313,909.64</b>	<b>313,909.64</b>	<b>55,161.22</b>	<b>220,475.58</b>	<b>258,748.42</b>
YOUTH JOB SKILLS INITIATIVE	19WS2	2019W0S002	286,000.00	78,710.02	207,289.98	207,289.98	72,444.67	151,154.69	134,845.31
<b>YOUTH JOB SKILL INITIATIVE Total</b>			<b>286,000.00</b>	<b>78,710.02</b>	<b>207,289.98</b>	<b>207,289.98</b>	<b>72,444.67</b>	<b>151,154.69</b>	<b>134,845.31</b>
High Demand Job Training	20HJT	2020HJT001	31,342.00	-	31,342.00	31,342.00	60.09	60.09	31,281.91
<b>HIGH DEMAND JOB TRAINING</b>			<b>31,342.00</b>	<b>-</b>	<b>31,342.00</b>	<b>31,342.00</b>	<b>60.09</b>	<b>60.09</b>	<b>31,281.91</b>
	HPOG2	HPOG2	81,698.00	-	81,698.00	81,698.00	30,980.76	30,980.76	50,717.24
	TEC20	TEC20	83,580.00	25,072.80	58,507.20	58,507.20	-190.88	24,881.92	58,698.08
<b>ALAMO COLLEGES TOTAL</b>			<b>165,278.00</b>	<b>25,072.80</b>	<b>140,205.20</b>	<b>140,205.20</b>	<b>30,789.88</b>	<b>55,862.68</b>	<b>109,415.32</b>



**Workforce Solutions Alamo**  
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**Grant Summary Report**

GRANT	FUND	GRANT NO.	Grant Budget	Estimate YTD as 9/30/20	Balance as 9/30/20	FY21 Budget (WSA)	Exp from 10/1/20 to 3/31/2021	YTD Exp 3/31/2021	Balance
SUMMER EARN & LEARN	21VRS	3021VRS073	900,000.00	0	900,000.00	900,000.00	8,354.91	8,354.91	891,645.09
SKILLS DEVELOPMENT FUND	21SDF	2021SDF001	50,000.00	0	50,000.00	50,000.00	0.00	0.00	50,000.00
<b>SKILLS DEVELOPMENT FUND</b>			<b>50,000.00</b>	<b>-</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>
COVID-19 Response Statewide Funds	20COV	2020COV001	308,626.00	30,346.61	278,279.39	278,279.39	69,550.24	99,896.85	208,729.15
Disaster Recovery Dislocated Worker Grant	20NDW	2020NDW001	4,859,231.00	111,970.69	4,747,260.31	4,747,260.31	867,904.64	979,875.33	3,879,355.67
COVID-19 Response Statewide Funds (Skills Developmetn Fund)	20COS	2020COS002	287,500.00	40,000.00	247,500.00	247,500.00	193,168.61	233,168.61	54,331.39
Bexar County CARES	20BEX		6,107,000.00	759,522.89	5,347,477.11	5,347,477.11	1,040,319.28	1,799,842.17	4,307,157.83
Bexar County CARES	21BEX		7,802,061.00	(1,013.86)	7,803,074.86	7,803,074.86	2,840,594.98	2,839,581.12	4,962,479.88
City of San Antonio Train for Jobs	20CIT		2,293,380.71	129,987.44	2,163,393.27	2,163,393.27	1,210,012.29	1,339,999.73	953,380.98
City of San Antonio Train for Jobs	21CIT		13,731,691.26	0	13,731,691.26	13,731,691.26	3,364,250.42	3,364,250.42	10,367,440.84
<b>COVID Grants Total</b>			<b>35,389,489.97</b>	<b>1,070,813.77</b>	<b>34,318,676.20</b>	<b>34,318,676.20</b>	<b>9,585,800.46</b>	<b>10,656,614.23</b>	<b>24,732,875.74</b>
<b>GRAND TOTAL</b>			<b>270,166,658.03</b>	<b>106,787,983.07</b>	<b>162,482,352.27</b>	<b>163,382,653.60</b>	<b>64,182,905.53</b>	<b>170,970,888.60</b>	<b>99,195,769.43</b>



**Workforce Solutions Alamo**  
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**Active Grants Report**

GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 3/31/2021	Balance	Grant Expended 3/31/2021	Months Remaining
	19WA1	6/30/2021	2019WOA001	753,296.00	624,893.79	128,402.21	83%	3
	19WA2	6/30/2021	2019WOA001	3,300,517.00	3,281,204.45	19,312.55	99%	3
	20WA1	6/30/2022	2020W0A001	594,722.00	238,790.09	355,931.91	40%	15
	20WA2	6/30/2022	2020W0A001	2,433,326.00	1,852,455.94	580,870.06	76%	15
<b>WIOA ADULT Total</b>				<b>7,081,861.00</b>	<b>5,997,344.27</b>	<b>1,084,516.73</b>		
	19WD1	6/30/2021	2019WOD001	711,177.00	379,100.19	332,076.81	53%	3
	19WD2	6/30/2021	2019WOD001	2,946,453.00	2,837,340.72	109,112.28	96%	3
	20WD1	6/30/2022	2020W0D001	849,412.00	300,541.76	548,870.24	35%	15
	20WD2	6/30/2022	2020W0D001	3,270,077.00	1,831,133.68	1,438,943.32	56%	15
<b>WIOA DISLOCATED Total</b>				<b>7,777,119.00</b>	<b>5,348,116.35</b>	<b>2,429,002.65</b>		
	19WOY	6/30/2021	2019WOY001	4,373,355.00	4,262,358.22	110,996.78	97%	3
	20WOY	6/30/2022	2020WOY001	3,266,806.00	3,029,610.84	237,195.16	93%	15
<b>WIOA YOUTH Total</b>				<b>7,640,161.00</b>	<b>7,291,969.06</b>	<b>348,191.94</b>		
	20WOR	6/30/2021	2020WOR001	50,513.00	13,411.69	37,101.31	27%	3
<b>WIOA RAPID RESPONSE Total</b>				<b>50,513.00</b>	<b>13,411.69</b>	<b>37,101.31</b>		
	21TAF	10/31/2021	2021TAF001	6,059,779.00	1,245,086.26	4,814,692.74	21%	7
<b>TANF Total</b>				<b>12,229,323.00</b>	<b>6,192,140.62</b>	<b>6,037,182.38</b>		
SNAP E&T	21SNE	9/30/2021	2021SNE001	1,686,265.00	1,295,388.83	390,876.17	77%	6
<b>SNAP E&amp;T Total</b>				<b>1,686,265.00</b>	<b>1,295,388.83</b>	<b>390,876.17</b>		
NON CUSTODIAL PARENT	21NCP	9/30/2021	2021NCP001	437,578.00	210,547.88	227,030.12	48%	6
<b>NON CUSTODIAL PARENT Total</b>				<b>437,578.00</b>	<b>210,547.88</b>	<b>227,030.12</b>		
	21CCF	12/31/2021	2021CCF001	67,352,895.00	29,879,476.11	37,473,418.89	44%	9
<b>CHILD CARE CCF Total</b>				<b>152,106,379.00</b>	<b>109,077,179.35</b>	<b>43,029,199.65</b>		
	21CCM	12/31/2021	2021CCM001	7,244,574.00	0.00	7,244,574.00	0%	9
<b>CHILD CARE CCM Total</b>				<b>14,454,900.00</b>	<b>7,210,326.00</b>	<b>7,244,574.00</b>		
	21CCP	12/31/2021	2021CCP001	8,961,000.00	3,639,199.48	5,321,800.52	41%	9
<b>CHILD CARE CCP Total</b>				<b>18,980,800.00</b>	<b>10,771,760.03</b>	<b>8,209,039.97</b>		
	21TRA	12/31/2021	2021TRA001	193,616.00	28,051.89	165,564.11	14%	9
<b>TRADE ACT SERVICES Total</b>				<b>419,931.00</b>	<b>254,366.90</b>	<b>165,564.10</b>		
	20WPA	6/30/2021	2020WPA001	1,392,426.00	1,111,937.58	280,488.42	80%	3
	21WPA	12/31/2021	2021WPA001	635,893.00	8,398.41	627,494.59	1%	9
<b>EMPLOYMENT SERVICES Total</b>				<b>2,028,319.00</b>	<b>1,120,335.99</b>	<b>907,983.01</b>		
RESOURCE ADMIN GRANT	21RAG	9/30/2021	2021RAG001	11,857.00	4,150.12	7,706.88	35%	6
<b>RESOURCE ADMIN GRANT Total</b>				<b>11,857.00</b>	<b>4,150.12</b>	<b>7,706.88</b>		
VETERANS EMPLOYMENT SERVICE	21TVC	9/30/2021	2021TVC001	284,084.00	98,135.89	185,948.11	35%	6
<b>VETERANS EMPLOYMENT SERVICE Total</b>				<b>284,084.00</b>	<b>98,135.89</b>	<b>185,948.11</b>		



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GRANT	FUND	Grant End Date	GRANT NO.	Grant Budget	YTD Exp 3/31/2021	Balance	Grant Expended 3/31/2021	Months Remaining	
	21CAA	11/30/2021	2021CAA001	361,164.00	121,126.21		240,037.79	34%	8
CHILD CARE ATTENDANCE AUTOMATION Total				722,328.00	442,420.32		279,907.68		
	21CCQ	10/31/2021	2021CCQ001	1,947,771.00	821,153.06		1,126,617.94	42%	7
CCQ QUALITY Total				3,888,843.00	2,762,770.64		1,126,072.36		
WORK COMMISSION INITIATIVES	19WCI	5/31/2021	2019WCI000	144,333.00	132,695.79		11,637.21	92%	2
	20WCI	6/30/2021	2020WCI001	105,272.00	91,356.25		13,915.75	87%	3
	21WCI	9/30/2021	2021WCI001	54,532.00	17,025.27		37,506.73	31%	6
WORK COMMISSION INITIATIVES Total				304,137.00	241,077.31		63,059.69		
REEMPLOYMENT	20REA	3/31/2021	2020REA001	651,116.00	599,306.16		51,809.84	92%	
	21REA	12/31/2021	2021REA001	526,998.00	3,437.86		523,560.14	1%	9
REEMPLOYMENT Total				1,178,114.00	602,744.02		575,369.98		
	21WS1	12/31/2021	2020WOS001	222,630.00	930.60		221,699.40	0%	9
MILITARY Total				445,260.00	223,569.46		221,690.54		
STUDENT HIREABILITY NAVIGATOR	18HN2	8/31/2021	3018VRS120	200,000.00	85,506.58		114,493.42	43%	5
STUDENT HIREABILITY NAVIGATOR Total				200,000.00	85,506.58		114,493.42		
INFRA SUPPORT VR	21COL	8/31/2021	2021COL001	707,517.61	371,838.31		335,679.30	53%	5
INFRA SUPPORT VR Total				707,517.61	371,838.31		335,679.30		
Texas Industry Partnership (TIP)	20TIP	4/30/2021	2020TIP001	147,358.00	0.00		147,358.00	0%	1
	21TIP	5/31/2021	2021TIP001	73,320.00	72,840.00		480.00	99%	2
Texas Industry Partner (TIP)				220,678.00	72,840.00		147,838.00		
WIOA ALTERNATIVE FUNDING	19WAF	8/31/2021	2019WAF001	479,224.00	220,475.58		258,748.42	46%	5
WIOA ALTERNATIVE FUNDING Total				479,224.00	220,475.58		258,748.42		
YOUTH JOB SKILLS INITIATIVE	19WS2	8/31/2021	2019W0S002	286,000.00	151,154.69		134,845.31	53%	5
YOUTH JOB SKILLS INITIATIVE Total				286,000.00	151,154.69		134,845.31		
High Demand Job Training	20HJT	12/31/2021	2020HJT001	31,342.00	60.09		31,281.91	0%	9
HIGH DEMAND JOB TRAINING				31,342.00	60.09		31,281.91		
	HPOG2	9/29/2021	HPOG2	81,698.00	30,980.76		50,717.24	38%	6
ALAMO COLLEGES TOTAL				165,278.00	55,862.68		109,415.32		
SUMMER EARN & LEARN	21VRS	1/31/2022	21VRS	900,000.00	8,354.91		891,645.09	1%	10
SUMMER EARN & LEARN TOTAL				900,000.00	8,354.91		891,645.09		
Skills Development Fund	21SDF	1/31/2022	21SDF	50,000.00	0.00		50,000.00	0%	10
SUMMER EARN & LEARN TOTAL				50,000.00	-		50,000.00		
COVID-19 Response Statewide Funds	20COV	6/30/2021	2020COV001	308,626.00	99,896.85		208,729.15	32%	3
Disaster Recovery Dislocated Worker Grant	20NDW	3/31/2022	2020NDW001	4,859,231.00	979,875.33		3,879,355.67	20%	12
COVID-19 Response Statewide Funds (Skills Developmetn Fund)	20COS	6/30/2021	2020COS002	287,500.00	233,168.61		54,331.39	81%	3
Bexar County CARES	21BEX	12/31/2021		7,802,061.00	2,839,581.12		4,962,479.88	36%	9
City of San Antonio Train for Jobs	21CIT	9/30/2021		13,731,691.26	3,364,250.42		10,367,440.84	24%	6
COVID Grants Total				35,389,489.97	10,656,614.23		24,732,875.74		
				270,207,301.58	170,966,997.32		99,240,304.26		



## MEMORANDUM

To: Executive Committee  
From: Adrian Lopez, CEO  
Presented by: Louis Tatum, CFO  
Date: June 4, 2021  
Regarding: Annual Audit Approval

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

ABIP reports provided:

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

### STAFF RECOMMENDATION:

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

### STRATEGIC OBJECTIVE:

ABIP performed the following activity during their audit:

#### Financial Audit

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



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

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

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

**ATTACHMENTS:**

Financial Statements and Independent Auditor's Report



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

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

## Qualitative Aspects of Accounting Practices

### *Significant Accounting Policies*

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

### *Significant Accounting Estimates*

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

### *Financial Statement Disclosures*

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

## Difficulties Encountered in Performing the Audit

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



## Corrected and Uncorrected Misstatements

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

## Disagreements with Management

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

## Management Representations

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

## Management Consultations with Other Independent Accountants

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

## Other Matters

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

## Other Audit Issues

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

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

Sincerely,

San Antonio, Texas  
June 11, 2021



DRAFT

ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS - ALAMO

FINANCIAL STATEMENTS AND  
FEDERAL AND STATE AWARDS REPORTS

FOR THE YEAR ENDED SEPTEMBER 30, 2020



CLIENT **FOCUSED.** RELATIONSHIP **DRIVEN.**







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September 30, 2020

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## INDEPENDENT AUDITORS' REPORT

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

**Report on the Financial Statements**

We have audited the accompanying financial statements of Alamo Workforce Development, Inc. dba Workforce Solutions – Alamo (the Corporation) (a non-profit organization), which comprise the statement of financial position as of September 30, 2020, and the related statement of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Corporation as of September 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters******Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal and state awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the *State of Texas Single Audit Circular*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 11, 2021, on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control over financial reporting and compliance.

San Antonio, Texas  
June 11, 2021



**FINANCIAL SECTION**







ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO

DRAFT

STATEMENT OF FINANCIAL POSITION

September 30, 2020

ASSETS

CURRENT ASSETS

Cash	\$ 1,459,041
Grants receivable	7,025,365
Account receivable - other	1,213,615
Prepaid expenses and deposits	<u>2,555,960</u>
Total current assets	<u>12,253,981</u>

PROPERTY AND EQUIPMENT

Property and equipment	3,569,590
Less: accumulated depreciation	<u>(2,710,354)</u>
Net property and equipment	<u>859,236</u>

Total assets	<u><u>\$ 13,113,217</u></u>
--------------	-----------------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$ 3,723,458
Accrued liabilities	7,098,885
Deferred revenue	<u>1,077,900</u>
Total current liabilities	<u>11,900,243</u>

Total liabilities	<u>11,900,243</u>
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NET ASSETS

Without donor restrictions	
Undesignated	353,738
Investment in property and equipment, net	<u>859,236</u>
Total net assets	<u>1,212,974</u>

Total liabilities and net assets	<u><u>\$ 13,113,217</u></u>
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The accompanying notes are an integral part of the financial statements.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**STATEMENT OF ACTIVITIES**

**For the year ended September 30, 2020**

	WITHOUT DONOR RESTRICTIONS		
		INVESTMENT IN	
		PROPERTY AND	
	UNDESIGNATED	EQUIPMENT	TOTAL
REVENUE			
Grant contracts	\$ 116,515,506	\$ -	\$ 116,515,506
Program income	2,038,150	-	2,038,150
Service fees	73	-	73
Other income	888	-	888
Total revenue	<u>118,554,617</u>	<u>-</u>	<u>118,554,617</u>
EXPENSES			
Program services	115,779,460	-	115,779,460
Supporting services	<u>2,854,503</u>	<u>-</u>	<u>2,854,503</u>
Total expenses	<u>118,633,963</u>	<u>-</u>	<u>118,633,963</u>
Increase (decrease) in net assets	(79,346)	-	(79,346)
OTHER REVENUES AND (EXPENSES)			
Fixed assets - additions	-	178,222	178,222
Depreciation	-	(237,915)	(237,915)
Loss on disposal of asset	<u>-</u>	<u>(658)</u>	<u>(658)</u>
Change in net assets	(79,346)	(60,351)	(139,697)
NET ASSETS AT BEGINNING OF YEAR	<u>433,084</u>	<u>919,587</u>	<u>1,352,671</u>
NET ASSETS AT END OF YEAR	<u>\$ 353,738</u>	<u>\$ 859,236</u>	<u>\$ 1,212,974</u>

The accompanying notes are an integral part of the financial statements.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**STATEMENT OF FUNCTIONAL EXPENSES**

**For the year ended September 30, 2020**

	PROGRAM SERVICES	SUPPORTING SERVICES	
	ALL PROGRAMS	MANAGEMENT AND GENERAL	TOTAL
EXPENSES			
Salaries and related expenses			
Salaries	\$ 1,404,794	\$ 1,458,043	\$ 2,862,837
Payroll taxes	113,815	112,199	226,014
Employee benefits	<u>261,536</u>	<u>238,735</u>	<u>500,271</u>
Total salaries and related expenses	1,780,145	1,808,977	3,589,122
Advertising	171,756	120,517	292,273
Client services	16,554,521	-	16,554,521
Professional fees	337,313	527,022	864,335
Supplies and equipment	2,285,097	166,137	2,451,234
Facility rental	2,858,089	151,167	3,009,256
Training/support services	5,504,542	-	5,504,542
Child care	84,979,086	-	84,979,086
Travel	32,752	12,020	44,772
Staff development	4,720	4,424	9,144
Communication	391,044	22,011	413,055
Software related	340,578	42,228	382,806
Profit	<u>539,817</u>	<u>-</u>	<u>539,817</u>
Total expenses before depreciation and loss on disposal	115,779,460	2,854,503	118,633,963
Depreciation	237,915	-	237,915
Loss on disposal of asset	<u>658</u>	<u>-</u>	<u>658</u>
Total expenses	<u>\$ 116,018,033</u>	<u>\$ 2,854,503</u>	<u>\$ 118,872,536</u>

The accompanying notes are an integral part of the financial statements.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**STATEMENT OF CASH FLOWS**

**For the year ended September 30, 2020**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in net assets	\$ (139,697)
Adjustments to reconcile change in net assets to cash provided by (used in) operating activities	
Depreciation expense	237,915
Loss on disposal of assets	658
(Increase) decrease in operating assets	
Grants receivable	(234,102)
Other receivables	(649,916)
Prepaid and deposits	(1,914,876)
Increase (decrease) in operating liabilities	
Accounts payable	60,076
Accrued liabilities	3,117,339
Deferred revenue	<u>754,111</u>
Net cash provided by operating activities	<u>1,231,508</u>

**CASH FLOWS FROM INVESTING ACTIVITIES**

Purchase of property and equipment	<u>(178,222)</u>
Net cash used in investing activities	<u>(178,222)</u>

Net increase in cash	1,053,286
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CASH AT BEGINNING OF YEAR	<u>405,755</u>
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CASH AT END OF YEAR	<u><u>\$ 1,459,041</u></u>
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The accompanying notes are an integral part of the financial statements.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies

A summary of the significant accounting policies applied in the preparation of the accompanying financial statements is as follows:

Reporting entity

Alamo Workforce Development, Inc. dba Workforce Solutions – Alamo (the Corporation) is a nonprofit corporation organized to provide guidance, exercise oversight duties, manage workforce development activities, and promote social welfare and other charitable purposes in the Alamo service delivery area comprised of the thirteen (13) counties of Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, McMullen, and Wilson.

The Corporation has been designated a local workforce development board for purposes of planning and implementing employment and training programs. The majority of the Corporation's funding is derived from contracts awarded by the Texas Workforce Commission (TWC), a state agency receiving pass-through funds from the U.S. Department of Labor, U.S. Department of Health and Human Services and the U.S. Department of Agriculture. The following is a description of the programs the Corporation administered during the year.

"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).** Funds come from multiple streams and have different goals, as follows:

- **Child Care Subsidized Direct Funding.** Funds are used to provide child care subsidies:
  - For children formerly receiving general child protective services (CPS) to provide continuity of care for children and stability for the family;
  - For children of parents who are mandated to participate in the TANF/Choices and SNAP E&T programs (see below). Children are referred by Texas Health & Human Services (HHS) and services must be provided to these families (they do not go through the wait list). Available funds are used to serve these families first;
  - To support low-income parents/caregivers so they participate in eligible work activities and/or attend school or training to help them become economically self-sufficient while providing stability for the children through continuity of care. Depending on the availability of funding, children are enrolled on a wait list and the Board has discretion prioritizing enrollment into services.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

- COVID Related Funds
  - Temporary Essential Worker Child Care: Provided essential services, most critically in health care and emergency services, but also across other industry sectors between April-September. Many of these essential workers have children and supporting child care will help ensure this is not a barrier for emergency support services.
  - Stabilization Grants for Providers: TWC offered Child Care Stabilization Grants for CCS providers who met eligibility requirements below for March, April, or May 2020:
    - 1) Remains temporarily closed
    - 2) Had active child care subsidy referrals at the time of closure
    - 3) Has applied for the Small Business Association Paycheck Protection Plan (PPP), if eligible, and was denied, loan payments have ended, or is awaiting determination.
    - 4) Has fixed facility costs, such as rent/mortgage or utilities
    - 5) Plans to reopen within the next 3-months.
  - Enhanced Reimbursement for CCS Providers: CCS providers received a 25% enhanced reimbursement rate March-September. This increased reimbursement rate helped sustain child care providers during the pandemic.
- **Texas Department of Family & Protective Services (DFPS) Child Care.** Funds purchase child care services for children who are deemed eligible (e.g., due to abuse and/or neglect) by DFPS. DFPS refers the children to CCS for services.
- **Child Care Local Match.** Provide subsidized child care to low-income families.
- **Child Care Attendance Automation Service (CCAA).** Funds are used to provide resources to Boards for statewide implementation of a standardized CCAA (e.g., swipe cards) through a managed network service created by TWC's designated vendor.
- **Child Care Quality Improvement Activities (QIA).** Child Care Development funds for initiatives that help promote the quality of child care, including training, professional development, 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.

**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. Goal is to help NCP participants become economically self-sufficient while making consistent child support payments. The project is in collaboration with TWC, the Office of the Attorney General (OAG), WSA, and the Bexar County court system. NCPs are referred by the court system and they will either willingly participate in the project or will be subject to the court orders.

**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.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**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.

**Veterans Services.** Contract with the Texas Veterans Commission (TVC) to provide space, technical and administrative support to TVC staff co-located at WSA Career Centers. TVC provides enhance services to veterans and can only work with veterans. Additional services may be provided using WIOA funds.

**Wagner-Peyser / Employment Services.** 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. The funds cover the salaries of state staff and supplies

**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.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**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.

**Disaster Recovery Dislocated Worker – COVID-19.** 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.

**Skills Development Fund COVID-19 Special Initiative.** Skills Development Funds to respond to industry and workforce training needs. Partner with public community, technical colleges, or community-based organizations to provide customized training in a timely and efficient manner to jobseekers impacted by COVID-19.

**High Demand Job Training (HDJT).** Funds will be used for capacity building to help fill the large number of high skilled job openings In the Information Technology (IT) Industry in the Seguin area for Navarro and Seguin ISDs. The funds will address occupational needs in the IT Industry. The TWC grant funds will be matched with leveraged funds from the Seguin Economic Development Corporation (SEDC)] on a dollar-for-dollar basis.

**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).

**Texas Industry Partnership.** Grant available by TWC to support South Texas Electrical JATC to facilitate the development of a Certified Building Industry Consulting Service International (BICSI) Lab that will allow South Texas Electrical to conduct Information and Communication Technology (ICT) courses for apprentices/students in an Authorize Training Facility (ATF).

**Texas Industry Partnership.** Grant available by TWC to support and increase training capacity in the Aerospace, Aviation & Defense, and the Information and Computer Technology industries. The purpose of this project is to purchase aviation equipment and Information Technology (IT) supplies for the Hallmark University (HU) College of Aeronautics. Equipment and supplies purchased through this Grant Award will be used to train HU college students as well as increase the University’s capacity to better accommodate dual-credit programs for high school students who choose to pursue a career in aviation through the HU College of Aeronautics.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**Train for Jobs San Antonio** is funding from the City of San Antonio's Economic Development Department. These funds are to assist residents and businesses affected by the COVID-19 public health crisis. The program consists of providing workforce upskill opportunities through education and training to residents negatively impacted by job loss due to COVID-19. This program is funded through the City of San Antonio's Workforce Development Recovery Strategy. These efforts are intended to increase residents' chances of employment, as business affected by COVID-19 begin to rehire.

**Bexar County Strong (BCS).** Grant program funded by County of Bexar through Bexar County Commissioners Court. This program targets Bexar County Residents affected by COVID-19 pandemic by helping displaced workers identify available training and educational programs and, employer opportunities to better able these individuals to succeed in finding employment.

**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.

**Hiring, Red, White, and You! Job Fair.** Employment Service (ES) funds to support the annual job fair event (virtual or in person) for Transitioning Service Members, Veterans, Military Spouses, and the Public.

**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 event is for graduates or soon to be graduates of programs in the Construction, Healthcare, and Information Technology field. "Bridging the Gap" event brings you subject matter experts, education training providers, a virtual job fair to young adults ages 18-24. Career Pathways event will take place October 2021. This event is a virtual career exploration event designed to allow high school students to explore in demand occupations and career opportunities in the Alamo Area. This event is for grades 9-12 and will feature live guest speakers in various industries. College and Job readiness workshops will be held. All school districts and teachers are encouraged to attend!

**Texas Veterans Leadership Program.** Utilizes 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.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Reporting entity (continued)

**Excellence In Rural Service Delivery.** Utilize funding to focus on innovative strategies to expand accessibility and services in the most rural and remote areas of the Alamo region.

**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.

**Vocational Rehabilitation – Co-location.** Funding for co-location of Vocational Rehabilitation TWC team members into WSA’s American Job Centers to offer a wide variety of pre-vocational and vocational services for individuals with disabilities.

**Other TWC Grants**

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

**Youth Job Skills.** TWC funding to support boards with the highest number of dropouts and youth UI Claimants. This initiative develops strategies to provide enhanced service delivery to Out-of-School without a secondary school diploma/equivalency, disadvantaged youth, and areas with high poverty rates.

**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.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Basis of accounting

The financial statements of the Corporation have been prepared on the accrual basis of accounting. The accompanying statements of financial position and activities focus on the Corporation as a whole and report the amounts of total assets, liabilities, net assets, and changes in net assets.

The Corporation classifies its financial statements to present two (2) classes of net assets:

- *Net assets without donor restrictions* include those net assets whose use is not restricted by donor-imposed stipulations. Restricted grant proceeds or contributions whose restrictions are met in the same reporting period are reported as revenue without donor restrictions.
- *Net assets with donor restrictions* include net assets subject to donor-imposed restrictions that may or will be satisfied by the actions of the Corporation or the passage of time. The Corporation had no net assets with donor restrictions at September 30, 2020.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Income tax

The Corporation is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The Corporation had no unrelated business income during the year ended September 30, 2020. Accordingly, no provision for income taxes were made in the accompanying financial statements.

Pension plan

The Corporation has adopted an employee retirement plan, which is a money purchase pension plan. It covers all employees who have met certain service requirements.

The Corporation may contribute to the plan. During the fiscal year, the Corporation matched up to 6.0% for employees who elected to participate in the plan. Plan expense for the year ended September 30, 2020 was \$118,688.



**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2020**

(1) Summary of significant accounting policies (continued)

Compensated absences

Employees of the Corporation earn annual leave on a bi-weekly basis. The maximum amount that will be paid upon separation of employment varies based upon years of employment. The Corporation had an accrued liability at September 30, 2020 of \$219,066.

Receivables

The allowance for doubtful accounts is established as losses are estimated to have occurred through a provision for bad debts charged to earnings. Losses are charged against the allowance when management believes the uncollectability of a receivable is confirmed. Subsequent recoveries, if any, are credited to the allowance. The allowance for doubtful accounts is evaluated on a regular basis by management and is based on historical experience and specifically identified questionable receivables. The evaluation is inherently subjective as it requires estimates that are susceptible to significant revision as more information becomes available.

At September 30, 2020, no allowance for future bad debts had been established as it is management's opinion that losses, if incurred, would not materially affect the financial statements.

Grants receivable primarily represent balances due from grantees for funds billed under the terms of the contract. The Corporation does not record an allowance for uncollectibles against the grants receivable because management believes the receivables are considered to be 100% collectible.

Revenue recognition and deferred revenue

Contracts that are entered into by the Corporation are recognized as grant revenue when expenditures are incurred in accordance with the terms of the contract. Amounts received but not yet earned on continuing contracts are recorded as deferred revenue.

In-kind contributions and donated services

Donated services are valued at their estimated fair market value at the time of donation and are included in the statements of activities. During the year ended September 30, 2020, there were none noted to be significant to the financial statements.

Property and equipment

Fixed assets are valued at historical cost or estimated cost if historical cost is not available. Contributed fixed assets are valued at their estimated fair market value at the time of donation. Depreciation of property and equipment is provided over the estimated useful lives of the respective assets using the straight-line method. Expenses for betterments that materially extend the useful life of an asset are capitalized at cost.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(1) Summary of significant accounting policies (continued)

Property and equipment (continued)

The useful lives by type of asset are as follows:

<u>ASSET CLASS</u>	<u>USEFUL LIFE</u>
Information and technology	3- 5 years
Furniture and fixtures	5 years
Leasehold improvements	4-10 years

Title to equipment is vested with the Corporation; however, TWC reserves the right to transfer title or issue disposition instructions for property with a unit cost of \$5,000 or greater.

Cost allocation plan

The Corporation uses an administrative cost pool to allocate administrative costs which cannot be identified by a workforce funding title. These costs are allocated based on some acceptable measure of benefits received. Only actual, not budgeted, unassignable direct costs are pooled and distributed to the various titles. The Corporation has the following cost pools to be used to distribute costs: Bexar County Workforce Center, Rural Workforce Center, Workforce Center Cost Pool Program, and Administrative. Administrative costs which benefit all programs are allocated to each grant using the administrative cost pool. The cost allocation plan is prepared by the Chief Financial Officer (CFO) and submitted to the Executive Director (ED) for approval. The plan may be modified as necessary by the CFO to ensure compliance with the TWC regulations.

The plan is reviewed for modification for addition/deletion of funding sources, significant changes in programs or cost pool expenditures, or other events which could affect the reliability of the cost allocation plan.

Functional allocation of expenses

Certain salaries, employee benefits, and other expenses benefiting programs and administrative activities are allocated on a functional basis in the statements of activities and the schedule of functional expenses.



**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2020**

**(2) Cash and cash equivalents**

The Corporation's funds are required to be deposited and invested under the terms of a depository contract. The depository bank deposit for safekeeping and trust with the Corporation's agent bank approved pledged securities in an amount sufficient to protect the Corporation's funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation (FDIC) Insurance.

The Corporation's cash deposits at September 30, 2020, were entirely covered by FDIC insurance or by pledged collateral held by the Corporation's agent bank. The deposits were collateralized in accordance with Texas law.

For purposes of the statements of cash flows, all highly liquid instruments with a maturity of approximately 90 days or less are considered to be cash equivalents.

**(3) Property and equipment**

Property and equipment held by the Corporation at September 30, 2020, consist of the following:

COST OR BASIS OF PROPERTY				
	BALANCE SEPTEMBER 30, 2019	ADDITIONS	DELETIONS AND RETIREMENTS	BALANCE SEPTEMBER 30, 2020
Information and technology	\$ 974,290	\$ 58,329	\$ 41,888	\$ 990,731
Furniture and fixtures	423,215	46,374	101,640	367,949
Vehicle	22,327	-	-	22,327
Leasehold improvements	<u>3,672,640</u>	<u>73,519</u>	<u>1,557,576</u>	<u>2,188,583</u>
Total	<u>\$ 5,092,472</u>	<u>\$ 178,222</u>	<u>\$ 1,701,104</u>	<u>\$ 3,569,590</u>

ACCUMULATED DEPRECIATION				
	BALANCE SEPTEMBER 30, 2019	ADDITIONS	DELETIONS AND RETIREMENTS	BALANCE SEPTEMBER 30, 2020
Information and technology	\$ 731,601	\$ 90,150	\$ 41,888	\$ 779,863
Furniture and fixtures	250,879	46,805	101,640	196,044
Vehicle	22,327	-	-	22,327
Leasehold improvements	<u>3,168,078</u>	<u>100,960</u>	<u>1,556,918</u>	<u>1,712,120</u>
Total	<u>\$ 4,172,885</u>	<u>\$ 237,915</u>	<u>\$ 1,700,446</u>	<u>\$ 2,710,354</u>

Depreciation expense for the year ended September 30, 2020, amounted to \$237,915.



NOTES TO FINANCIAL STATEMENTS

September 30, 2020

(4) Leases

The Corporation leases office facilities and equipment under operating leases expiring in various years through 2030. Minimum future rental payments under operating leases, which have remaining terms beyond September 30, 2020, are in the aggregate, as follows:

YEAR ENDED SEPTEMBER 30,	AMOUNT
2021	\$ 3,154,895
2022	2,812,717
2023	2,805,095
2024	2,568,061
2025	1,833,676
Thereafter	<u>9,347,123</u>
Total	<u>\$ 22,521,567</u>

The leases have a right of cancellation clause in the event the Corporation does not receive funding. Total operating lease expense for the year ended September 30, 2020, amounted to \$2,702,914.

(5) Concentration of credit risk

Management believes concentrations of credit risk in grants receivable are limited due to contracts with state governmental agencies which management believes are credit-quality. Also, management believes the receivables from these contracts are collectible.

(6) Contingent liabilities

The Corporation receives a majority of its funding from federally assisted, pass-through grants from the U.S. Department of Labor, Health and Human Services, and Agriculture through TWC. Program expenditures are subject to program compliance audits by the grantor. Any liability reimbursement, which may arise as a result of these audits, would require reimbursement from nonfederal sources. It is the position of the Corporation that all costs incurred and charged against these funds for the year ended September 30, 2020, are considered eligible under the terms of the contracts and grants.

The Corporation could potentially be a defendant in legal actions from transactions and activities conducted in the ordinary course of business. Management, after consultation with legal counsel, believes the aggregate liabilities, if any, will not be material to the financial statements.

Risk related to grantor concentration – The Corporation’s funding is concentrated in government grants. If funding were discontinued, it would have a severe impact on operations. Services would be curtailed or discontinued, and uncertainty would exist in continuing operations.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**NOTES TO FINANCIAL STATEMENTS**

**September 30, 2020**

(7) Risk management

The Corporation is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. For all such risks, the Corporation has purchased commercial insurance in varying amounts to mitigate the risk of loss.

(8) Evaluation of subsequent events

Management has evaluated subsequent events through June 11, 2021 the date which the financial statements were available to be issued. No significant subsequent events occurred.



**FEDERAL AND STATE AWARDS SECTION**







INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Alamo Workforce Development, Inc. dba Workforce Solutions – Alamo (the Corporation) (a nonprofit organization), which comprise the statement of financial position as of September 30, 2020, and the related statement of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 11, 2021.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Corporation's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Corporation's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

San Antonio, Texas  
June 11, 2021



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL AND STATE PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE AND THE STATE OF TEXAS SINGLE AUDIT CIRCULAR

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

## **Report on Compliance for Each Major Program**

We have audited Alamo Workforce Development, Inc. dba Workforce Solutions – Alamo's (the Corporation) (a nonprofit organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *State of Texas Single Audit Circular* that could have a direct and material effect on each of the Corporation's major federal and state programs for the year ended September 30, 2020. The Corporation's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal and state awards applicable to its federal and state programs.

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of the Corporation's major federal and state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the *State of Texas Single Audit Circular*. Those standards, the Uniform Guidance, and the *State of Texas Single Audit Circular* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or state program occurred. An audit includes examining, on a test basis, evidence about the Corporation's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and state program. However, our audit does not provide a legal determination of the Corporation's compliance.



***Opinion on Each Major Federal and State Program***

In our opinion, the Corporation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2020.

**Report on Internal Control Over Compliance**

Management of the Corporation is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Corporation's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal or state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal or state program and to test and report on internal control over compliance in accordance with the Uniform Guidance and the *State of Texas Single Audit Circular*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the *State of Texas Single Audit Circular*. Accordingly, this report is not suitable for any other purpose.

San Antonio, Texas  
June 11, 2021



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2020**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>FEDERAL PROGRAMS</u></b>				
<b><u>U.S. Department of Labor</u></b>				
Passed Through Texas Workforce Commission and Texas Veteran's Commission:				
<b>Employment Service Cluster</b>				
Wagner Peyser-Employment Services	17.207	2020WPA001	\$ 154,872	\$ -
RAG - Employment Services	17.207	2020RAG001	9,087	-
Wagner Peyser-Workforce Commission Initiative	17.207	2019WCI000	27,413	27,413
Wagner Peyser-Workforce Commission Initiative	17.207	2020WCI001	3,282	3,282
Wagner Peyser-Employment Services	17.207	2019WPA000	100,137	-
Veteran's Services - DVOP	17.801	VES 20-20	67,693	-
Veteran's Services - LVER	17.804	VES 20-20	203,081	-
<b>Total Employment Service Cluster</b>			<u>565,565</u>	<u>30,695</u>
Trade Adjustment Assistance Training Program	17.245	2020TRA001	207,908	190,070
Trade Adjustment Assistance Training Program	17.245	2019TRA000	11,340	11,340
<b>Total CFDA #17.245</b>			<u>219,248</u>	<u>201,410</u>
<b>WIA/WIOA Cluster</b>				
Externships Teachers	17.258	2019EXT001	34,494	13,565
Adult Services	17.258	2019WOA001	632,383	335,418
Adult Services	17.258	2019WOA001	3,267,610	3,191,711
Adult Services	17.258	2018WOA000	82,386	18,956
Adult Services	17.258	2018WOA000	381,775	-
Military Family Support	17.258	2019WOS001	100,476	98,974
Adult-Workforce Commission Initiatives	17.258	2019WCI000	31,102	19,454
Military Family Support	17.258	2020WOS001	219,939	216,124
Youth Services	17.259	2018WOY000	66,037	-
Youth Services	17.259	2019WOY001	3,947,621	3,037,720
Youth Job Skills Initiative	17.259	2019WOS002	78,710	77,722
Youth Services	17.259	2020WOY001	1,112,233	795,095
Dislocated Services	17.278	2018WOD000	101,097	-
Dislocated Services	17.278	2018WOD000	696,965	376,053
WIOA-Alternative Funding	17.278	2019WAF001	165,308	147,632
Dislocated Services	17.278	2019WOD001	358,133	-
Dislocated Services	17.278	2019WOD001	2,860,584	2,741,073
Rapid Response	17.278	2019WOR001	125,693	86,606
COVID 19 Response	17.278	2020COV001	30,347	20,347
<b>Total WIA/WIOA Cluster</b>			<u>14,292,893</u>	<u>11,176,450</u>
UI-Administration Reemployment Services and Eligibility Assessment	17.225	2020REA001	509,192	330,428
RAG-Temp. Labor Certification-Foreign Workers	17.273	2020RAG001	732	-
WIOA NDW/WIA National Emergency Grants	17.277	2020NDW001	111,971	79,688
H-1B Job Training Grant - Alamo Colleges	17.268	Alamo College HG-30124-17-60-A-48	25,073	25,073
<b>Total U.S. Department of Labor</b>			<u>15,724,674</u>	<u>11,843,744</u>



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2020**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>FEDERAL PROGRAMS (CONTINUED)</u></b>				
<b><u>U.S. Department of Agriculture</u></b>				
Passed Through Texas Workforce Commission:				
SNAP - E&T	10.561	2020SNE001	\$ 1,640,991	\$ 943,581
<b>Total U.S. Department of Agriculture</b>			<u>1,640,991</u>	<u>943,581</u>
<b><u>U.S. Department of Health and Human Services</u></b>				
Passed Through Texas Workforce Commission:				
<b>CCDF Cluster</b>				
Child Care Attendance Automations	93.575	2020CAA001	321,294	-
Child Care Development Funds	93.575	2019CCF000	1,121,975	701,059
Child Care Development Funds	93.575	2020CCF001	51,739,187	50,072,160
Child Care Quality Funds	93.575	2019CCQ000	371,262	320,328
Child Care Quality Funds	93.575	2020CCQ001	1,287,361	1,192,780
Child Care Development Funds - WCI	93.575	2020WCI001	640	640
Child Care Development Funds	93.596	2020CCF001	14,522,382	14,522,382
Child Care Development Funds-Mandatory & Match	93.596	2020CCM001	4,522,760	4,522,760
Child Care Development Funds-Mandatory & Match	93.596	2019CCM000	5,441,788	5,441,788
<b>Total CCDF Cluster</b>			<u>79,328,649</u>	<u>76,773,897</u>
Title XX - Social Services Block Grant	93.667	2020CCF001	175,436	175,436
<b>TANF Cluster</b>				
Temporary Assistance to Needy Families (TANF)	93.558	2019TAF000	687,856	349,891
Temporary Assistance to Needy Families (TANF)	93.558	2020TAF001	4,046,708	2,525,616
Wagner Peyser - Employment Services	93.558	2020WPA001	421,896	-
TANF - WCI	93.558	2019WCI000	9,495	-
TANF - WCI	93.558	2020WCI002	50,355	33,178
TANF - Non Custodial	93.558	2020NCP001	269,279	175,458
TANF - Non Custodial	93.558	2021NCP001	3	3
Board Service Award	93.558	2019PAB001	12,792	-
<b>Total TANF Cluster</b>			<u>5,498,384</u>	<u>3,084,146</u>
Health Profession Opportunity Grant - Alamo College	93.093	90FX0048-04	(29)	(29)
Health Profession Opportunity Grant - Alamo College	93.093	90FX0048-05	66,715	66,448
<b>Total CFDA #93.093</b>			<u>66,686</u>	<u>66,419</u>
<b>Total U.S. Department of Health and Human Services</b>			<u>85,069,155</u>	<u>80,099,898</u>
<b><u>U.S. Department of Treasury</u></b>				
Passed Through Bexar County:				
Coronavirus Relief Fund	21.019	BEXAR-WSA	758,509	460,636
<b>Total U.S. Department of Education</b>			<u>758,509</u>	<u>460,636</u>
<b>TOTAL FEDERAL FUNDS</b>			<u>103,193,329</u>	<u>93,347,859</u>



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2020**

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	EXPENDITURES	PASS-THROUGH EXPENDITURES
<b><u>STATE PROGRAMS</u></b>				
<b><u>Texas Workforce Commission</u></b>				
Passed Through Texas Workforce Commission:				
Child Care Development Funds	NA	2020CCF001	\$ 6,177,798	\$ 6,177,798
Child Care Protective Services	NA	2020CCP001	6,520,909	6,210,390
Child Care Protective Services	NA	2021CCP001	520,609	495,540
Skills Development Fund COVID 19	NA	2020COS002	40,000	40,000
RAG - Employment Services	NA	2020RAG001	2,038	-
SNAP E&T	NA	2020SNE001	245,229	245,229
TANF	NA	2020TAF001	731,418	731,418
TANF - Non Custodial	NA	2020NCP001	164,398	164,398
Veterans Service	NA	VES 19-20	2,062	-
<b>Total Texas Workforce Commission</b>			<u>14,404,461</u>	<u>14,064,773</u>
<b>TOTAL STATE FUNDS</b>			<u>14,404,461</u>	<u>14,064,773</u>
<b>TOTAL FEDERAL AND STATE FUNDS</b>			<u>\$ 117,597,790</u>	<u>\$ 107,412,632</u>



**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**

**For the year ended September 30, 2020**

(1) Basis of presentation

The accompanying schedule of expenditures of federal and state awards (the Schedule) includes federal and state grant activity of the Corporation under programs of the federal and state government for the year ended September 30, 2020. The information in this Schedule is presented in accordance with the requirements of the Uniform Guidance and *State of Texas Single Audit Circular*. Because the Schedule presents only a selected portion of the operations of the Corporation, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Corporation.

Federal and state grant funds are considered to be earned to the extent of expenditures were made under the provisions of the grant and, accordingly, when such funds are received, they are recorded as deferred revenue until earned.

(2) Summary of significant accounting policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and the State of Texas Single Audit Circular, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

Workforce Solutions Alamo elected not to use the 10 percent de minimis indirect cost rate.



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**For the year ended September 30, 2020**

**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

<b>FINANCIAL STATEMENTS</b>			
	Type of auditor’s report issued: <u>Unmodified</u>		
	Internal control over financial reporting: •    Material weakness(es) identified?	___ Yes	_X_ No
	•    Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)?	___ Yes	_X_ None Reported
	Noncompliance material to financial statements noted?	___ Yes	_X_ No

<b>FEDERAL AND STATE AWARDS</b>			
	Internal control over major programs: •    Material weakness(es) identified?	___ Yes	_X_ No
	•    Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)?	___ Yes	_X_ None Reported
	Type of auditor’s report issued on compliance for Major programs: <u>Unmodified</u>		
	Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a) and the <i>State of Texas Single Audit Circular</i> ?	___ Yes	_X_ No

<b>IDENTIFICATION OF MAJOR FEDERAL PROGRAMS</b>			
	CFDA Number(s)	Name of Federal Program or Cluster	
	93.575/93.596	Child Care Development Funds	
	Dollar threshold used to distinguish between Type A and Type B programs:		\$3,000,000
	Auditee qualified as low-risk auditee?	_X_ Yes	___ No



**ALAMO WORKFORCE DEVELOPMENT, INC.  
DBA WORKFORCE SOLUTIONS – ALAMO**

**DRAFT**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**For the year ended September 30, 2020**

SECTION I – SUMMARY OF AUDITOR’S RESULTS (CONTINUED)

<b>IDENTIFICATION OF MAJOR STATE PROGRAMS</b>			
	CFDA Number(s)	Name of State Program or Cluster	
	N/A	Child Care Development Funds	
	Dollar threshold used to distinguish between Type A and Type B programs:		\$432,134
	Auditee qualified as low-risk auditee for State Programs?	<u>  X  </u> Yes	<u>      </u> No

SECTION II – FINANCIAL STATEMENT FINDINGS

None were noted.

SECTION III – FEDERAL AND STATE AWARDS FINDINGS AND QUESTIONED COSTS

None were noted.



**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**For the year ended September 30, 2020**

<u>PROGRAM</u>	<u>CORRECTIVE ACTION PLAN</u>
No prior audit findings	N/A



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## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Director of Contracting and Procurement

**Date:** June 4, 2021

**Subject:** Goodwill Amendment #2

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### Summary:

Workforce Solutions Alamo (“WSA”) and Goodwill Industries of San Antonio – Business Services (“Goodwill”) entered a contract for Call Center Services. These services were in response to the CARES Program for Bexar County and the City of San Antonio. The contract commenced on October 20, 2020 and the value was not to exceed \$100,000.

Amendment 1 was issued to change the contract end date to March 31, 2021 and increase the contract by \$66,000, which increased the contract value to \$166,000 in January 2021. This was due to unforeseen volume of services required.

Amendment 2 was issued to change the contract end date to April 30, 2021 and increase the contract by an additional \$60,000, which increased the contract value to \$226,000 in April 2021. This was due to unforeseen volume of services required.



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## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Procurement & Contracts Director

**Date:** June 4, 2021

**Subject:** Informal Contracts Update

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### Formal Solicitations:

The formal solicitations that are publicly advertised are:

1. Request for Proposal for Executive Coaching and Leadership Training. The selected vendor will provide one-on-one coaching the executive team, trainings to directors and managers, trainings to staff and a culture assessment. Proposals were due May 19<sup>th</sup>.
2. Request for Application for Proposal Evaluators. The three selected candidates will serve as Workforce Solutions Alamo (WSA) independent evaluators for the RFP for Management of CCS. Applications were due May 12<sup>th</sup>.

### Informal Contracts:

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



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

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



# Procurement Update

Latifah Jackson, CTPM, CTCM  
Director of Contracting and Procurement  
6.04.2021





# Formal Solicitations

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



# Informal Contracts

## Job Readiness for SEAL

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

## Return on Investment

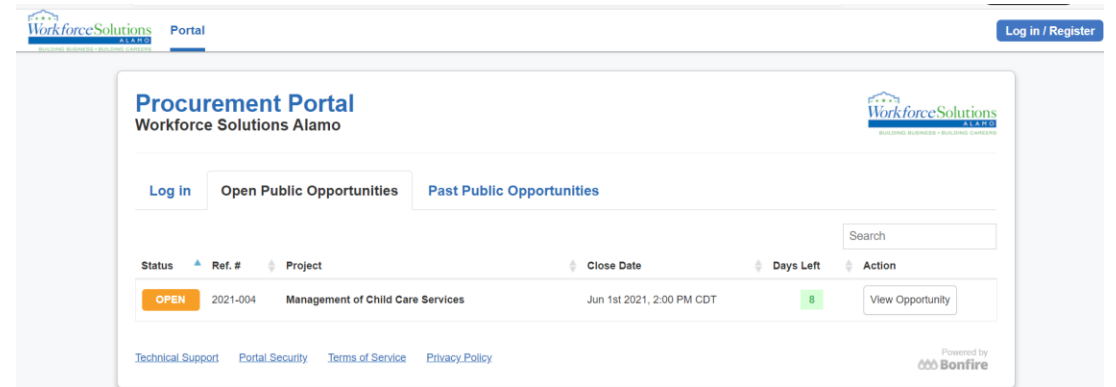
- Economic Modeling, LLC (EMSI)
- Program evaluation
- IT – Andrea Guajardo
- \$20,000





# Bon Fire

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





# Questions





## MEMORANDUM

**To:** Executive Committee

**From:** Mark Milton, WSA COO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** AVANCE Proposal

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**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

June 4, 2021





# AVANCE QCCM Proposal

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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.

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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:

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

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

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Early Childhood Development and Teacher-Child Interactions

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Curriculum and Lesson Planning

---

Applying for Texas Rising Star certification

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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

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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)
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.			
<b>Services Cost Category #1: Staffing</b>			
Implementation	\$50,000	\$55,000	\$90,000
Mileage reimbursement & phone	\$5,000	\$5,000	\$5,000
<b>Total Services Category #1</b>	<b>\$55,000</b>	<b>\$60,000</b>	<b>\$95,000</b>
<b>Services Cost Category #2: Supplies</b>			
Child Assessment Tools	\$3,800	\$3,800	\$7,500
Technology Equipment	\$14,000	\$14,000	\$24,000
<b>Total Services Category #2</b>	<b>\$17,800</b>	<b>\$17,800</b>	<b>\$31,500</b>
Administrative Support	\$7,280	\$7,780	\$12,650
<b>Total</b>	<b>\$80,080</b>	<b>\$85,580</b>	<b>\$139,150</b>





# Questions?





## MEMORANDUM

**To:** Executive Committee

**From:** Mark Milton, C.O.O

**Presented by** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Child Care Performance Update

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**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

June 4, 2021



AmericanJobCenter®



# Summary

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- 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

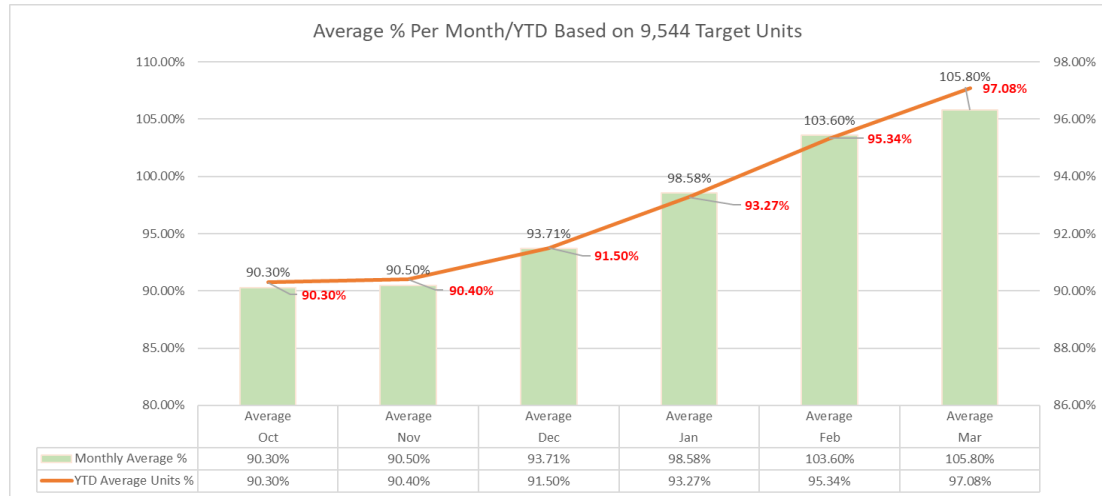
	Oct	Nov	Dec	Jan	Feb	Mar
	Average	Average	Average	Average	Average	Average
Choices	442	378	326	273	220	171
Low Income	7,470	7,580	7,933	8,470	9,028	9,284
Former DFPS	633	607	606	591	568	576
Homeless	74	73	78	74	71	66
Monthly Average Units	8,618	8,637	8,944	9,408	9,888	10,097
Monthly % Average	90.30%	90.50%	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



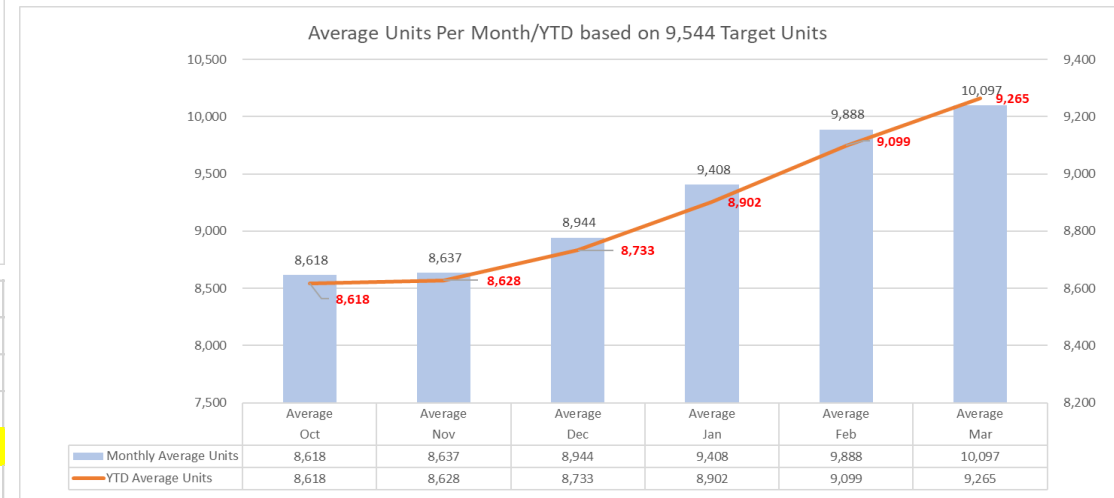


# Average % and Average Units



	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)

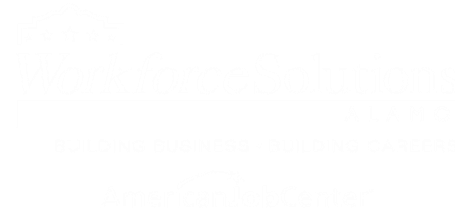
Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation	Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Employers Receiving Workforce Assistance	Average # Children Served Per Day-Combined	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	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%
Permian 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	To			





# 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:** Executive Committee

**From:** Mark Milton, WSA COO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Texas Rising Star (TRS) Certification Briefing

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**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

June 4, 2021





# Technical Issues Causing Delays

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- 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 1<sup>st</sup> 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:

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- 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 ATPCP 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 ATPCP final certification into two certifications:
  - 1) Assessor Certification for historical measures. Staff will continue through the ATPCP 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:** Executive Committee

**From:** Mark Milton, WSA COO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Texas Mutual Grant Briefing

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### 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.



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**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

June 4, 2021





# Initial Eligibility Criterion

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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

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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

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- 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

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- 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:** Executive Committee

**From:** Mark Milton, WSA COO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Rapid Relief: Lay Off Aversion Grant

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### Summary:

During the Executive Committee meeting held on March 19<sup>th</sup>, 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

June 4, 2021



AmericanJobCenter®



# What is it?

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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

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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.

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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.

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

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# Questions?





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## MEMORANDUM

**To:** Executive Committee

**From:** Mark Milton, WSA COO

**Presented by:** Jessica Villarreal, Director of Child Care

**Date:** June 4, 2021

**Subject:** Early Matters Introduction

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**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

June 4, 2021





# EARLY MATTERS Operation Director will:

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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?





## MEMORANDUM

To: Executive Committee

From: Ricardo Ramirez, Director of Quality Assurance

Presented by: Ricardo Ramirez, Director of Quality Assurance

Date: June 4, 2021

Subject: Quality Assurance Briefing

**SUMMARY:** The following serves to brief the WSA Board of Directors regarding Quality Assurance activities, including an updated timeline, progress, and outcomes. The timeline will continue to be adjusted to meet goals and other requirements. We also are in the process of hiring a Fiscal Monitor.

### TWC Monitoring

<i>TWC Monitoring</i>					<i>Actual</i>		
Project	Agency	Days	Start	Finish	Status	Start	End
TAA - Q4-2020	C2 GPS		12/07/20		Submitted Records	12/07/20	
NDW	C2 GPS		01/15/21	03/29/21	Pending Final Report	03/22/21	
Annual Monitoring	ALL				Pending schedule		

### Financial Monitoring

<i>Subcontracted Fiscal Monitoring (\$127,105)</i>					<i>Actual</i>		
Project	Days	Start	Finish		Status	Start	End
SERCO	104	03/15/21	08/05/21		Testing underway	03/05/21	
City of San Antonio	31	07/09/21	08/20/21		Will start after Fiscal Integrity		
C2 Global Prof. Services	31	07/13/21	08/24/21		Will start after Fiscal Integrity		
<i>* Switched C2 GPS to last</i>							
Fiscal Integrity Reviews	Days	Start	Finish		Status	Start	End
SERCO	75	03/15/21	06/25/21		Completing w/Fiscal Monit.	03/15/21	
C2 Global Prof. Services	78	03/18/21	07/05/21		Underway	03/18/21	
City of San Antonio	77	03/19/21	07/05/21		Underway	03/19/21	

Comments: the SERCO Financial Monitoring was initiated and then was extended as we overlapped it with the initiation of the Fiscal Integrity Reviews so that we could have these available for the Audit & Finance Committee meeting scheduled for July 2021. The Fiscal Integrity reviews took priority as they will be used by the Board for contract renewal and contract initiation purposes. We have made sure that the extension has not create an unnecessary burden for SERCO, and for which we are expecting to hold an Exit for their Financial Monitoring this or the following week, pending Fiscal Integrity Review progress.



## Program Monitoring

### *Subcontracted Program Monitoring (\$120,000)*

					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	Completed - excellent results	02/09/21	05/04/21
WIOA Youth Urban*	C2 GPS	45	06/14/21	08/13/21			
WIOA Youth Rural*	SERCO	45	06/14/21	08/13/21			
TANF/Choices	C2 GPS	40	06/29/21	08/23/21			
WIOA Adult	C2 GPS	40	07/07/21	08/31/21	* Switched to continue with Youth as records are all electronic		
WIOA Dislocated Wrkr	C2 GPS	40	07/07/21	08/31/21			

### *Internal Program Monitoring*

					Actual		
Project	Agency	Days	Start	Finish	Status	Start	End
TAA	C2 GPS	48	12/07/20	02/10/21	High accuracy rates	12/08/20	02/10/21
NDW (1st Phase)	C2 GPS	11	01/20/21	02/03/21	Phase 1 complete	01/20/21	02/03/21
NCP (1st Phase 2020)	C2 GPS	35	02/04/21	03/24/21	Complete - two recommendations	02/04/21	03/31/21
SNAP E&T	C2 GPS	73	03/05/21	06/15/21	Requested Additional Files	03/03/21	
Child Care QIA	C2 GPS	11	05/13/21	05/27/21	Testing in Progress	05/13/21	
Voc. Rehab. SEAL	C2/SERCO	29	05/25/21	07/02/21			
Externship for Teachers	Partnership	30	06/11/21	07/22/21			
NCP (2nd Phase, 2021)	C2 GPS	34	06/14/21	07/29/21			
NDW (2nd Phase)	C2 GPS	29	06/21/21	07/29/21			
PII Reviews	ALL	10	07/13/21	07/26/21			
Equal Opportunity	ALL	10	07/27/21	08/09/21			

**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 for WSA, automate and streamline systems, incorporate additional audits to minimize subcontracted costs, complete 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

June 4, 2021







# Summary

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



# Overview

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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 and services as operated by subrecipients and contractors.

To continue building capacity in key areas, QA is currently in the process of hiring a Fiscal Monitor II.

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 GPS	12/07/20		Submitted records	12/07/20	
NDW	C2 GPS	1/15/21	3/29/21	Submitted records	3/22/21	
Annual Monitoring	ALL			Pending schedule		





# Contracted Fiscal Monitoring

Planned				Actual		
Project	Days	Start	Finish	Status	Start	End
SERCO	104*	3/05/21	8/05/21	Testing underway	3/05/21	
City of San Antonio	31	7/09/21	8/20/21	Start after Fiscal Integrity		
C2 GPS	31	7/13/21	8/24/21			

*\* Note: SERCO's Financial Monitoring was extended to incorporate the Fiscal Integrity Reviews which took priority, and which will be presented in the Audit & Finance Committee in July. We have made sure that the extension has not created an unnecessary burden on SERCO while also ensuring we provide the Fiscal Integrity Reviews to the Board and which will be needed for contract renewal and contract initiation purposes.*

Fiscal Integrity Reviews				Status	Start	End
SERCO	75	3/15/21	6/25/21	Completing w/ Fiscal Monitoring	3/15/21	
C2 GPS	78	3/18/21	7/05/21	Underway	3/18/21	
City of SA	77	3/19/21	7/05/21	Underway	3/19/21	





# 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	2/09/21	4/26/21	Completed – excellent results	2/09/21	5/04/21
WIOA Youth Urban	C2 GPS	45	6/14/21	8/13/21			
WIOA Youth Rural	SERCO	45	6/14/21	8/13/21			
TANF/Choices	C2 GPS	40	6/29/21	8/23/21			
WIOA Adult	C2 GPS	40	7/07/21	8/31/21			
WIOA Dis. Worker	C2 GPS	40	7/07/21	8/31/21			





# Internal Program Monitoring

Planned					Actual		
Project	Agency	Days	Start	Finish	Status	Start	End
Trade Adj. Assistance	C2 GPS	48	12/07/20	2/10/21	High accuracy rates	12/08/20	2/10/21
NDW (1 <sup>st</sup> Phase)	C2 GPS	11	1/20/21	2/03/21	Phase 1 complete	1/20/21	2/03/21
NCP (1 <sup>st</sup> Phase)	C2 GPS	35	2/04/21	3/24/21	Complete – two recommendations	2/04/21	3/31/21
SNAP E&T	C2 GPS	73	3/05/21	6/15/21	Requested additional files	3/05/21	
Child Care QIA	C2 GPS	11	5/13/21	5/27/21	Testing in progress		
Voc. Rehab. SEAL	C2 GPS/ SERCO	29	5/25/21	7/02/21			
Externship for Teachers	Partnership	30	6/11/21	7/22/21			
NCP (2 <sup>nd</sup> Phase)	C2 GPS	34	6/14/21	7/29/21			
NDW (2 <sup>nd</sup> Phase)	C2 GPS	29	6/21/21	7/29/21			
PII Reviews	ALL	10	7/13/21	7/26/21			
Equal Opportunity	ALL	10	7/27/21	8/09/21			





**Questions?**



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Mark Milton, Chief Operating Officer

**Date:** June 4, 2021

**Subject:** Briefing Regarding Programs & Performance Report

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**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 14/15 TWC-contracted performance measures. Plans are in place to improve WIOA DW Post Qtr. Earnings.
- 2) **Special Grants & Other Initiatives:**
  - 90% of staff are back in facilities full time. 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 are not accepting new enrollees into either program at this point until the pipeline of clients ins cleared.**
  - WSA is pursuing two new Skills Development Grants – Boeing and Lonestar National Bank at approximately \$500,000 total to train and upskill workers in these populations. JET grants with 3 ISD's have been executed.
  - WSA conducted 6 significant hiring events in spring with over 500 job seekers attending in total.
- 3) We are working closely with C2 to develop and formalize the sector based model and have developed a new scorecard for tracking performance.



4) Childcare enrollments are exceeding goal at 97% (up from 93% last reporting period).

5) **Special Grants and Initiatives**

WSA is currently managing 20 grants or special programs outside of the traditional TWC formula funding streams.

**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









6/04/21

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# Operational Updates

Item	Description	On target
1	Majority of staff are back in facility full time. Staff are also utilizing a hybrid model of teleworking and providing assistance virtually where possible. Gov. Abbot's recent announcement on UI will impact traffic in centers.	
2	Bexar County and COSA projects are in final phases. 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 97% for children served (goal is 95%) and are on track for the month.	
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 <b>20 different grants</b> and special programs funded by either TWC or Local partners.	
8	TANF Expenditure rates are lower than the initial projections for this month in the performance period. TWC is not requiring clients to search for work and fewer employment activities are being conducted. Plan is in place to improve spend and staff are meeting weekly to discuss strategies.	



# COSA – Train for Jobs SA

Date: 05/13/21		reports are due on the								
Agency: Workforce Solutions Alamo										
		Pgm.	JAN	FEB	MAR	APR	MAY	Pgm	YTD	YTD
		Total						Total	Actual	% Ach
Intake & Assessment	PROJECTED	575	300	140	140	140	140	1,848	894	
	<b>ACTUAL</b>	<b>680</b>	<b>118</b>	<b>138</b>	<b>133</b>	<b>92</b>	<b>22</b>		<b>1183</b>	<b>132%</b>
Case Management	PROJECTED	242	110	113	145	144	140	1,451	894	
	<b>ACTUAL</b>	<b>680</b>	<b>118</b>	<b>138</b>	<b>133</b>	<b>92</b>	<b>3</b>		<b>1183</b>	<b>132%</b>
Short Term Training	PROJECTED	140	100	100	40	40	40	600	460	
	<b>ACTUAL</b>	<b>192</b>	<b>20</b>	<b>33</b>	<b>21</b>	<b>38</b>	<b>30</b>		<b>334</b>	<b>73%</b>
Long Term Training	PROJECTED	15	10	10	100	100	60	500	295	
	<b>ACTUAL</b>	<b>171</b>	<b>24</b>	<b>44</b>	<b>28</b>	<b>26</b>	<b>30</b>		<b>323</b>	<b>109%</b>
Administer Stipends	PROJECTED	107	70	70	70	70	70	802	457	
	<b>ACTUAL</b>	<b>156</b>	<b>39</b>	<b>72</b>	<b>41</b>	<b>50</b>	<b>180</b>		<b>538</b>	<b>118%</b>
ify Small Business for OJT Place	PROJECTED	153	0	0	0	0	0	153	153	
	<b>ACTUAL</b>	<b>51</b>	<b>40</b>	<b>30</b>	<b>10</b>	<b>0</b>	<b>0</b>		<b>131</b>	<b>86%</b>
Place Participants in OJT	PROJECTED	20	0	3	10	10	10	45	45	
	<b>ACTUAL</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>4</b>	<b>0</b>		<b>16</b>	<b>36%</b>
Place Participants in Jobs	PROJECTED	0	0	20	20	30	40	660	110	
	<b>ACTUAL</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>26</b>	<b>5</b>		<b>48</b>	<b>44%</b>

- WSA and COSA are negotiating the amount of funding needed per line item to ensure successful completion of program. WSA will NOT utilize all funding for stipends and has asked the COSA to invest more funding into their resident's long term training goals.
- Short and Long term training goals have been adjusted from original projections.
- Placements are expected to occur over summer and beyond as more students complete their training.



# Bexar County Strong Metrics

		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	Mar	Apr	Pgm	YTD
											Total	% Ach
Screened	PROJECTED	500	800	800	800	400	400	200	0	0	3,900	
	ACTUAL	893	1025	975	103	503	250	182	95	95	3931	101%
Job Readiness/Case Mgmt	PROJECTED	150	200	200	150	50	50	30	0	0	830	
	ACTUAL	171	203	133	20	80	21	115	124	0	867	104%
Training	PROJECTED	0	60	70	60	20	30	20	40	40	340	
	ACTUAL	0	63	107	75	24	28	35	75	55	462	136%
Completed Training	PROJECTED	0	0	10	33	40	30	18	50	50	231	
	ACTUAL	0	0	9	73	48	38	40	39	25	272	118%
Place Participants in OJT	PROJECTED	0	20	40	30	40	50	50	0	0	230	
	ACTUAL	0	0	16	0	0	4	3	0	0	23	10%
Place Participants in Jobs	PROJECTED	0	0	10	10	10	10	10	10	20	80	
	ACTUAL	0	0	11	6	16	5	10	32	17	97	121%
Referred to Case Administrator	PROJECTED	50	50	50	50	50	50	50	50	50	450	
	ACTUAL	0	10	12	21	10	9	6	200	200	468	104%

- OJT has been a gap for WSA - Trending well under target
- Individuals enrolling and completing training remains well ahead of goal.
- WSA has referred over 400 clients to project Quest.
- Expenditure rates are well ahead of projections.
- Beginning March 1<sup>st</sup>, we will be focusing on no new participants and clearing our pipeline, training completion and job placement.



# Highlighted Special Grants and Projects

Grant/Initiative	Description	Funding
*JET Grant	WSA is working with Boerne ISD CTE program to secure funding to purchase IT equipment to train 100+ HS students annually in Security Analysts, CISCO, and CompTIA	\$101,000+
JET Grant	WSA is working with Ingram ISD CTE program to secure funding to purchase equipment to train 80+ HS students annually in Welding and related occupations.	\$91,000
JET Grant	WSA is working with Southside ISD CTE program to secure funding to purchase equipment to train 100+ HS students annually in Welding and related occupations.	\$83,000
Skills Development Grant	Lonestar National Bank – in partnership with Cameron County and Lower Rio WF Boards, WSA is working with TWC to secure funding to train approximately 100 employees in banking/finance positions with the Lonestar National Bank.	\$200,000
Skills Development Grant	WSA is working with Boeing on a potential SDF grant to train workers in aircraft repair and maintenance positions.	Pending

\*JET Grant – Jobs and Education for Texans

WSA works with graduates to place the students upon completion of the programs.



# Success Story Spotlight

“Mark”



## WIOA Adult:

- 23 Years experience in a non growth occupation;
- Completed Pre-employment Skills Training;
- Obtained CDL with WIOA funding;
- Gained employment as a truck driver

“Nakiera”



## TANF/Choices:

- Unemployed upon entry into WSA;
- Obtained financial resources and supportive services;
- Obtained Child Care for her 3 kids;
- Attended JRT and Work Experience;
- Got a FT job w/Wal-Mart w/benefits

“Martha”




## WIOA Dislocated Worker

- Laid off from previous job of 5 years;
- Utilized WIOA to help with skills upgrading and support services;
- Attended training for Certified Business Accounting Specialist;
- Completed successfully with honors!




# RECENT EVENTS

A proud partner of the AmericanJobCenter® network



Workforce Solutions Alamo brings you  
**BRIDGING THE GAP**



TO CONSTRUCTION, HEALTHCARE, AND IT

This event is for graduates or soon to be graduates of programs in Construction, Healthcare, Information Technology or any field.  
*This event features subject matter experts, live speakers and a virtual job fair!*

**Saturday, May 22, 2021 from 10 AM - 2 PM**

Virtual Event for ages 18-24 in Construction, Healthcare, & IT

YES! Workforce Solutions ALAMO AmericanJobCenter THE BEST 985

Workforce Solutions Alamo is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Please request reasonable accommodations at least 48 hours in advance. Texas Relay Numbers: 1-800-735-2689 (TDD) or 1-800-735-2688 (Voice) or 711.

## PNC Bank Hiring Event East Houston Career Center



Employer: PNC Bank | Hiring for 100 Customer Care Center Representatives

May 19, 2021 from 9 AM - 12 PM and 1 PM - 3 PM | 4535 East Houston Street, San Antonio, TX 78220

## NEW BRAUNFELS FOOD BANK IN PERSON JOB FAIR



Multiple High Paying Industries | Potential Onsite Interviews

## Summer Earn And Learn

Employers  
Wanted!

### BUSINESS IMPACT:

- Would you like your business to make a positive impact?
- Would you like to provide Work Experience and On The Job Training to students with disabilities?
- Summer talent is provided to your business with the possibility of continued employment.
- Be an employer that equips and empowers inclusivity.

### MORE ABOUT SEAL:

- SEAL exposes students to professional opportunities through a paid short term program (5 weeks and up.)
- Wages and Workers Compensation are paid directly to participants by Workforce Solutions Alamo.

*Have your business join this Statewide Initiative!*

### LEARN MORE!

Atascosa, Bandera, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, McMullen, Medina and Wilson County Employers please call **(210) 954-8933**.  
Bexar County Employers please call **(210) 784-8595**.

[www.WorkforceSolutionsAlamo.org/SEAL](http://www.WorkforceSolutionsAlamo.org/SEAL)



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# Child Care Overview

## BCY21 CHILD CARE PERFORMANCE MEASURES: MARCH 2021

### Performance

Timeframe	# of Units	BCY21 Target	% Attainment	Status
Year to Date (YTD) Average Kids Per Day (10/01/20 - 09/30/21)	9,280	9,544	97.23%	<b>MP</b>

Month	Goal	Actual YTD Units	Percent of Goal	Monthly Bexar CCDF Investment	Monthly Rural CCDF Investment
October	9,544	8,660	90.74%	\$ 3,551,940.83	\$ 902,215.59
November	9,544	8,673	90.87%	\$ 3,416,064.10	\$ 830,470.53
December	9,544	8,776	91.95%	\$ 3,958,769.89	\$ 930,785.50
January	9,544	8,918	93.44%	\$ 3,785,766.11	\$ 879,185.72
February	9,544	9,100	95.35%	\$ 3,777,142.28	\$ 863,787.08
March	9,544	9,280	97.23%	\$ 4,446,978.08	\$ 1,027,133.49
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%		
<b>Totals:</b>				\$ 22,936,661.29	\$ 5,433,577.91

#### Performance Status Methodology

The Measure Status Methodology for BCY 21 will use YTD numbers to calculate performance.

MP = 95%-105%

+P = 105% or above

-P = <94.99

### MARCH 2021

Texas Rising Star Providers	137
Texas School Ready Providers	44
Waitlist	2,332

# of TRS providers informational only, no longer performance meas

- Average Children Served Per Day – 95% is Goal (9,544 children) – At the end of March, WSA is at 97% (8,800 children)
- WSA has increased from 93% to 97% from Feb. to March.
- WSA is currently ranked in the top 4 of state performers.



# Performance Update

## AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

**FINAL RELEASE**

As Originally Published 4/16/2021

**FEBRUARY 2021 REPORT**

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

Board	WIOA Outcome Measures														
	Adult					DW					Youth				
	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
Alamo	92.85%	109.86%	97.41%	106.83%	98.69%	80.26%	111.95%	116.97%	110.58%	109.39%	90.56%	113.12%	92.10%	128.77%	172.50%

- Currently tracking our DW Employment Measure – Staff are following up with clients to determine reasons for ending employment.
- We did see individuals in this program lose their job or become furloughed as a result of the pandemic.
- Youth performance has improved from red to yellow in current metrics!!!



# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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Alamo	92.85%	109.86%	97.41%	106.83%	98.69%	80.26%	111.95%	116.97%	110.58%	109.39%	90.56%	113.12%	92.10%	128.77%	172.50%
Borderplex	97.14%	120.79%	142.51%	109.02%	79.54%	110.75%	96.80%	115.91%	106.41%	126.54%	79.29%	98.26%	96.79%	69.31%	86.65%
Brazos Valley	101.17%	89.25%	98.92%	55.66%	101.97%	79.03%	81.24%	118.32%	123.00%	94.29%	100.41%	132.87%	100.79%	205.23%	164.47%
Cameron	93.20%	108.61%	106.92%	106.05%	106.31%	97.02%	106.81%	109.38%	113.50%	208.53%	97.98%	110.11%	135.70%	160.45%	180.07%
Capital Area	109.60%	112.73%	175.05%	113.42%	152.82%	92.04%	104.66%	153.24%	87.62%	109.01%	88.54%	122.59%	127.33%	135.36%	142.69%
Central Texas	101.05%	116.56%	182.71%	112.09%	53.24%	88.34%	112.06%	116.31%	96.62%	41.90%	92.97%	124.27%	63.12%	106.72%	38.13%
Coastal Bend	101.24%	109.08%	131.20%	71.71%	59.83%	107.21%	100.52%	115.45%	42.86%	24.08%	96.35%	122.59%	90.98%	56.49%	48.00%
Concho Valley	94.49%	107.44%	110.26%	94.65%	109.17%	81.59%	122.10%	169.92%	102.86%	136.12%	91.15%	126.38%	155.72%	87.72%	333.50%
Dallas	90.87%	98.70%	115.10%	95.88%	113.28%	91.95%	106.75%	107.20%	106.39%	114.69%	96.40%	115.05%	84.58%	157.14%	109.09%
Deep East	116.96%	88.77%	99.39%	116.42%	96.13%	83.67%	100.93%	101.86%	89.42%	66.45%	109.78%	121.17%	105.49%	176.30%	72.80%
East Texas	79.61%	103.51%	81.78%	95.44%	38.59%	86.37%	88.40%	64.24%	94.29%	41.11%	98.18%	105.58%	110.14%	150.53%	318.00%
Golden Crescent	119.15%	120.03%	114.61%	117.89%	89.56%	101.19%	106.05%	89.95%	133.71%	108.78%	81.38%	106.10%	149.17%	n/a	200.00%
Gulf Coast	99.28%	105.27%	82.56%	88.53%	80.35%	95.10%	96.13%	104.95%	90.71%	102.04%	89.88%	113.90%	97.01%	121.70%	201.26%
Heart of Texas	101.05%	97.78%	122.25%	0.00%	90.67%	95.24%	121.80%	145.46%	71.43%	89.39%	88.04%	114.29%	96.61%	93.81%	69.71%
Lower Rio	102.53%	104.58%	95.30%	102.30%	137.48%	99.87%	110.33%	143.43%	94.72%	70.69%	97.73%	102.39%	97.44%	70.18%	68.50%
Middle Rio	117.65%	105.96%	114.64%	108.07%	60.88%	93.24%	110.72%	84.47%	120.29%	204.08%	100.13%	126.38%	100.21%	n/a	60.85%
North Central	99.42%	103.81%	118.65%	110.86%	79.04%	91.50%	96.84%	119.19%	107.44%	83.06%	105.12%	116.38%	115.55%	107.53%	165.47%
North East	113.33%	121.12%	100.68%	60.46%	138.20%	106.17%	108.86%	105.41%	125.00%	140.00%	122.79%	127.09%	132.30%	126.43%	166.80%
North Texas	114.38%	86.96%	37.47%	120.92%	113.15%	0.00%	80.11%	n/a	142.86%	77.35%	121.53%	95.29%	123.29%	162.07%	160.00%
Panhandle	100.00%	105.99%	116.93%	110.40%	92.94%	121.80%	121.80%	84.30%	114.29%	107.50%	94.27%	119.69%	183.25%	126.40%	105.48%
Permian Basin	100.29%	95.90%	128.93%	100.92%	82.97%	81.59%	103.20%	145.52%	86.85%	67.96%	70.18%	138.70%	170.14%	350.88%	187.50%
Rural Capital	99.35%	106.89%	120.18%	115.72%	86.43%	100.13%	102.06%	88.32%	101.60%	117.96%	97.66%	124.83%	151.73%	137.12%	97.49%
South Plains	93.04%	109.65%	135.41%	114.06%	86.51%	69.93%	121.80%	165.91%	114.29%	81.57%	90.76%	123.30%	168.83%	137.12%	84.80%
South Texas	89.91%	91.26%	116.57%	116.45%	121.59%	124.07%	133.51%	90.95%	114.29%	89.07%	92.06%	125.52%	123.68%	121.56%	115.74%
Southeast	110.61%	100.27%	107.25%	145.57%	89.96%	102.04%	101.55%	136.82%	114.29%	65.31%	97.37%	102.66%	69.69%	206.32%	77.00%
Tarrant	99.86%	110.25%	125.97%	100.28%	73.23%	103.95%	97.41%	109.49%	102.23%	93.67%	103.83%	114.81%	73.24%	199.65%	222.00%
Texoma	113.46%	118.77%	134.02%	108.44%	95.68%	n/a	60.90%	n/a	114.29%	75.37%	83.31%	118.86%	124.62%	114.24%	83.11%
West Central	99.09%	114.79%	176.40%	117.58%	75.98%	116.55%	93.67%	137.96%	76.23%	52.37%	115.88%	125.04%	121.50%	n/a	0.00%
+P	7	8	18	12	6	4	9	14	12	7	3	22	15	18	14
MP	19	17	7	11	8	14	15	7	10	7	18	6	9	3	3
-P	2	3	3	5	14	9	4	5	6	14	7	0	4	4	11
% MP & +P	93%	89%	89%	82%	50%	67%	86%	81%	79%	50%	75%	100%	86%	84%	61%
From	7/19	1/19	7/19	1/19	7/20	7/19	1/19	7/19	1/19	7/20	7/19	1/19	7/19	1/19	7/20
To	12/19	6/19	12/19	6/19	2/21	12/19	6/19	12/19	6/19	2/21	12/19	6/19	12/19	6/19	2/21



# Sector Based Model Metrics

Occupational Sectors	Client Flow	Number Enrolled in Training	Completed Training	Training Completion Rate	Sector Jobs Created by BSR	Total Placed In Sector Occupation	Placement Percentage	Jobs Created to Fill Rate
 <b>Healthcare</b>	WIOA	60	40	67%	1200	33	83%	3%
	TANF	10	8	80%		5	63%	0%
	City/County	218	90	41%		110	122%	9%
	Special Grants	80	55	69%		40	73%	3%
	General Population	500	500	100%		375	75%	31%
	Total	868	693	80%		563	81%	47%
 <b>Information Tech</b>	WIOA	30	20	67%	300	10	50%	3%
	TANF	10	6	60%		5	83%	2%
	City/County	174	90	52%		44	49%	15%
	Special Grants	80	60	75%		40	67%	13%
	General Population	100	100	100%		80	80%	27%
	Total	394	276	70%		179	65%	60%
 <b>Manufacturing</b>	WIOA	60	40	67%	300	30	75%	10%
	TANF	10	8	80%		5	63%	2%
	City/County	90	66	73%		70	106%	23%
	Special Grants	80	60	75%		40	67%	13%
	General Population	100	100	100%		80	80%	27%
	Total	340	274	81%		225	82%	75%
 <b>Construction &amp; Trades</b>	WIOA	60	40	67%	300	30	75%	10%
	TANF	10	8	80%		5	63%	2%
	City/County	200	150	75%		125	83%	42%
	Special Grants	80	60	75%		40	67%	13%
	General Population	100	100	100%		55	55%	18%
	Total	450	358	80%		255	71%	153 85%





# Questions?

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**COO**

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**210-272-3250 Office**





## **MONTHLY PERFORMANCE & SERVICES REPORTS**

**May 2021**



## **WORKFORCE PROGRAM REPORTS**



## Workforce Solutions Alamo Performance Update

### 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

**FINAL RELEASE**

As Originally Published 4/16/2021

**FEBRUARY 2021 REPORT**

#### WIOA Outcome Measures

Adult					DW					Youth				
Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
92.85%	109.86%	97.41%	106.83%	98.69%	80.26%	111.95%	116.97%	110.58%	109.39%	90.56%	113.12%	92.10%	128.77%	172.50%

WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation	Total Measures		
C&T Participants								
Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate	Claimant ReEmployment within 10 Weeks	Employers Receiving Workforce Assistance	Average # Children Served Per Day-Combined	+P	MP	-P
99.88%	101.36%	99.12%	n/a	113.63%	95.35%	7	12	1

WSA is currently meeting or exceeding performance targets for all TWC contracted measures except for WIOA Dislocated Worker Employed Q2 Post-Exit.

#### EXCEPTION:

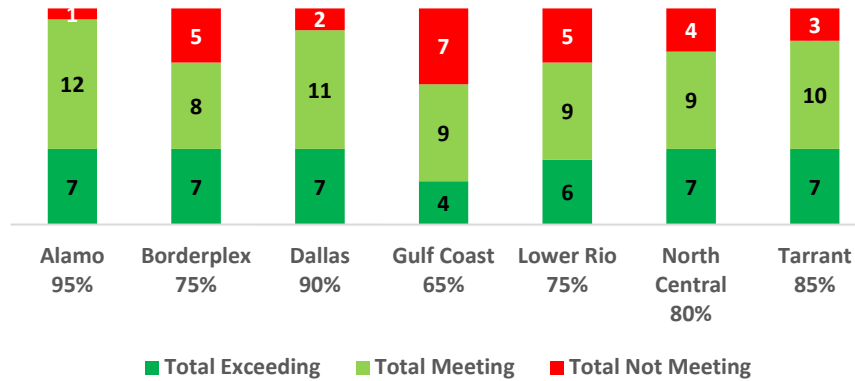
We are tracking the DW Employment Measure - staff are reviewing all exiters for Q2 for supplemental wages or unreported employment and use the Work Number to get employment information versus unanswered customer calls.



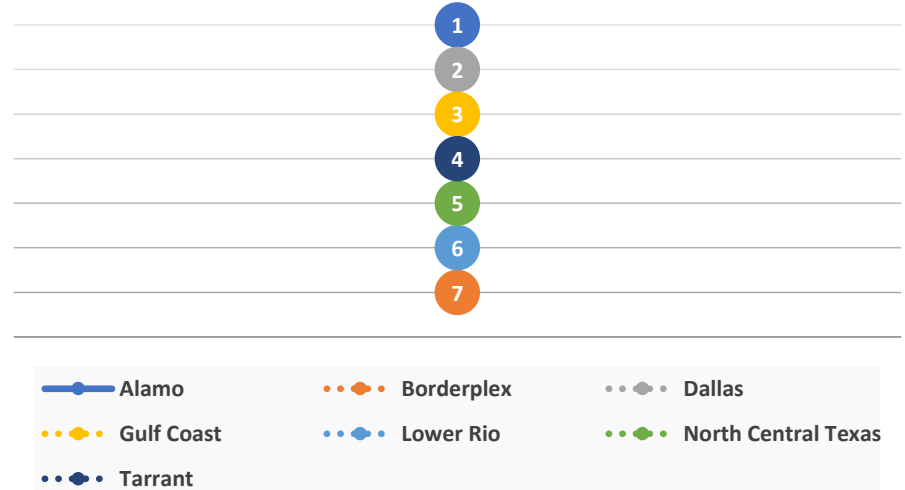


## MPR Board Comparison Report (YTD) release date 04/16/2021- Ranks

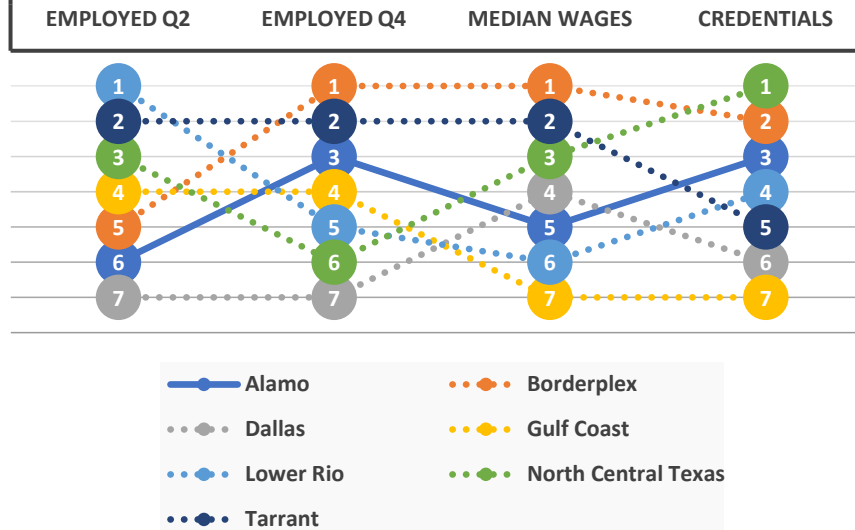
### Performance Measure Totals Large Board Cohort



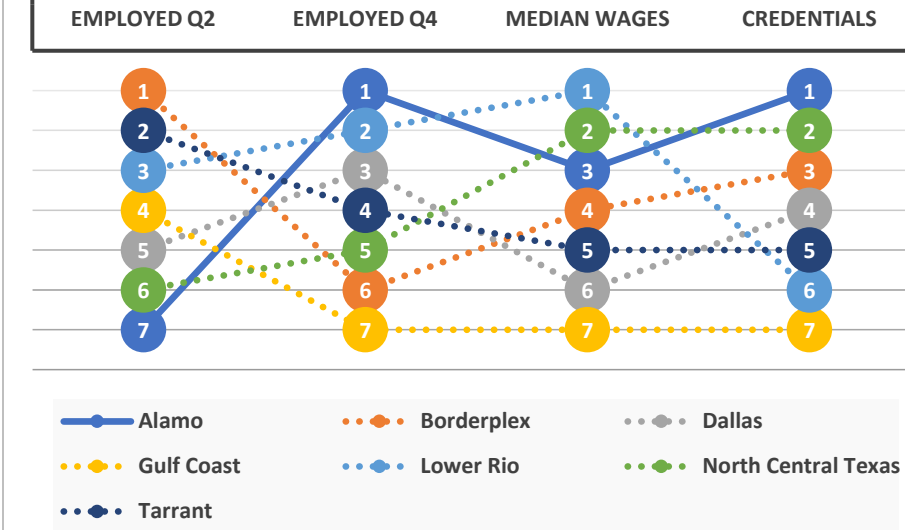
### CHILDREN SERVED



### WIOA ADULT RANKINGS



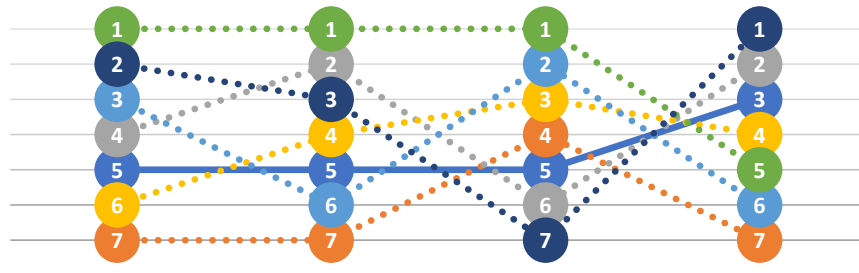
### WIOA DW RANKINGS





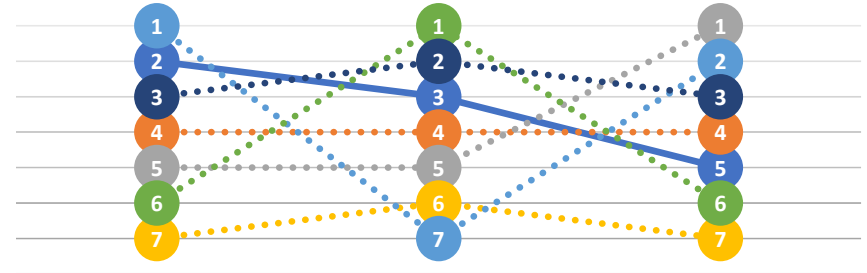
### WIOA YOUTH RANKINGS

EMP/ENROLLED Q2   EMP/ENROLLED Q4   MEDIAN WAGES   CREDENTIALS



### WIOA C&T RANKINGS

EMP/ENROLLED Q2   EMP/ENROLLED Q4   CREDENTIALS





## PARTICIPANTS ENROLLED IN WORKFORCE PROGRAMS

**3,346**

### UNITS OF SERVICE AT ALL JOB CENTERS

**15,121**

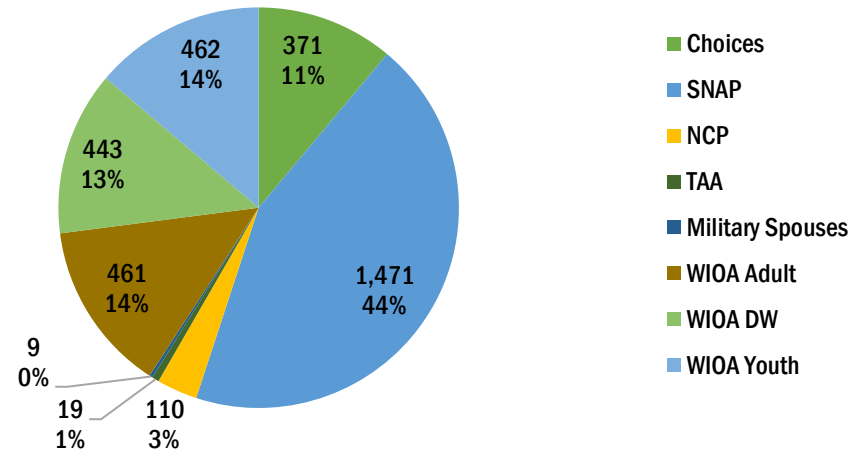
(OCT 2020 - APR 2021)

Provided to all job seekers and universal customers (those not enrolled in a program)

## Training Report

529 program participants enrolled in Training Services (Occupational Vocational Training/Non-TWC Funded Training) during the months of October 2020 - April 2021, of which Health Care Occupations account for the greatest number of students. A total of 156 have graduated and obtained their industry recognized credential.

## The SNAP Program Makes Up 44% of Enrollments



Top 10 Training Occupations	Students
Heavy and Tractor-Trailer Truck Drivers	79
Medical Assistants	71
Medical Records and Health Information Technicians	43
Dental Assistants	34
Computer User Support Specialists	33
Licensed Practical and Licensed Vocational Nurses	32
Web Developers	27
Computer Support Specialists	21
Registered Nurses	18
Bookkeeping, Accounting, and Auditing Clerks	14

Commercial Driver's Licenses ranks as the top credential for graduates.	
Occupation	Graduates
Heavy and Tractor-Trailer Truck Drivers	34
Dental Assistants	24
Medical Assistants	23
Computer User Support Specialists	12
Medical Records and Health Information Technicians	10
Computer Support Specialists	7
Registered Nurses	5
Web Developers	5
Bookkeeping, Accounting, and Auditing Clerks	4
Licensed Practical and Licensed Vocational Nurses	3



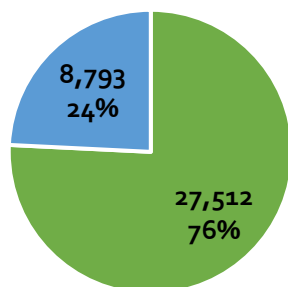
On Average, 252 visit one of our Workforce Centers.



## GUESTS AT ALL JOB CENTERS

**36,305**

(OCT 2020 - APR 2021)



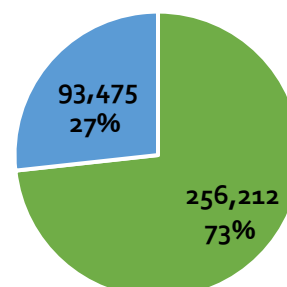
■ Urban ■ Rural

## VIRTUAL GUESTS AT ALL JOB CENTERS

**349,687\***

(OCT 2020 - MAR 2021)

\*Number of phone calls and emails sent/received by staff working remotely.



■ Urban ■ Rural

With over 6k visitors annually, our Datapoint Workforce Center has welcomed the greatest number of guests.

October 2020-March 2021			
Center	Inbound Contacts	Outbound Contacts	Visitors
E Houston	2,552	8,226	4,426
Datapoint	6,077	15,067	5,646
Marbach	2,792	37,772	6,668
Sth Flores	5,399	92,999	5,787
Walzem	4,640	80,688	4,985
<b>Urban</b>	<b>21,460</b>	<b>234,752</b>	<b>27,512</b>
Bandera	29	93	146
Boerne	194	7,725	210
Floresville	388	12,992	282
Fredericksburg	7	95	10
Hondo	448	1,014	682
Kenedy	213	2,183	91
Kerrville	446	10,539	568
New Braunfels	1,104	14,504	4,734
Pearsall	625	1,109	525
Pleasanton	719	2,832	991
Seguin	732	35,484	554
<b>Rural</b>	<b>4,905</b>	<b>88,570</b>	<b>8,793</b>
<b>Grand Total</b>	<b>26,365</b>	<b>323,322</b>	<b>36,305</b>

**Note:** Inbound and Outbound Contacts are the number of emails and phone calls made by Telework Staff. Visitors 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.	17,413	3,222	20,635
30. Virtual Services	5,673	2,806	8,479
08. RESEA Orientation	4,269	618	4,887
I am here to see a specific staff member	3,007	1,527	4,534
14. Job Search/Referral	1,086	3,090	4,176
02. I need help finding a job.	1,587	1,095	2,682
03. I lost my job and want to file for unemployment.	985	516	1,501
18. Support Services	341	1,071	1,412
01. It's my first time here.	995	379	1,374
11. WIOA Orientation	229	1,091	1,320

**NOTE:** Center Visitors may self-report multiple visit reasons while checking-in on VOS Greeter.

Employment Services are the main motivators for guests at our Workforce Centers across the Alamo Workforce Development Area. Over 20k guests visited our centers to use the computers and resources available at no cost, an upwards trend from 17K reported as of March.



## **LABOR EXCHANGE SUMMARY**



## 41,548 available jobs advertised online as of May 19,2021 in the Alamo Workforce Development Area

WorkInTexas.com shows that there were 18,488 job postings created by 1,691 unique employers during the months of October 2020 - April 2021 for the 13 county Workforce Development Area. Up from 15,401 reported last month. In WorkInTexas.com, the Health Care and Social Assistance Industry created the most job postings with 4,953. Hospital Corporation of America is the employer that created the most Job postings with 1,363 while the occupation with the greatest number of job postings is Registered Nurse with 1,759.

Industry Sector	Job Postings	Top Occupation Within Industry	Top Employer Within Industry
Health Care and Social Assistance	4,953	Registered Nurses (1,514)	HOSPITAL CORPORATION OF AMERICA (1,363)
Professional, Scientific, and Technical Services	2,810	Computer Network Support Specialists (249)	KINDRED SYSTEMS INC (243)
Administrative and Support and Waste Management and Remediation Services	2,413	Janitors and Cleaners, Except Maids and Housekeeping Cleaners (402)	ABM INDUSTRIES INCORPORATED (716)
Wholesale Trade	1,356	Heavy and Tractor-Trailer Truck Drivers (81)	COCA-COLA SOUTHWEST BEVERAGES LLC (400)
Manufacturing	1,218	Production Workers, All Other (147)	NIAGARA BOTTLING LLC (134)
Public Administration	997	Office Clerks, General (56)	HEALTH AND HUMAN SERVICES COMMISSION (277)
Accommodation and Food Services	822	First-Line Supervisors of Food Preparation and Serving Workers (225)	PANERA BREAD (388)
Retail Trade	776	Retail Salespersons (106)	AMAZON.COM (190)
Finance and Insurance	616	New Accounts Clerks (65)	FIRST NATIONAL BANK TEXAS - KILLEEN (145)
Construction	556	Construction and Related Workers, All Other (71)	W W WEBBER LLC (40)
Educational Services	373	Educational, Guidance, School, and Vocational Counselors (30)	ALAMO COLLEGES DISTRICT (76)
Other Services (except Public Administration)	307	Customer Service Representatives (20)	TEXAS ALSCO INC (61)
Transportation and Warehousing	299	Heavy and Tractor-Trailer Truck Drivers (58)	XPO LOGISTICS, INC. (67)
Information	280	Retail Salespersons (45)	CHARTER COMMUNICATIONS LLC (132)
Mining, Quarrying, and Oil and Gas Extraction	183	Heavy and Tractor-Trailer Truck Drivers (40)	VULCAN MATERIALS COMPANY ET AL (111)
Real Estate and Rental and Leasing	146	Maintenance and Repair Workers, General (31)	JONES LANG LASALLE AMERICAS INC (35)
Utilities	133	Electrical Engineers (11)	CPS ENERGY (71)
Management of Companies and Enterprises	114	Computer Network Support Specialists (6)	PEPSICO INC (45)
Arts, Entertainment, and Recreation	99	Recreation Workers (12)	LIFE TIME CLUB MANAGEMENT (70)
Agriculture, Forestry, Fishing and Hunting	37	Farmworkers, Farm, Ranch, and Aquacultural Animals (11)	MOONLITE SERVICES LLC (2)



Year to date, **3,850** people in the Alamo Workforce Development Area have been placed in a job.

## PLACEMENTS

(OCT 2020 - APR 2021)

WorkInTexas.com Internal Job Placements - 551 . These are job seekers that applied to jobs from employers registered in WorkInTexas.com.  
 WorkInTexas.com External Job Placements - 1,941. These are job seekers matched with external job postings imported into WorkInTexas.com.  
 1,358 from other sources captured by workforce staff (e.g., Employer Help Wanted sign)

Industry Sector	Internal Placements	Top Occupation Within Industry	Top Employer Within Industry
Public Administration	183	Paralegals and Legal Assistants (16)	TEXAS WORKFORCE COMMISSION (65)
Retail Trade	112	Retail Salespersons (65)	AMAZON.COM (69)
Administrative and Support and Waste Management and Remediation Services	77	Customer Service Representatives (10)	PEOPLEREADY INC (9)
Accommodation and Food Services	26	Dishwashers (5)	CAJUN SHACK INC (6)
Manufacturing	24	Production Workers, All Other (5)	CEMEX (4)
Health Care and Social Assistance	22	Home Health Aides (4)	ACCENTCARE INC-TEXAS HOME HEALTH (4)
Educational Services	22	Office Clerks, General (3)	PEARSALL ISD (8)
Other Services (except Public Administration)	20	Child, Family, and School Social Workers (8)	DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES (15)
Information	18	Retail Salespersons (6)	CHARTER COMMUNICATIONS LLC (16)
Professional, Scientific, and Technical Services	14	Customer Service Representatives (2)	LANDRY'S (1)
Finance and Insurance	10	Customer Service Representatives (5)	WELLS FARGO BANK NA (2)
Construction	6	Pipe Fitters and Steamfitters (1)	BRASFIELD & GORRIE LLC (1)
Transportation and Warehousing	5	Police, Fire, and Ambulance Dispatchers (1)	VIA METROPOLITAN TRANSIT (2)
Mining, Quarrying, and Oil and Gas Extraction	4	Heavy and Tractor-Trailer Truck Drivers (4)	CHALK MOUNTAIN SERVICES OF (2)
Utilities	2	Legal Support Workers, All Other (1)	CPS ENERGY (1)
Wholesale Trade	2	Stock Clerks- Stockroom, Warehouse, or Storage Yard (1)	FRITO-LAY INC (1)
Real Estate and Rental and Leasing	2	Customer Service Representatives (1)	FOUNDATION COMMUNITIES INC (1)
Management of Companies and Enterprises	1	Computer Network Support Specialists (1)	TYONEK SERVICES GROUP (1)
Agriculture, Forestry, Fishing and Hunting	1	Nonfarm Animal Caretakers (1)	MCDONALD BIRD FARM LLC (1)

Note: Detailed information on where people were placed in a job are only available for internal WorkInTexas.com hires,



Year to date there are 131,387 people in the Alamo Workforce Development Area with active resumes. Customer Service Representatives is the most common desired occupation listed on resumes.

**Top 10 Desired Occupations**  
(OCT 2020 - APR 2021)

		# of Advertised Jobs
Customer Service Representatives	6,562	3,651
Office Clerks, General	4,139	565
Cashiers	2,736	749
Stock Clerks- Stockroom, Warehouse, or Storage Yard	2,113	2,003
Heavy and Tractor-Trailer Truck Drivers	2,070	3,328
Administrative Services Managers	1,806	298
General and Operations Managers	1,759	1,150
Construction Laborers	1,449	599
Sales Managers	1,448	1,013
Retail Salespersons	1,332	2,918



## TOP 10 EMPLOYERS IN THE ALAMO WORKFORCE DEVELOPMENT AREA

Company	Total/Unique (Oct 2020 - Apr 2021)
United Services Automobile Association	42,519 / 5,514
Oracle Corporation	33,972 / 3,483
UnitedHealth Group Incorporated	21,172 / 2,436
University Health System	17,802 / 1,544
HCA Holdings, Inc.	17,557 / 1,417
Wal-Mart, Inc.	5,944 / 1,218
Humana Inc.	12,320 / 1,111
Heb Grocery Company, LP	4,840 / 1,089
American Traveler, Inc.	1,700 / 1,078
Dollar General Corporation	4,999 / 1,021

( EMSI Q2 2021 Data Set).



## **WSA NON-FORMULA FUNDED GRANTS, INITIATIVES, & PROJECTS**



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, TEEC, or community-based organizations to provide customized training in a timely and efficient manner.	C2 GPS, Businesses, Alamo Colleges, DC1/New Apprenticeships, In Jesus Name Amen (JNA), 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. 100 job seekers completed Pre-Apprenticeship Electrical Training, Home Health Aide Training, Community Health Worker Training, Digital Marketing, Data Analyst or Cyber Security Training. Placements: 55, Expenditures: at 74%	In-progress	Grant ends June 30, 2021. A no cost extension Contract Action Request (CAR) was submitted to TWC to spend the remaining balance \$64,000 (from the \$250,000 designated for training) and allow sufficient time for new and old grant participants to complete training and to be placed. The maximum grant extension allowed by TWC for this grant is 3 months beyond current grant end date.
	\$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, Hug Me Inc, 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.	1. 105-Active Participants 2. 86 -In Subsidized Employment 3. 42 -Program Exiters 4. 11-Entered Full Time employment 5. 0- In Training (Note: Healthcare training start dates begin in May 2021)	In-progress	Lack of job seekers interested in disaster relief employment.
	\$4,859,231.00	5/5/2020	3/31/2022					
3	Hiring Red, White & You!	Workforce Commission Initiatives (WCI)	The 10th Annual Job Fair event (statewide) will be held on Thursday November 4, 2021 for Transitioning Service Members, Veterans, Military Spouses, and the Public. TWC is offering the local boards an opportunity to determine if the 2021 event will be a Virtual Job Fair or an in person event, or a combination of both. Funding amount for 2021: TBD.	Veteran Coalitions/ Event Planning Committee Members: (numerous partners including JBBSA, 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. First 2021 meeting: TBD	The 2021 goals are to be determined. The 2021 HRWY Budget request is in progress for an in person event. Back up plans are in place due to the ongoing CDC guidelines and safety/health requirements.	2021 Outcomes in November 2021	In-progress	Some venues that are large enough for the event are unable to commit right now due to CDC guidelines, other possible city commitments and/or other safety/health requirements.
	\$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	Completed	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  Initial Board directive took long to implement	Finalizing procedures, will schedule staff training, integration with WSA IT network structure, customer 'call center' and staffing infrastructure.
	\$41,000	10/1/2019	9/30/2021					



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 C2 GPS	1. 150 teachers registered and successfully complete the program 3. Recruit 15 companies/ organizations for virtual externship experiences	Contacted new industry partners and re-established with industry partners in the past to start creating clusters. Had 63 incoming teachers applications and 13 school districts participating in the program through May 10, 2021.	In-progress	Due to the pandemic: teacher's recruitment is still a challenge because of teacher fatigue and availability during the summer months due to summer school. Employer participation may be limited due to restrictions based on employer's COVID -19 protocols.
	\$160,000							
7	7/15/2019	8/31/2021	Teacher Externship changes for 2020-21 include movement from a 4-day professional development session to a multi-week distributed activities.					
	Teacher Externship Plus	Statewide Initiative	TWC approved the 2020 revised plan to increase sustainability of externship services and ensure replication in the communities. Revised plan was renamed "Jumpstart."	Alamo STEM Coalition C2 GPS	1. Build sustainability/capacity 2. Replicate the program in communities outside of San Antonio 3. Recruit 50 teachers for Jumpstart 4. Digital Badging: Collaboration efforts between ESC-20 and Up Partnership continue to develop the Implementation Guide. 5. Internship-Ready Digital Badging	Jumpstart went live and recruitment began with Lead Teachers and former participants. Recruitment for professional development sessions has begun and timeslots during the Summers Sessions have been solidified.  Coordination with C2 GPS and ATEAMS for Teacher registration continues.  Conducted Teacher Externship presentations to expand participation and outreach in school district.	In-progress	Due to the pandemic: teacher's recruitment is still a challenge due to teacher fatigue.
	\$90,000							
8	7/15/2019	8/31/2021						
	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.	After cancellation of March, April, May sessions due to pandemic, an alternative plan was submitted to TWC for an all virtual delivery format. Project is still in progress.	Main partner's capacity (they took on this additional initiative), identification and coordination of virtual partner locations, technology to stream virtual bootcamps, curriculum development copyrights. The pandemic caused the bootcamps to be cancelled in March, April, May. An alternative plan was submitted to TWC as May 18, 2020. The plan included the increased capacity for WebEx at UTSA to 200 individuals per session, that allows continuation of bootcamps virtual at all sites. 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						



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).	First class conducted on January 11, 2021. 7 students completed training for BICSI Technician Certification.# earned credentials: 3 Technicians. 4 waiting for the written test.	In-progress	South Texas JATC pulled back two of the regularly scheduled classes, both due to lack of registrants. Marketing push has not hit. Expect moving forward to max out capacity and looking to add additional classes. The demand is there, however, with COVID-19, in person attendance is down and timing to recruit and attract person participants is not ideal.
	\$64,000							
	7/26/2019	8/31/2021						
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		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 to participants 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 April 2021 RESEA report showed WSA is at 96.9%. No action required.	In progress	
	\$526,998,00							
	10/1/2020	12/31/2021						
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						
	Youth Job Skills/Rural	WIOA Youth		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	Completed	Very little challenges as outreach efforts are becoming more successful and more opportunity youth are being enrolled under Job Skills Initiative.
	\$51,480							
13	Military Family Support Program	WIOA Adult Statewide	On-site services suspended due to COVID-19 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 are pending adjustment now that non-essential workers are allowed back on the military bases.	1. # Provided Assessments -5 2. # Participants Enrolled -5 3. # Receiving Supportive Services-0 4. # Participants Trained - 0 5. # Participants Receiving Certifications- 0 6. # Entered Employment: 1	In progress	Difficult to enroll participants due to COVID-19 safety and health concerns for their families, spouses' occupational goals, and military active duty spouses unexpected reassignment. The assigned MFSP career counselor was not allowed on base during 2020 and early 2021 due to COVID-19 restrictions. It appears that some spouses prefer remote jobs which are limited. Major military spouse events such as the "New Comers" briefings at the military base that brought in large crowds are not held anymore until further notice due to COVID-19. Marketing via MFSP Flyer, FaceBook and LinkedIn are generating some interest. Referrals from other military spouse organizations are also generating some interest.
	\$222,630							
	1/1/2021	12/31/2021						



14	HPOG Grant	Alamo Colleges Subgrant	TANF recipient co-enrollment/case management with provision of supportive services (including utility, transportation and housing assistance and referral to resources such as childcare), Placement services for participants of Health & Human Services-Health Professions Opportunities Grant ("HPOG"). Individuals must meet eligibility and demonstrate a need for skills and training to enter the workforce.	Alamo Colleges, C2 GPS hires 1 staff	1. 25 applicants by 2/15/20 2. 9 applicants by 5/30/20 3. Medical Front Office certificate: 20 by 6/30/20 to 8/30/20. 4. Provide 25-30 hours of OJT and health care employment services. 5. Job placement: 25 participants by 9/29/20	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 eibility criteria. No further activity on this grant. Grant will end in December 2020. An extension has not been received from Alamo Colleges.	89 applicants total. 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						
	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						
	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.
	10/1/2019	9/30/2021						
18	Summer Earn and Learn	State Initiatives	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.	TWC-VR C2 GPS SERCO Partners In Progress PCSI	1. Place 256 students in minimum of 5-week of work experience.	1. 113 students registered as of May 13, 2021. 2. 1,446 work placement positions secured 3. 31 secured employers in both urban and rural	In-progress	Due to the pandemic: student recruitment and participation are still unknowns based on changing academic calendars; engagement with diverse industries throughout the workforce area to provide work opportunities for students.
	\$900,000							
	2/1/2021	1/31/2022						



# **CHILD CARE PROGRAM REPORTS**



## BCY21 CHILD CARE PERFORMANCE MEASURES: MARCH 2021

### Performance

Timeframe	# of Units	BCY21 Target	% Attainment	Status
Year to Date (YTD) Average Kids Per Day (10/01/20 - 09/30/21)	9,280	9,544	97.23%	<b>MP</b>

Month	Goal	Actual YTD Units	Percent of Goal	Monthly Bexar CCDF Investment	Monthly Rural CCDF Investment
October	9,544	8,660	90.74%	\$ 3,551,940.83	\$ 902,215.59
November	9,544	8,673	90.87%	\$ 3,416,064.10	\$ 830,470.53
December	9,544	8,776	91.95%	\$ 3,958,769.89	\$ 930,785.50
January	9,544	8,918	93.44%	\$ 3,785,766.11	\$ 879,185.72
February	9,544	9,100	95.35%	\$ 3,777,142.28	\$ 863,787.08
March	9,544	9,280	97.23%	\$ 4,446,978.08	\$ 1,027,133.49
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%		

Totals: \$ 22,936,661.29 \$ 5,433,577.91

#### Performance Status Methodology

The Measure Status Methodology for BCY 21 will use YTD numbers to calculate performance.

MP = 95%-105%

+P = 105% or above

-P = <94.99

### MARCH 2021

Texas Rising Star Providers	137
Texas School Ready Providers	44
Waitlist	2,332

# of TRS providers informational only, no longer performance meas

### Units by County YTD

County	Goal	Urban/Rural Discretionary Performance	Average Monthly Discretionary	Average YTD Discretionary Investment	Average Monthly Mandatory*	Average YTD Mandatory Investment	Average Monthly CCDF Total	Average Monthly Total CCDF Investment	Percent of Goal	DFPS Not Included in Performance
<b>Bexar</b>	<b>7,635</b>	<b>78.97%</b>	<b>6,630</b>	<b>\$ 3,353,958.07</b>	<b>778</b>	<b>\$ 468,818.82</b>	<b>7,408</b>	<b>\$ 3,822,776.88</b>	<b>97.02%</b>	<b>595</b>
<b>Rural</b>	<b>1,909</b>	<b>21.03%</b>	<b>1,765</b>	<b>\$ 837,565.01</b>	<b>122</b>	<b>\$ 68,031.31</b>	<b>1,887</b>	<b>\$ 905,596.32</b>	<b>98.87%</b>	<b>158</b>
Atascosa			212	\$ 94,232.55	14	\$ 6,339.19	226	\$ 100,571.74		19
Bandera			49	\$ 22,235.33	3	\$ 1,401.04	52	\$ 23,636.37		6
Comal			383	\$ 184,903.29	29	\$ 16,771.31	413	\$ 201,674.60		44
Frio			59	\$ 25,374.09	4	\$ 2,191.09	63	\$ 27,565.18		9
Gillespie			30	\$ 13,949.65	7	\$ 4,049.71	38	\$ 17,999.36		1
Guadalupe			460	\$ 228,660.37	21	\$ 12,436.14	481	\$ 241,096.51		28
Karnes			9	\$ 4,074.36	0	\$ 176.87	9	\$ 4,251.23		3
Kendall			38	\$ 18,507.46	8	\$ 3,935.19	47	\$ 22,442.65		13
Kerr			208	\$ 91,935.08	24	\$ 13,339.14	231	\$ 105,274.22		13
McMullen			0	\$ -	0	\$ -	0	\$ -		0
Medina			187	\$ 92,932.36	10	\$ 6,330.43	197	\$ 99,262.79		12
Wilson			130	\$ 60,760.47	2	\$ 1,061.21	132	\$ 61,821.67		11
<b>Total</b>	<b>9,544</b>	<b>100%</b>	<b>8,395</b>	<b>\$ 4,191,523.08</b>	<b>900</b>	<b>\$ 536,850.12</b>	<b>9,295</b>	<b>\$ 4,728,373.20</b>		<b>753</b>

Rural units make up 21.03% of the total number of year to date Discretionary units.

Urban units make up 78.97% 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.

As of March 2021, Child Care participation has resulted in an average investment of \$4.7M (\$3.8M in Bexar and \$905K in the surrounding counties).



## WORKFORCE PROGRAM SUMMARY DESCRIPTION

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

### Formula-Funded Grants

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

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

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

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

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

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

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

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

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

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



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

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

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

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

### Special Grants/Projects

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

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

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

### Workforce Commission Initiatives (WCI)

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

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

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



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

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

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

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

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

### **Fee-for-Service Grants**

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

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

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

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

### **Other TWC Grants**

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

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



## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Director of Contracting and Procurement

**Date:** June 4, 2021

**Subject:** Workforce Solutions Alamo – Facility Overview

### Summary:

The Kennedy location experienced extensive plumbing issues because of the winter storm in February of 2021, the repairs required a renovation that was funded by the landlord. This site was reopened to the public on May 17, 2021.

WSA and the Foodbank are currently in negotiations to offer integrated services. The two entities service the same clients, and this collaboration would benefit the client as a one stop center. WSA is proposing a small staff and a resource center for the campus.

The list below shows the upcoming leases that are near expiration. WSA staff is actively working on procuring new leases.

Location	Lease Term	Recently Renovated	Tentative Board Approval
Pearsall*	10/31/2021	Yes	August
Boerne	11/30/2021	No	August
Hondo	12/31/2021	Yes	December
New Braunfels*	1/31/2022	Yes	December
Kennedy	1/31/2022	Yes	December
Pleasanton	1/31/2022	Yes	December
Marbach*	5/31/2022	No	December

*\*VR staff are located at the office.*

Additional information is available upon request.



## MEMORANDUM

**To:** Workforce Solutions Alamo Board

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Director of Contracting and Procurement

**Date:** June 4, 2021

**Subject:** Workforce Solutions Alamo - Floresville Facility

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**Summary:** Workforce Solutions Alamo (WSA) staff worked jointly with the contracted real estate broker, Providence Commercial Real Estate Services in relocating the current facility in Floresville. The current location is not in a desirable location that had easy visibility to the public. The board is currently in the holdover period for the lease in Floresville which expired on December 31, 2020. WSA has researched potentially feasible options to provide a high-quality workforce center near the current location.

McBride Thuney Enterprises has offered 2,300 SQF of space that became available in the current location. 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. The landlord is offering to update the suite to our specifications, which is inclusive of approximately \$100,000 in construction costs. Upon execution of lease agreement, it will take approximately 60 working days to complete the renovation. The lease agreement will be a 5-year term. Both the Broker and WSA contracted legal team have reviewed and approved the lease.

Additional options in the area were procured but do not provide the amount of space or parking that is conducive to operating a high-quality workforce center. A summary of additional options procured is available upon request.

**Fiscal Impact:** With the current space being in a holdover period time is of the essence to secure additional space and begin the tenant improvements. The proposed space will increase by 700 SQF and, the price per square foot will increase by approximately 24% inclusive of tenant improvements. The increased price per square foot is consistent with local market rates for a location of its size and scope.



**Recommendation:** Discussion and possible action to authorize the WSA Chief Executive Officer to execute a new lease agreement with McBride Thuney Enterprises.

**Next Steps:** WSA Chief Executive Officer will execute the attached lease agreement. Floresville new location grand opening is tentatively scheduled for September 2021.



# PROVIDENCE COMMERCIAL REAL ESTATE SERVICES

*Alamo Workforce Development - Floresville*

*November 3, 2020  
Updated February 5, 2021  
Updated May 26, 2021*

*By: Dan Gostylo, Steve Garza & Seth Prescott (210)366-4444*

Map #	Property	Address	Total Size (SF)	Available (SF)	Base Rent (PSF)	Estimated OPEX	Estimated Monthly Rent	Comments
1A	McBride Thuney Enterprises <b>(Current Space)</b>	1106 Tenth St. (US Hwy. 181)	---	1,600	\$18.75	2016 Base Year	\$2,500.00	<ul style="list-style-type: none"> <li>• Full-Service Gross Lease with Landlord responsible for all Base-Year (2016) operating expenses.</li> <li>• Lease expires 12/31/20</li> <li>• Amended to extend Lease on month-to-month basis to allow time for negotiation of new Lease.</li> </ul>
1B	McBride Thuney Enterprises <b>(Proposed move to front)</b>	1106 Tenth St. (US Hwy. 181)	---	2,340	\$27.02 FSG	2021 Base Year	\$5,269.00	<ul style="list-style-type: none"> <li>• Full-Service Gross Lease with Landlord responsible for all Base-Year (2021) operating expenses.</li> <li>• Moves from current space in back of building to superior frontage exposure.</li> <li>• Provides for reasonably larger space increasing in size from 1,600 SF to 2,340 SF.</li> <li>• Includes generous Tenant Improvement Allowance (\$42.97 PSF) providing for extensive remodel and upgrades to better match current WSA design standards.</li> <li>• Provides for 5-year renewal option in which monthly base rent decreases to \$4,563.00.</li> </ul>
2	Former Pronto Insurance	935 Tenth St. (US Hwy. 181)	4,147	1,500	\$23.00	\$7.00 PSF/Year	\$3,750.00	<ul style="list-style-type: none"> <li>• NNN Lease structure with all OPEX the responsibility of Tenant.</li> </ul>
3	Former Health Care Building	104 Turner Lane	6,437	1,400	\$22.00	\$7.00 PSF/Year	\$3,383.00	<ul style="list-style-type: none"> <li>• NNN Lease structure with all OPEX the responsibility of Tenant.</li> <li>• Broker claims building can be subdivided, but Landlord may not be willing.</li> <li>• Per floor plan, there appears to be only two reasonable divisions - 1,124 SF or +/- 1,400 SF.</li> </ul>



# PROVIDENCE COMMERCIAL REAL ESTATE SERVICES

*Alamo Workforce Development - Floresville*

*November 3, 2020  
Updated February 5, 2021  
Updated May 26, 2021*

*By: Dan Gostylo, Steve Garza & Seth Prescott (210)366-4444*

Map #	Property	Address	Total Size (SF)	Available (SF)	Base Rent (PSF)	Estimated OPEX	Estimated Monthly Rent	Comments
4	Storefront Retail	1705 Tenth St. (US Hwy. 181)	2,475	2,475	\$20.00	\$7.00 PSF/Year	\$5,569.00	• Owner prefers to sell the property (asking \$525,000), but may consider Lease.
5	Guerrero's Construction	602 Tenth St. (US Hwy. 181)	2,000	2,000	\$25.00	\$7.00 PSF/Year	\$5,333.00	• LoopNet information only.
6	Former Home Health	1815 Tenth St. (US Hwy. 181)	4,160	2,000				• Karen Gulick, Listing Broker (210) 531-6695. • For Sale asking \$435,000, but Broker checking on Lease.
7	HEB Heritage Plaza	925 Tenth St. (US Hwy. 181)	70,707	3,481	\$20.00	\$7.00 PSF/Year	\$7,832.00	• Former Beall's space (18,481 SF). • If Landlord can sign 15,000 SF prospective Lease, the balance of 3,481 SF would become available.

*The information contained within this document has been obtained from sources believed reliable. While we do not doubt its accuracy, we have not verified it and make no guarantee, warranty or representation about it. It is your responsibility to independently confirm its accuracy and completeness. Any presentation of size, quantity or quality of any of the physical characteristics of the property should be verified by you or your advisors. Any projections, opinions, assumptions, or estimates used are for example only and do not represent the current or future performance of the property. The value of this transaction to you depends on tax and other factors which should be evaluated by your tax, financial and legal advisors. You and your advisors should conduct a careful, independent investigation of the property to determine to your satisfaction the suitability of the property for your needs.*



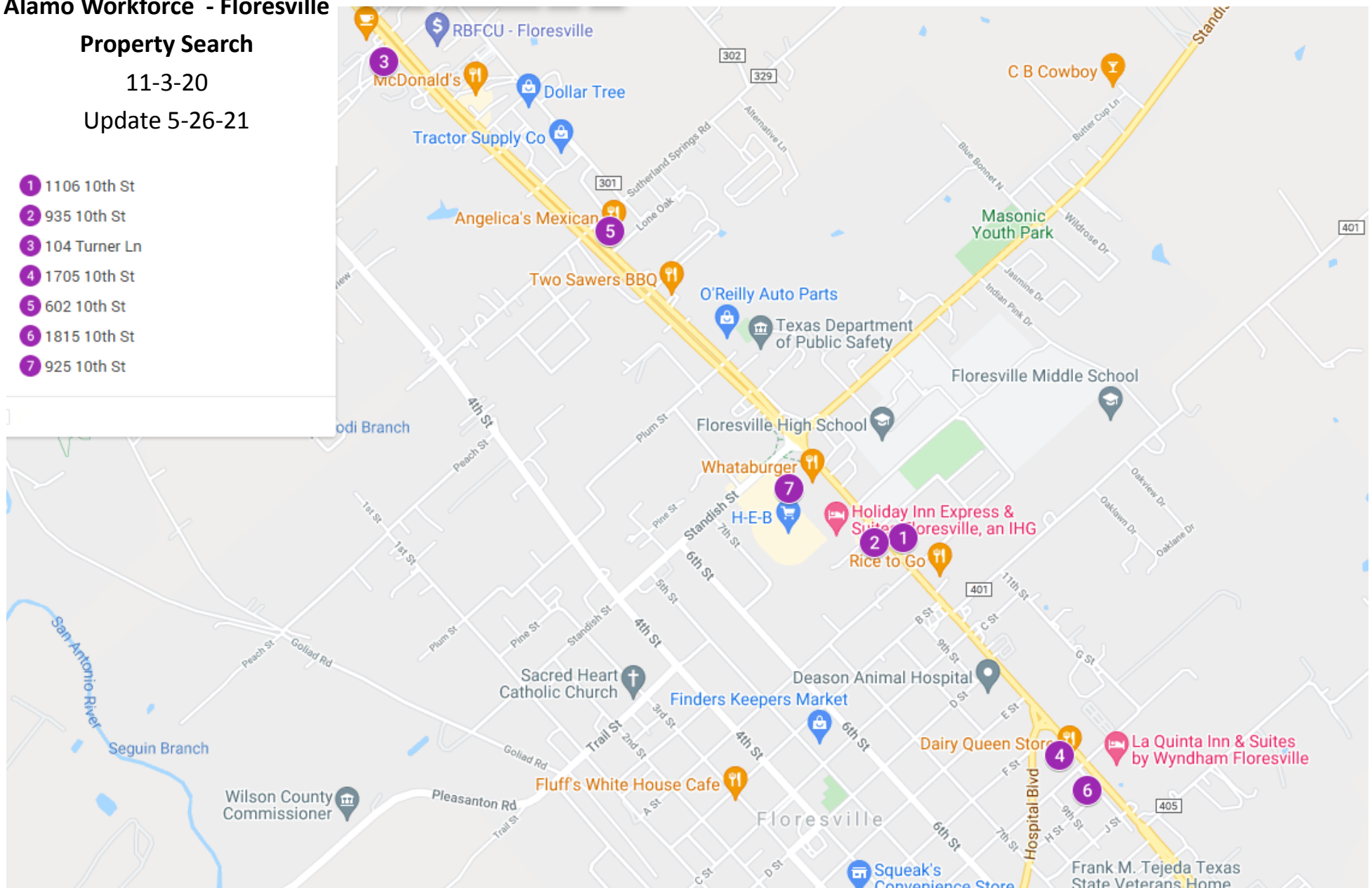
## Alamo Workforce - Floresville

### Property Search

11-3-20

Update 5-26-21

- 1 1106 10th St
- 2 935 10th St
- 3 104 Turner Ln
- 4 1705 10th St
- 5 602 10th St
- 6 1815 10th St
- 7 925 10th St





## **Lease Agreement Proposal**

McBride Thuney Enterprises, proposes the following:

Premises: approximately 2,300 square feet of office space, more or less, located at 1106 Tenth Street (Hwy 181), Floresville Texas 78114

Amenities:

Common area: 500 square feet that includes 3 restrooms, kitchen, lobby and janitorial closet shared with other tenants.

Parking: 20 designated parking places plus 20 shared parking places.

Managed: McBride Thuney Enterprises, located next door, very responsive

Initial Term: 5 years beginning June 1, 2021 (or earlier if premises are ready)

Option to Renew: two options to renew for 5year terms, when renewing the parties will negotiate rental price, such as Fair Market value

Monthly Basic Rental: \$1.95 per square foot (based on 2300 sq. ft., no rental charge for common area), includes current taxes, operating expenses, 4% commission of base rent over initial term, and initial renovation costs of up to \$20 square foot, with plans drawn by Registered Interior Designer licensed by Texas Board of Architectural Examiners

Additional Rental: Escalation clause for yearly increases in taxes and operating expenses: utility costs (electricity, water, and wastewater), trash removal, insurance premiums, and repair costs requested or approved by Tenant (reasonably amortized).

Current monthly operating expenses:

387.33	Insurance
400.00	Janitorial
328.58	Taxes
308.00	Electric
145.83	Water, Sewer & Trash
\$1,569.74	Total

Termination clause permitting AWD to terminate lease upon loss of funding

This proposal is for a lease rental agreement that will be entered into by the parties with additional lease terms as negotiated and agreed upon by the parties



**Debra Eaton**

---

**Subject:** FW: Retail Space for Lease in Floresville

**From:** Alice Bruni <[notifications@c.costarmail.com](mailto:notifications@c.costarmail.com)>

**Sent:** February 2, 2021 4:55 PM

**To:** Dan Gostylo <[dan@pcres.com](mailto:dan@pcres.com)>

**Subject:** Retail Space for Lease in Floresville

Retail Space For Lease

Retail Space for Lease in Floresville

935 10th St, Floresville, TX 78114-1851

1,500 SF Avail @ \$23.00/SF/Yr

[View Full Listing](#)



Next to HEB

## Listing Details

Rental Rate	\$23.00/SF/Yr
Space Avail	1,500 SF
Max Contig	1,500 SF
No. of Spaces	1
Property Type	Retail
Sub-type	Freestanding
Building Class	B
GLA	4,147 SF
Year Built	1996

## Description

Formerly Pronto Insurance. Prime retail location near HEB, Holiday Inn Express and next door to Little Caesars Pizza. Available now- white box

[View Full Listing](#)

## Contacts



Alice Bruni

Agent

[alice@bkprop.com](mailto:alice@bkprop.com)

O:(210) 490-0483

M:(210) 887-8828

15321 San Pedro Ave, Suite 203



San Antonio, TX, 78232

(210) 887-8828

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Alice Bruni  
(210) 887-8828



## 935 10th St

1,500 SF of Retail Space Available in Floresville, TX





SPACE AVAILABILITY (1)

SPACE		SIZE	TERM	RATE	TYPE
1st Fl-Ste 101		1,500 SF	3 Yrs	\$23.00 /SF/YR	Triple Net (NNN)
Space Use	Retail	<ul style="list-style-type: none"><li>Lease rate does not include utilities, property expenses or building services</li><li>Fully Built Out as Standard Retail Space</li></ul>			
Condition	Full Build-Out				
Availability	Now				

TENANTS AT 935 10TH ST, FLORESVILLE, TX 78114

TENANT	DESCRIPTION	US LOCATIONS	REACH
H&R Block	Acctg/Tax Prep	18,048	International
Little Caesars	Pizza	6,125	International
Taco Bell	Fast-food	10,041	International

PROPERTY FACTS FOR 935 10TH ST , FLORESVILLE, TX 78114

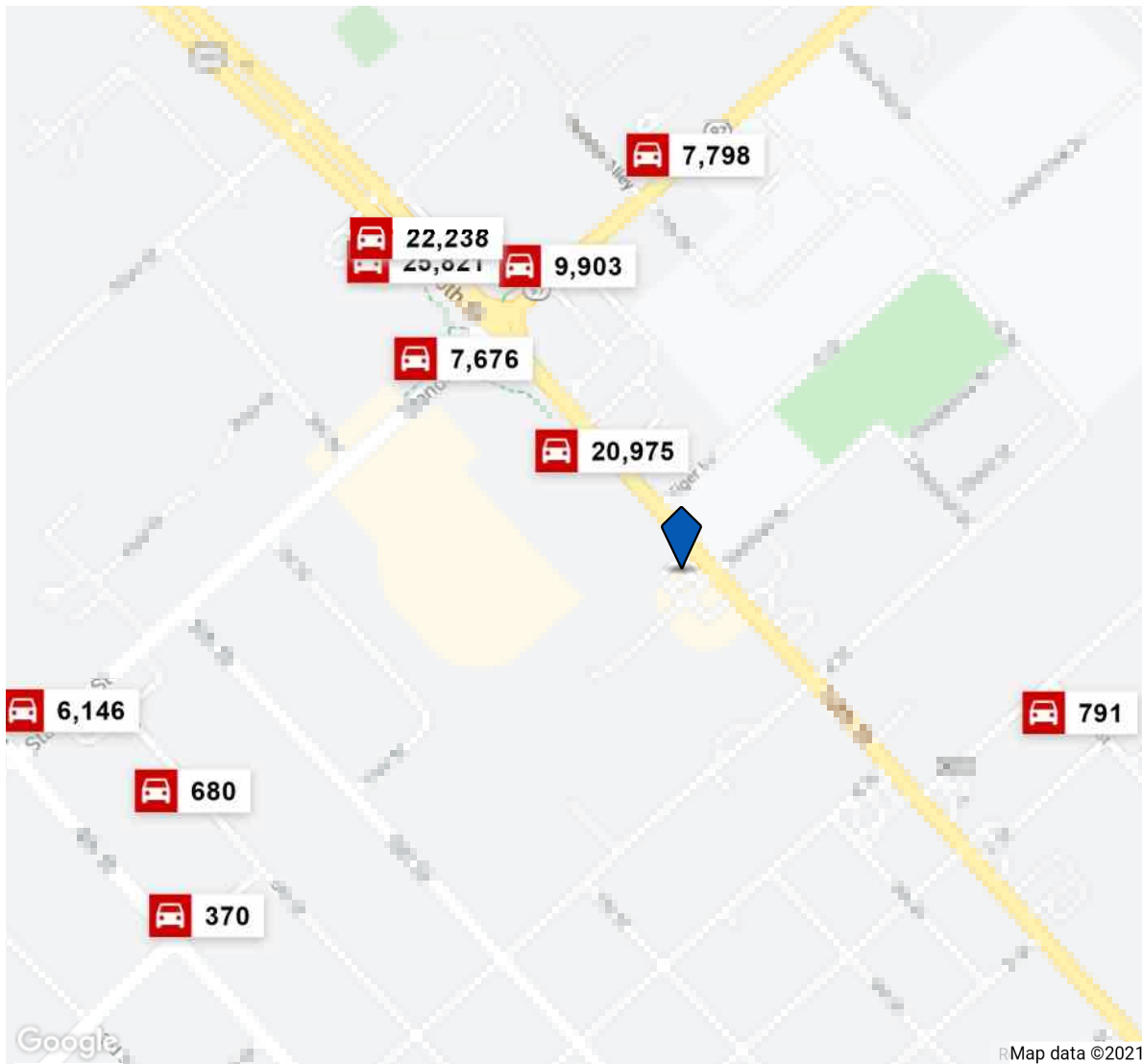
Rental Rate	\$23.00 /SF/YR	Gross Leasable Area	4,147 SF
Property Type	Retail	Year Built	1996
Property Subtype	Freestanding	Parking Ratio	6.03/1,000 SF

ABOUT THE PROPERTY

Formerly Pronto Insurance. Prime retail location near HEB, Holiday Inn Express and next door to Little Caesars Pizza.	Available now- white box
<ul style="list-style-type: none"><li>Pylon Sign</li><li>Signage</li></ul>	<ul style="list-style-type: none"><li>Signalized Intersection</li></ul>



## TRAFFIC



COLLECTION STREET	CROSS STREET	TRAFFIC VOLUME	YEAR	DISTANCE
10th St	Tiger Ln, SE	20,975	2020	0.11 mi
Standish St	10th St, NE	7,676	2020	0.24 mi
Standish St	10th St, SW	9,903	2020	0.26 mi
10th Street	Standish St, SE	25,821	2020	0.32 mi
Standish St	Haddox Aly, SW	7,798	2020	0.33 mi
10th St	Standish St, SE	22,238	2020	0.34 mi
11th St	C St, SE	791	2018	0.34 mi
5th St	Trail St, SE	680	2018	0.43 mi
Trail St	4th St, SW	370	2018	0.47 mi
Standish St	5th St, NE	6,146	2020	0.50 mi







ADDITIONAL PHOTOS



Building Photo



Building Photo



Building Photo



Aerial

Listing ID: 19962140      Date Created: 6/18/2020      Last Updated: 2/4/2021

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FOR SALE OR LEASE

# 104 TURNER LANE

Floresville, TX 78114

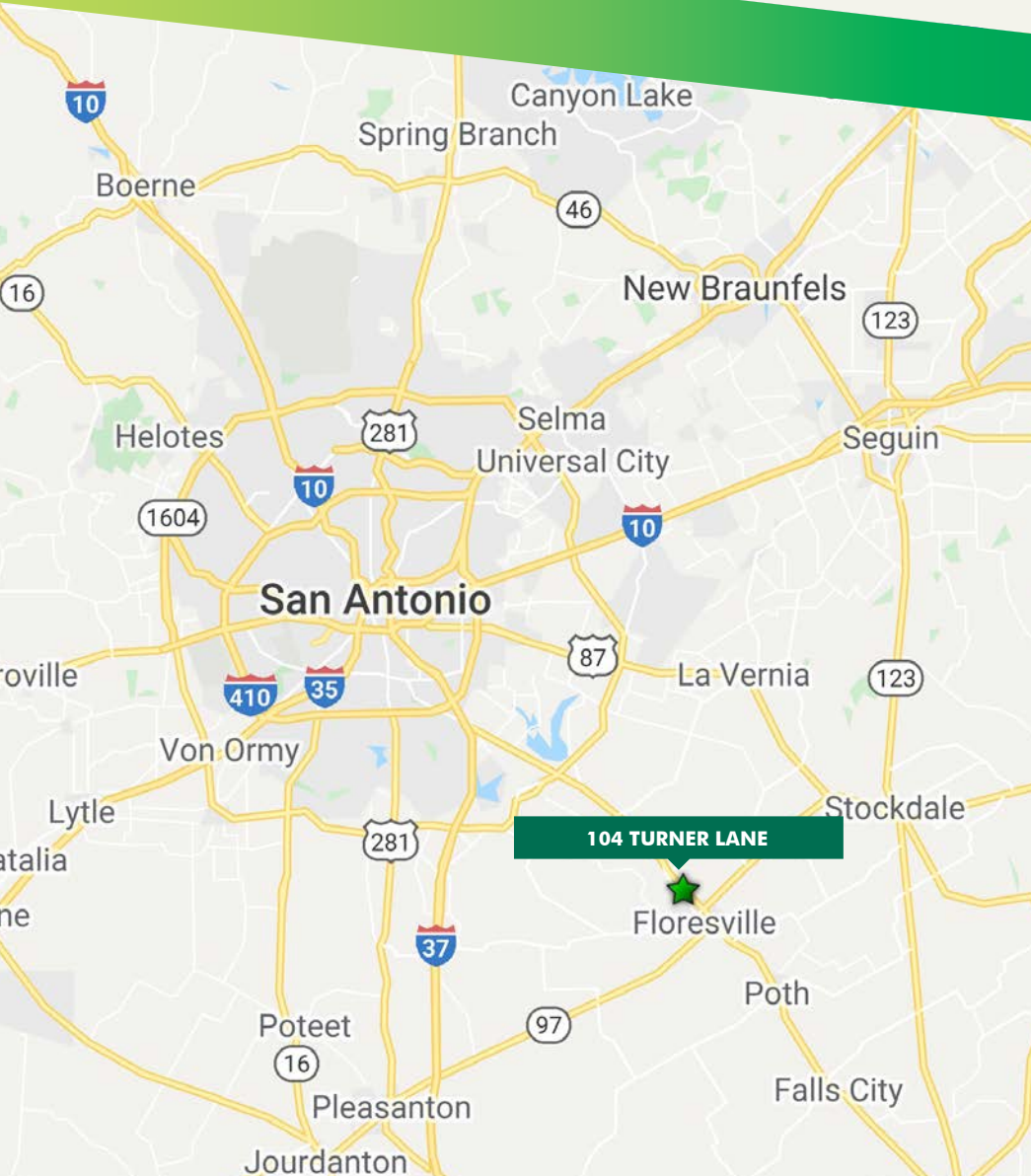




**FOR SALE OR LEASE**

# 104 TURNER LANE

Floresville, TX 78114



## PROPERTY HIGHLIGHTS

- Building Size: 6,437 SF
- Sales Price: \$1,770,175.00 (\$275.00/SF)
- Lease Rate: \$22.00 NNN
- 8 Exam Rooms
- 1 Procedure Room
- 3 Primary Care Physician (PCP) Offices
- 2 Nurses Stations
- 1 Reception Area
- Pharmacy Drive- Thru Window
- Close proximity to Connaly Memorial Medical Center

### PLEASE CONTACT:

**CARL SALVATO**

Vice President  
+1 210 253 6037  
carl.salvato@cbre.com



# FLOORPLAN

## 6,437 SF















PLEASE CONTACT:

CARL SALVATO

Vice President

+1 210 253 6037

carl.salvato@cbre.com

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**HEB HERITAGE PLAZA  
FLORESVILLE, TX  
1.53 ACRE PAD AVAILABLE  
18.481 SF FORMER BEALLS AVAILABLE**



***REPRESENTING THE OWNER***

**BILL OSBORNE  
OSBORNE PROPERTIES  
PO BOX 206  
5056 HIGHWAY 87  
SUTHERLAND SPRINGS, TEXAS 78161-0206**

**830-217-4011 TELEPHONE  
[op@texas.net](mailto:op@texas.net) E-MAIL**















## PROPERTY INFORMATION

### LEASE SPACE

<b>PROPERTY:</b>	<b>HEB Heritage Plaza. Lease Space</b>
<b>LOCATION:</b>	<b>925 Highway 10<sup>th</sup> Street (US Highway 181) at Standish Floresville, Texas</b>
<b>ANCHOR:</b>	<b>70,707 SF HEB</b>
<b>RETAIL:</b>	<b>30,000 SF</b>
<b>BAY DEPTHS:</b>	<b>61'10" 80'</b>
<b>SPACE AVAILABLE:</b>	<b>18,481 SF</b>
<b>PRIMARY LEASE TERM:</b>	<b>Minimum Five (5) years.</b>
<b>LEASE RATE:</b>	<b>\$9.00 SF Annually, NNN</b>
<b>FINISHOUT ALLOWANCE:</b>	<b>\$10.00 SF</b>
<b>EXPENSES:</b>	<b>Tenant to pay pro-rata share of common-area maintenance, real estate taxes and insurance estimated to be \$2.70 SF annually.</b>
<b>PARKING SPACES:</b>	<b>735 spaces</b>
<b>ZONING:</b>	<b>Commercial. City of Floresville. 830-393-1223</b>
<b>PYLON SIGN:</b>	<b>Tenant will have the right to locate on pylon if available. Monthly fee determined based on size and location. Minimum monthly fee \$50.00.</b>
<b>UTILITIES:</b>	<b>All utilities are available to the property. However, Lessee is advised to retain an engineer to confirm the location, capacity and accessibility of all utilities to determine if utilities are adequate for Lessee's intended use.</b>
<b>AGENCY:</b>	<b>Bill Osborne/Osborne Properties represents the Landlord. Information About Brokerage Services is included in this package.</b>



## **PROPERTY INFORMATION**

### **PAD SITE**

<b>PROPERTY:</b>	<b>HEB Heritage Plaza. Pad Site.</b>
<b>LOCATION:</b>	<b>See aerial and proposed Bank site plan.</b>
<b>SIZE:</b>	<b>66,761 SF (1.53 Acres)</b>
<b>ZONING:</b>	<b>Commercial. City of Floresville 830-393-3105</b>
<b>GROUND LEASE:</b>	<b>\$85,000.00 Annually, NNN</b>
<b>UTILITIES:</b>	<b>All utilities are available to the property. However, Lessee is advised to retain an engineer to confirm the location, capacity and accessibility of all utilities to determine if utilities are adequate for Lessee's intended use.</b>
<b>AGENCY:</b>	<b>Bill Osborne/Osborne Properties represents the Landlord. Information About Brokerage Services is included in this package.</b>



**HEB**  
(70,707 SF)

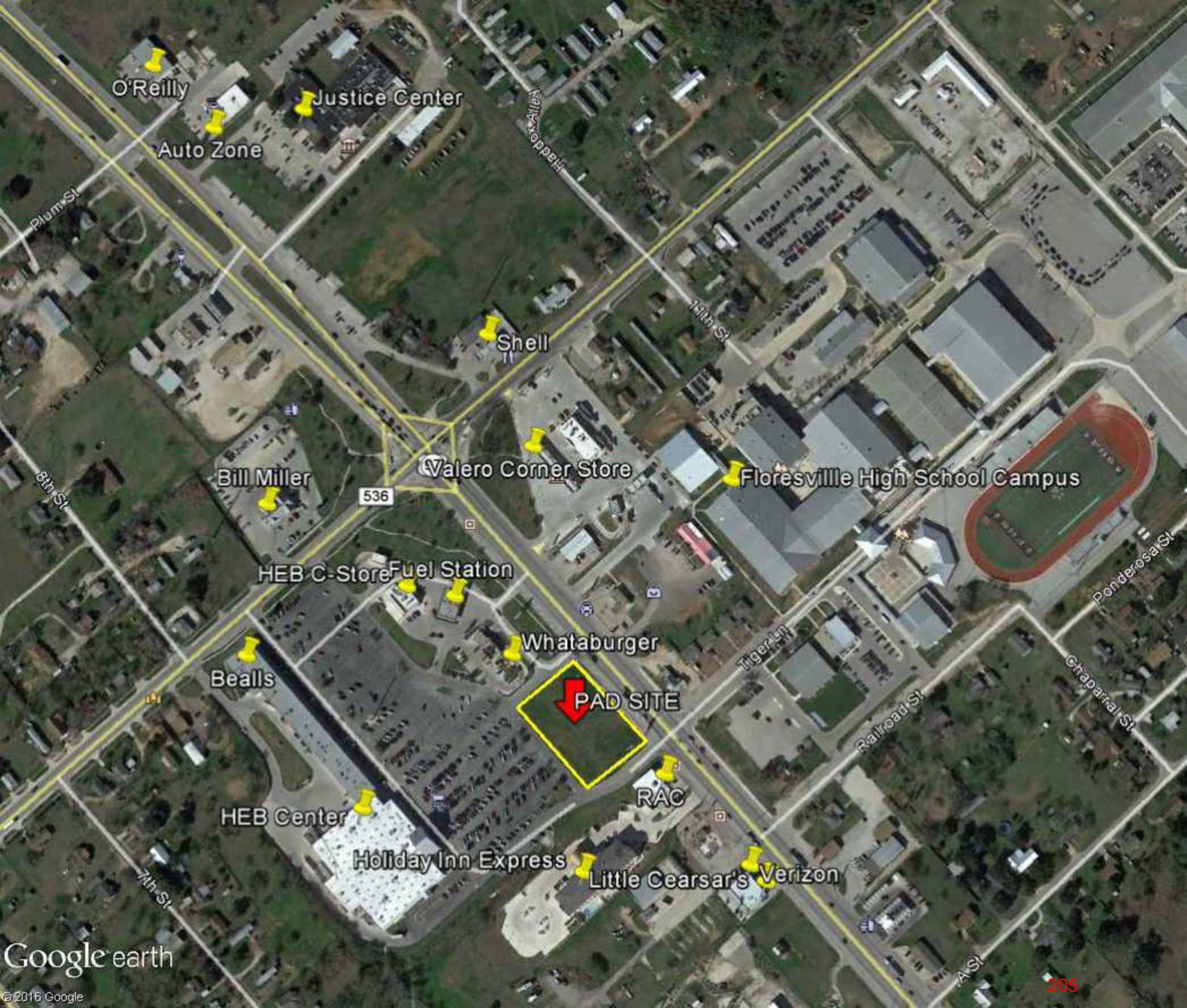
1 2 3 4 5 6 7 8 9 10 11 12 Bealls

Whataburger

**AVAILABLE**  
1.53 Acre Pad  
Site

Tenant	SF
1.UPS	1,237
2.Subway	1,237
3.Fantastic Sams	1,237
4.Cowboy Liquor	1,113
5.Diva Nails	1,360
6. Fred Loya	1,237
7.Sun Loans	1,237
8.Cricket	1,237
9.Domino's Pizza	1,360
10.CitiFinancial	1,546
11.Medical Office	2,041
12.Edward Jones	1,237
13. Former Bealls	18,481





O'Reilly

Justice Center

Auto Zone

Shell

Bill Miller

Valero Corner Store

Floresville High School Campus

HEB C-Store Fuel Station

Whataburger

PAD SITE

RAC

HEB Center

Holiday Inn Express

Little Ceasar's Verizon



**THE VILLAGES**  
at  
**RIVER BEND**  
MASTER-PLANNED COMMUNITY

RIVER BEND  
GOLF COURSE

CVS  
pharmacy

MCCOY'S  
LANDING SUPPLY

Walmart

FLORESVILLE  
RETAIL CENTER

CONNALLY  
MEMORIAL  
MEDICAL CENTER

RBFCU

McDonald's

WELLS  
FARGO

Pizza  
hut

SouthTrustBank

TRACTOR  
SUPPLY CO.

4TH ST

US HWY 181/10TH ST

O'Reilly  
Auto Parts

NAPA

NORTHEAST  
DIVISION

WILSON  
COUNTY  
SHERIFF'S  
DEPT

FLORESVILLE  
SOUTH  
ELEMENTARY  
SCHOOL

FLORESVILLE  
MIDDLE  
SCHOOL

FLORESVILLE  
HIGH SCHOOL

Shell

CORNER  
STORE

WALKER'S

Bill Miller  
Bar-B-Q

HEB  
EXPRESS

BEALL'S

W

TACO  
BELL

TWCC

HEB

Wendy's

SONIC

Church's  
Steakery

Shell

EXECUTIVE  
DRIVE 200 FT

EXXON

6

Best  
Western

LAQUINTA  
INN & SUITES

DQ

4TH ST

TRAIL ST

STANDISH ST

STANDISH ST



# FLORESVILLE

- COURT HOUSE**  
**FLORESVILLE CHAMBER**
- 1 KINDERGARTEN
  - 2 ELEM 1-2
  - 3 ELEM 3-5
  - 4 MIDDLE SCHOOL 6-8
  - 5 HIGH SCHOOL 9-12
  - 6 CATHOLIC SCHOOL
  - 7 TENNIS & BASKETBALL
  - 8 STADIUM
  - 9 EARLY COLLEGE & TECH CENTER

**FLORESVILLE**  
 Pop 5868

**SITE**



[www.floresvillechamber.org](http://www.floresvillechamber.org)

Floresville Chamber of Commerce

830-393-0074

910 10th Street (US Hwy 181)

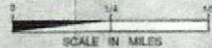
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Texas-Trails.com 325-247-5183

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To Rancho de las Cabras  
 To City River Park  
 To Pleasanton

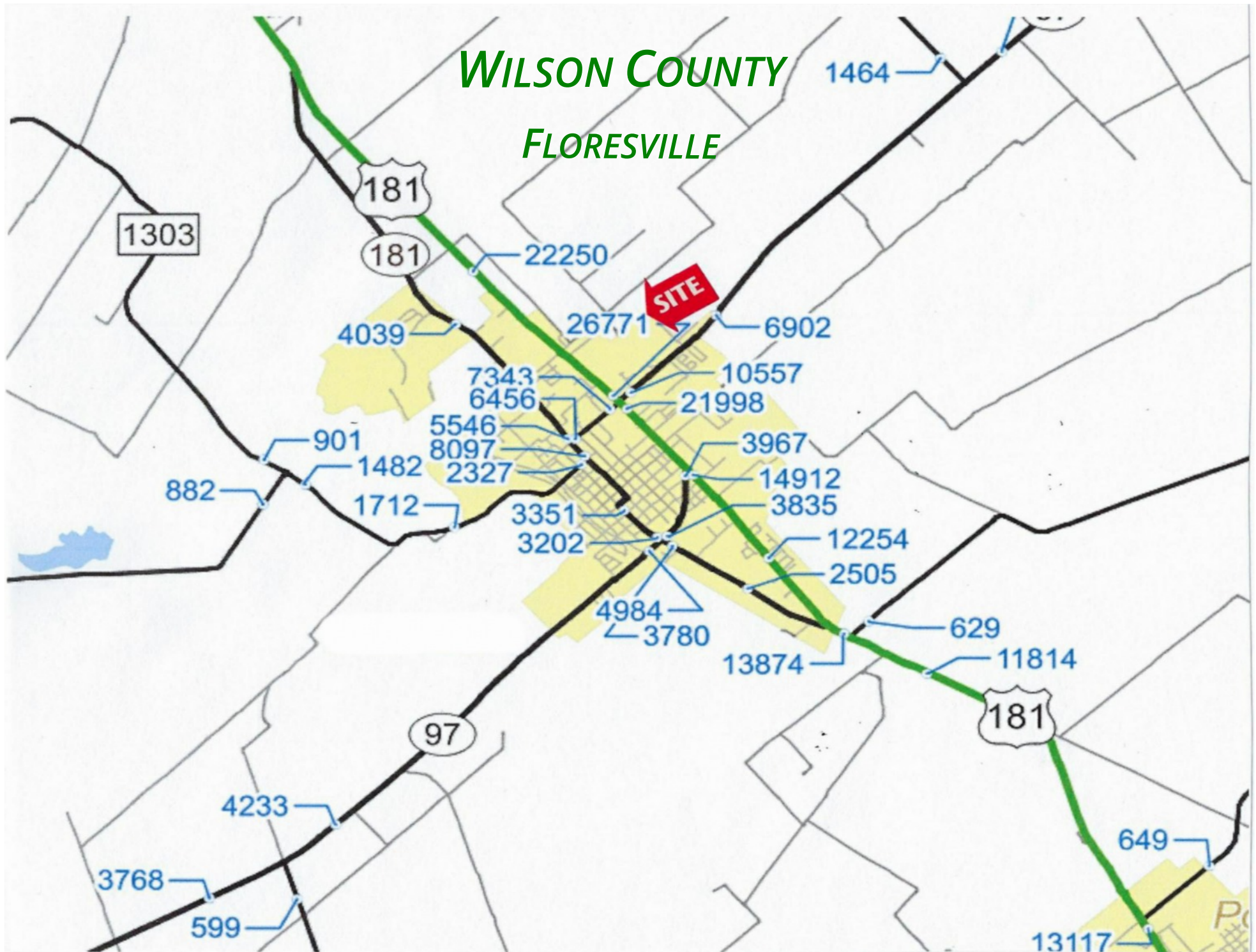


To Karnes City



# WILSON COUNTY

## FLORESVILLE





**TEXAS**  
State Sectional  
**AUSTIN REGION**

MAP #8001

Scale: 1" equals 18.6 miles

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## **TITLE ADVISE**

As required by law, Tenant/Buyer are advised to have the abstract covering the property examined by an attorney of their own selection or obtain a lease hold owner's policy of title insurance (Tenant) or a policy of title insurance. (Buyer)

## **AMERICANS WITH DISABILITIES ACT DISCLOSURE**

The United States Congress has enacted the Americans With Disabilities Act. Among other things, this act is intended to make many business establishments equally accessible to persons with a variety of disabilities: modifications to real property may be required. State and local laws also may mandate changes. The real estate brokers in this transaction are not qualified to advise you as to what, if any, changes may be required now, or in the future. Owners and Tenants should consult the attorneys and qualified design professionals of their choice for information regarding these matters. Real estate brokers cannot determine which attorneys or design professionals have the appropriate expertise in this area.

## **SALE/LEASE HAZARDOUS MATERIALS DISCLOSURE**

Various construction materials may contain items that have been or may, in the future, be determined to be hazardous (toxic) or undesirable and may need to be specifically treated/handled or removed. For example, some transformers and other electrical components contain PCB's, and asbestos has been used in components such as fire-proofing, heating and cooling systems, air duct insulation, spray-on and tile acoustical materials, linoleum, floor tiles, roofing, dry wall and plaster. Due to prior or current uses of the Property or uses in the area, the Property may have hazardous or undesirable metals, minerals, chemicals, hydrocarbons, or biological or radioactive items (including electric and magnetic fields) in soils, water, building components, above and below ground containers or elsewhere in areas that may or may not be accessible or noticeable. Such items may leak or otherwise be released. Real estate brokers have no expertise in the detection or correction of hazardous or undesirable items. Expert inspections are necessary. Current or future laws may require clean up by past, present and/or future owners and/or operators. It is the responsibility of the Seller/Lessor and Buyer/Tenant to retain qualified experts to detect and correct such matters and to consult with legal counsel regarding the Property.

**HEB HERTIAGE PLAZA  
925 10<sup>th</sup> STREET, FLORESVILLE, TX.**





# Information About Brokerage Services

*Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.*

## TYPES OF REAL ESTATE LICENSE HOLDERS:

- **A BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- **A SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

## A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

## A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

**AS AGENT FOR OWNER (SELLER/LANDLORD):** The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

**AS AGENT FOR BUYER/TENANT:** The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

**AS AGENT FOR BOTH - INTERMEDIARY:** To act as an intermediary between the parties the broker must first obtain the written agreement of *each party* to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
  - that the owner will accept a price less than the written asking price;
  - that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
  - any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

**AS SUBAGENT:** A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

## TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

**LICENSE HOLDER CONTACT INFORMATION:** This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

Licensed Broker /Broker Firm Name or Primary Assumed Business Name	License No.	Email	Phone
Designated Broker of Firm	License No.	Email	Phone
Licensed Supervisor of Sales Agent/ Associate	License No.	Email	Phone
Sales Agent/Associate's Name	License No.	Email	Phone

Buyer/Tenant/Seller/Landlord Initials

Date



1 FLOOR PLAN  
1/4" = 1'-0"



**EXHIBIT A**

<p><b>THIS PLAN AND THE DESIGN</b> CONTAIN INFORMATION THAT MAY BE USED BY ANY PERSON WITHOUT WRITTEN CONSENT FROM LACE DESIGN.</p> <p>LACE DESIGN IS A PROFESSIONAL FIRM AND IS NOT AN ENGINEERING FIRM. IT DOES NOT PROVIDE ENGINEERING SERVICES. ANY ENGINEERING SERVICES ARE PROVIDED BY A LICENSED PROFESSIONAL ENGINEER AND CONSULT TO DESIGN WORK.</p> <p>LACE DESIGN IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF LACE DESIGN.</p> <p>LACE DESIGN IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF LACE DESIGN.</p>		<p><b>LACE DESIGN</b> ARCHITECTURAL PLANNING &amp; INTERIOR DESIGN LACEY LUTZ, CEO REGISTERED ARCHITECT PLANNING, TX</p>	
<p><b>PROJECT INFORMATION</b></p> <p>Project Name: 21030</p> <p>Date: 03.24.21</p> <p>Drawn by: LAE</p> <p>Checked by: C. H. Carter</p>		<p><b>THIS PLAN AND THE DESIGN</b> CONTAIN INFORMATION THAT MAY BE USED BY ANY PERSON WITHOUT WRITTEN CONSENT FROM LACE DESIGN.</p> <p>LACE DESIGN IS A PROFESSIONAL FIRM AND IS NOT AN ENGINEERING FIRM. IT DOES NOT PROVIDE ENGINEERING SERVICES. ANY ENGINEERING SERVICES ARE PROVIDED BY A LICENSED PROFESSIONAL ENGINEER AND CONSULT TO DESIGN WORK.</p> <p>LACE DESIGN IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF LACE DESIGN.</p> <p>LACE DESIGN IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF LACE DESIGN.</p>	



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## MEMORANDUM

**To:** Executive Committee

**From:** Adrian Lopez, WSA CEO

**Presented by:** Andrea Guerrero-Guajardo, PhD, MPH

**Date:** June 4, 2021

**Subject:** Local Plan Update

---

**Summary:** This item is to provide an update on the progress of the implementation of the 2021-2024 Local Plan.

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. The work plan includes specific steps toward development of the Sector-Based Partnership model including dissemination of economic and workforce analysis detailing target sectors, industries, and occupations, development of expertise of WSA team and embedding sector-based concepts existing work, and the development data indicators, associated activities, and outcome metrics.

Next steps include the implementation of a IT/cybersecurity focused pilot, planning and implementation of a launch meeting, and plans for sustainability.



# Local Plan Progress

Andrea Guerrero-Guajardo, PhD, MPH



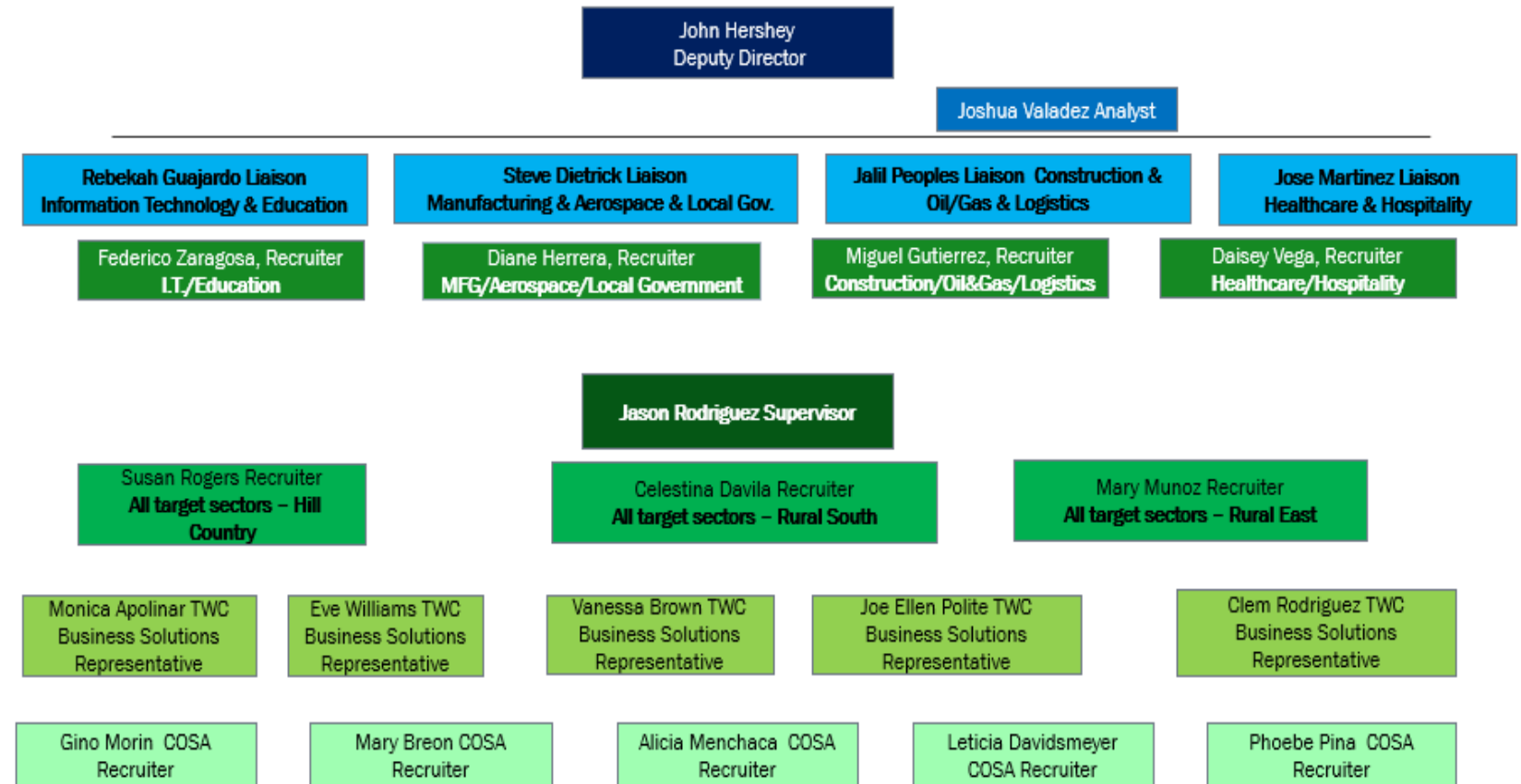
# Local Plan Implementation

- Step 1:
  - Economic and workforce analysis to define target sectors, industries, and occupations
  - Establish WSA as a convener
  - Dissemination of the WSA vision across sectors
- Step 2: Develop expertise of WSA team and embed SB theories into existing work
  - BSU Reorganization
  - Program Talent Pipelines
- Step 3:
  - Develop data indicators, associated activities, and outcome metrics
  - IT/Cybersecurity pilot
- Step 4: Launch Meeting/Execution
- Step 5: Sustainability



# Increase capacity and expertise of WSA Team

## Workforce Solutions Alamo - Business Solutions Team



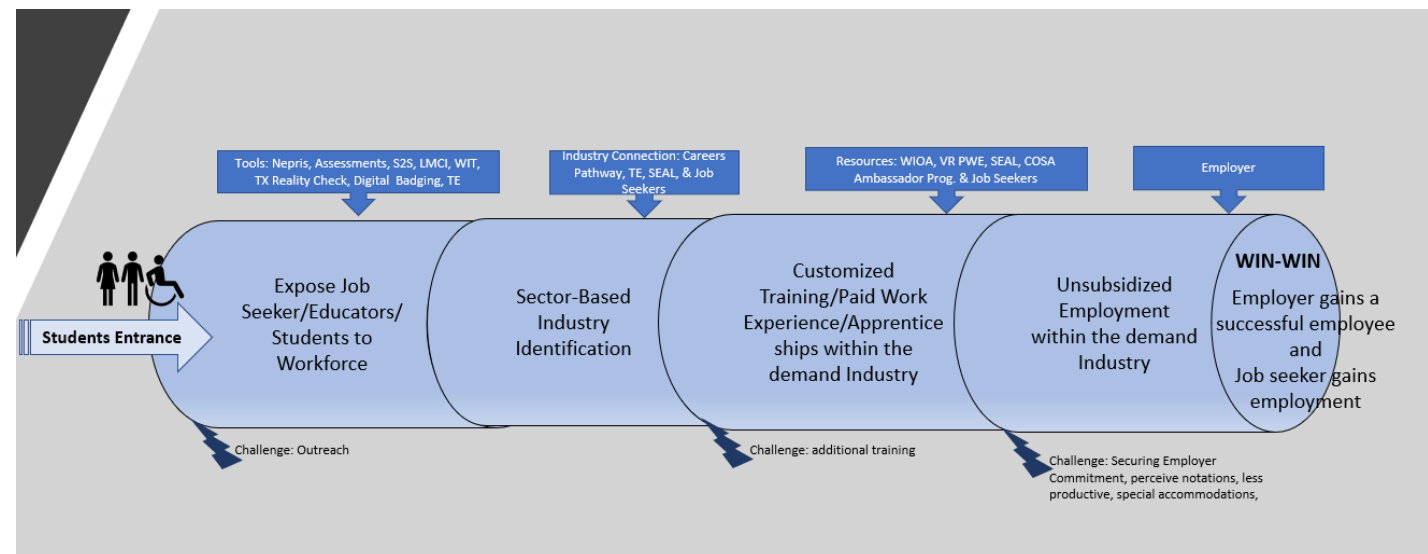


# Program Talent Pipelines



## Youth Talent Pipeline Management Ages 16-24

High School	HSE Providers	Training Providers	Employers	Outcomes
<ul style="list-style-type: none"> <li>Seniors entering Technical/Vocational Training</li> <li>Sector Based Educational Partners</li> <li>School District's CTE Programs</li> </ul>	<ul style="list-style-type: none"> <li>Strategic HSE Providers</li> <li>HSE providers with high graduation rates</li> </ul>	<ul style="list-style-type: none"> <li>ETPL Providers that are not placed on D-List.</li> <li>Education and training analysis and communication</li> <li>Providers that are willing to participate in the development of students after completion of certifications</li> </ul>	<ul style="list-style-type: none"> <li>New or enhanced employer partnerships</li> <li>Identifying employer needs</li> <li>Upskilling of incumbent workers</li> <li># of credential, certificates, or other education and training</li> <li>Having decision makers at roundtable discussions: CEO, VP, HR Manager, Recruiters</li> </ul>	<ul style="list-style-type: none"> <li>Job placements</li> <li>Wage data</li> <li>Increased retention</li> <li>Career pathway advancement</li> <li>Self-sufficiency and personal stability</li> </ul>





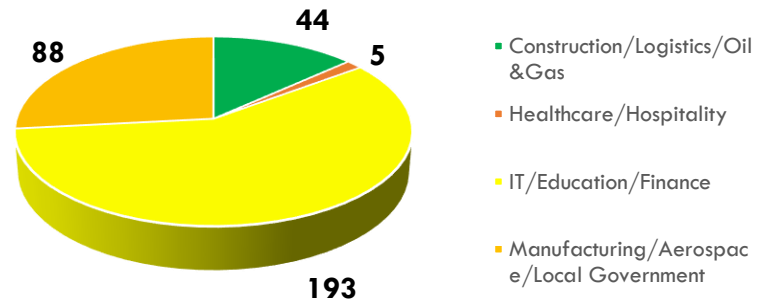
# Existing and Proposed Data Collections

- Employer Partnerships
- Activities/Hiring Events/Job Fairs
- Job Postings: Staff Created and HWOL
- UI Claimants
- MOUs and Data Sharing Agreements
- Program Participants Enrolled
- Program Participants Graduated/Completed
- Program Participants Placement

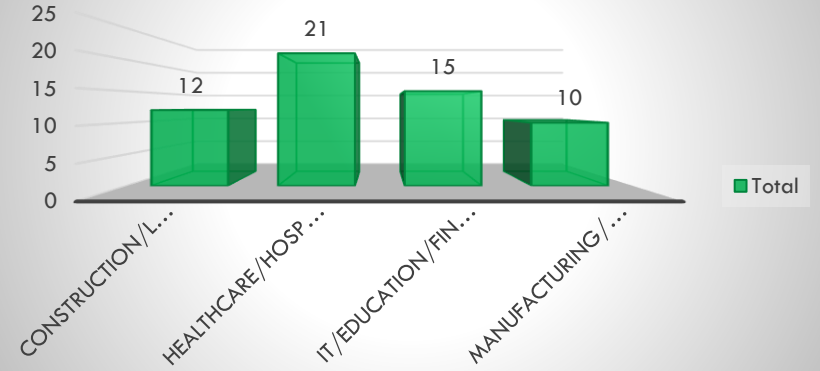


# Preliminary Data

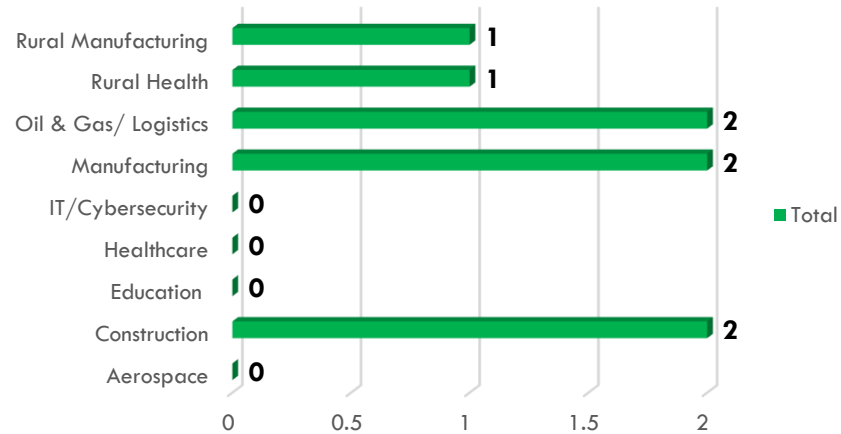
## Employer Partnerships



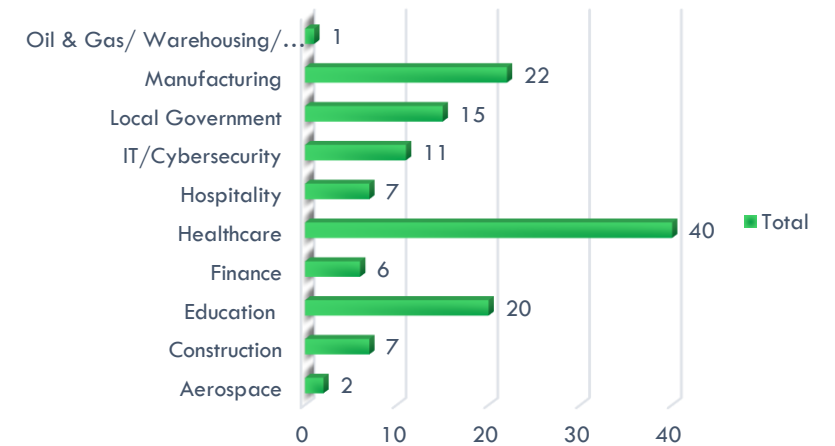
## Staff Created Job Postings



## Job Fairs/Hiring Events Held



## Current Agreements and Contracts







What are the most critical competency requirements per sector?



What are the most critical credential requirements per sector?  
Are they required or preferred?



What is the level of work experience that will be included in the analysis?



What is the frequency in which the skills or competencies are applied on the job?



What other requirements are important to employers?



What are the career pathways for target occupations?

## Employer Survey Data Collection



# Next Steps

- Launch Meeting
  - Engage business leaders and key stakeholders
  - Affirm shared priorities
  - Business leaders and key stakeholders commit to specific next steps
  - Create space for non-employer organizations to identify roles in the model
  - Distribution of executive summary and create plan for continued engagement
- Sustainability
  - Companies/employers, education and training partners, workforce and economic developers recognize value of sector-based partnerships as an opportunity for:
    - Collective solutions and shared costs
    - Expedited understanding of industry needs and career pathways
    - Access to data and other resources
  - Ongoing evaluation and assessment, reaffirmation of the shared priorities, and 2-year Local Plan modification



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## MEMORANDUM

**To:** Workforce Solutions Alamo Board

**From:** Adrian Lopez, WSA CEO

**Presented by:** Latifah Jackson, Director of Contracting and Procurement

**Date:** June 4, 2021

**Subject:** Small, Minority, Woman, and Veteran Owned Business Enterprises (SMWVBE)

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### 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). The Board of Director's is considering this action to encourage active SWMVBE participation in active procurement promote and encourage competitive procurement process.

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 procured 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.

The high-level proposed changes of the policy are:

- Solicit to a minimum of 2 SMWVBES for any purchase \$3,000 or greater.
- Join the South Central Texas Regional Certification Agency (SCTRCA)
- Participate in outreach efforts to the SMWVBE Community



In efforts of consistency WSA staff are recommending the following modifications to the Procurement Policy.

Purchase Type	Dollar Amount	Requirements
Non competitive	Less than \$500	1 written quote
Micro	\$1,000 - \$2,999	2 written quotes
Informal	\$3,000 - \$149,999	3 formal quotes of which 2 SMWVBE must be solicited
Formal	\$150,000 and up	see Purchasing Dept. – formal solicitation required

**Analysis:** Analyzed other government agencies procurement policies in the City of San Antonio. TWC thresholds below:

MINIMUM REQUIREMENTS FOR SPD DELEGATED PURCHASES*								
Contract Value	Purchases of Goods**	Purchases of Services**	Direct Publication Purchases	Perishable Goods Purchases	Distributor Purchases	Fuel, Oil and Grease Purchases	Internal Repair	Emergency Purchases**
\$0.00 to \$5,000.00	Competitive Process Not Required PCC E	Competitive Process Not Required PCC E	Competitive Process Not Required PCC K	Competitive Process Not Required PCC L	Competitive Process Not Required PCC M	Competitive Process Not Required PCC P	Competitive Process Not Required PCC E	Competitive Process Not Required PCC E
\$5,000.01 to \$25,000.00	Informal Competitive Solicitation PCC F	Informal Competitive Solicitation PCC Q	Competitive Process Not Required PCC K	Informal Competitive Solicitation PCC L	Informal Competitive Solicitation PCC M	Informal Competitive Solicitation PCC P	Informal Competitive Solicitation PCC Q	Informal Competitive Solicitation PCC Q
\$25,000.01 to \$50,000.00	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation PCC K	Formal Competitive Solicitation PCC L	Formal Competitive Solicitation PCC M	Formal Competitive Solicitation PCC P	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation When Possible PCC T
\$50,000.01 to \$100,000.00	Non-delegated PCC S	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation PCC K	Formal Competitive Solicitation PCC L	Formal Competitive Solicitation PCC M	Formal Competitive Solicitation PCC P	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation When Possible PCC T
Over \$100,000.00	Non-delegated PCC S	Non-delegated PCC S	Formal Competitive Solicitation PCC K	Formal Competitive Solicitation PCC L	Formal Competitive Solicitation PCC M	Formal Competitive Solicitation PCC P	Formal Competitive Solicitation PCC S	Formal Competitive Solicitation When Possible PCC T

**Recommendation:** Discussion and possible action to adopt the proposed changes to the Procurement Policy.



# Workforce Solutions Alamo SMWVBE REPORT

June 4, 2021







# Summary

Workforce Solutions Alamo's strategic plan to achieve the goal of establishing equal opportunity for all. 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.



# Certifications

HUB – Comptroller	SCTRCA	WSA
<ul style="list-style-type: none"> <li>• African American</li> <li>• Hispanic American</li> <li>• Asian American</li> <li>• Native American</li> <li>• Women</li> <li>• Service-Disabled Veteran</li> </ul>	<ul style="list-style-type: none"> <li>• African American</li> <li>• Hispanic American</li> <li>• Asian American</li> <li>• Native American</li> <li>• Women</li> <li>• Veteran</li> <li>• Disabled Individual</li> <li>• Minority</li> <li>• Emerging Small Business</li> <li>• Small Business</li> </ul>	<ul style="list-style-type: none"> <li>• African American</li> <li>• Hispanic American</li> <li>• Asian American</li> <li>• Native American</li> <li>• Women</li> <li>• Small Business</li> <li>• Veteran</li> </ul>

The SCTRCA has a MOU with the state that accepts its certified vendors as HUBs on the Comptroller Website.





# Goals

TWC Goals	WSA Proposed	WSA as of 4/30/2021
32.7% special trade / construction 23.6% professional services 24.6% other services 21.0% commodities	Aspirational Goal of 20%	35.87%

The Texas Workforce Commission has adopted the State's expenditure goals as its own.

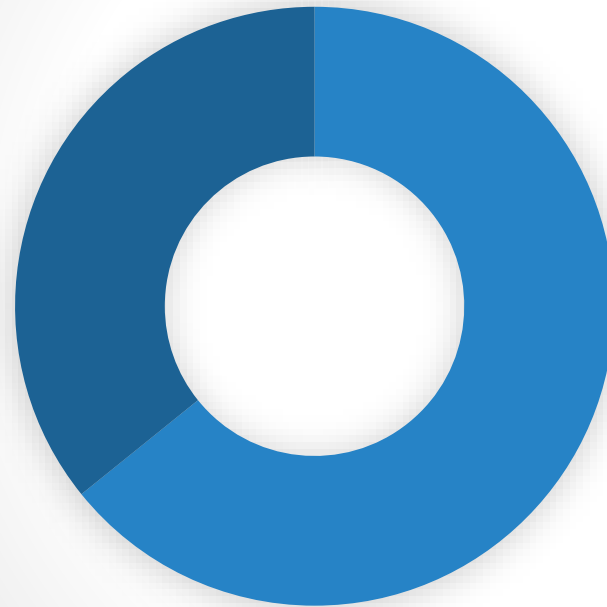




# Spend Analysis

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## WSA Spend for October 2020 – April 2021



36.5%

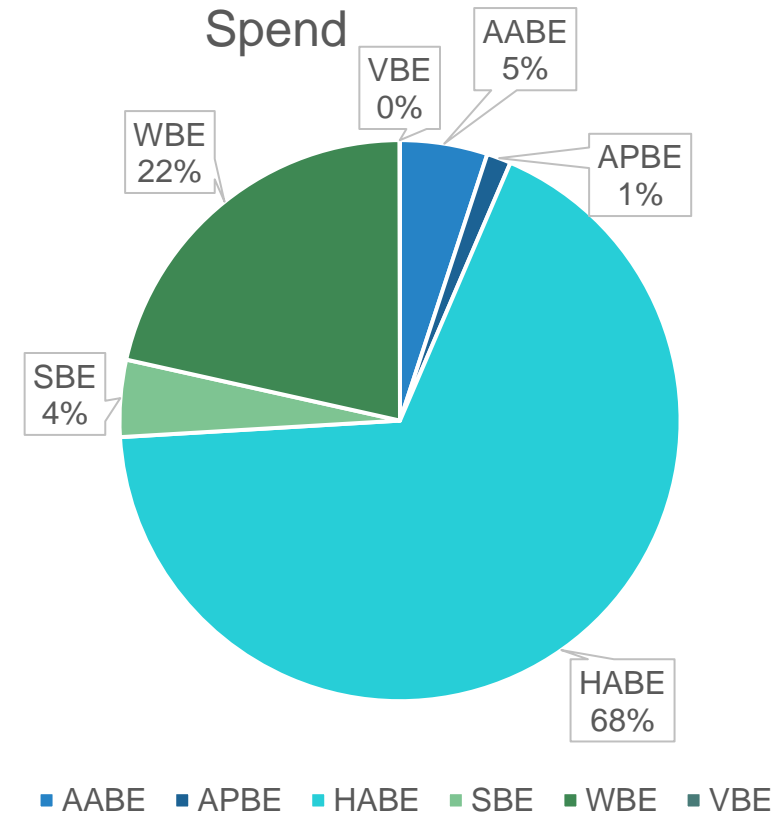
- Total Spend
- Total Spend SMWVBE



# Spend Analysis (cont.)

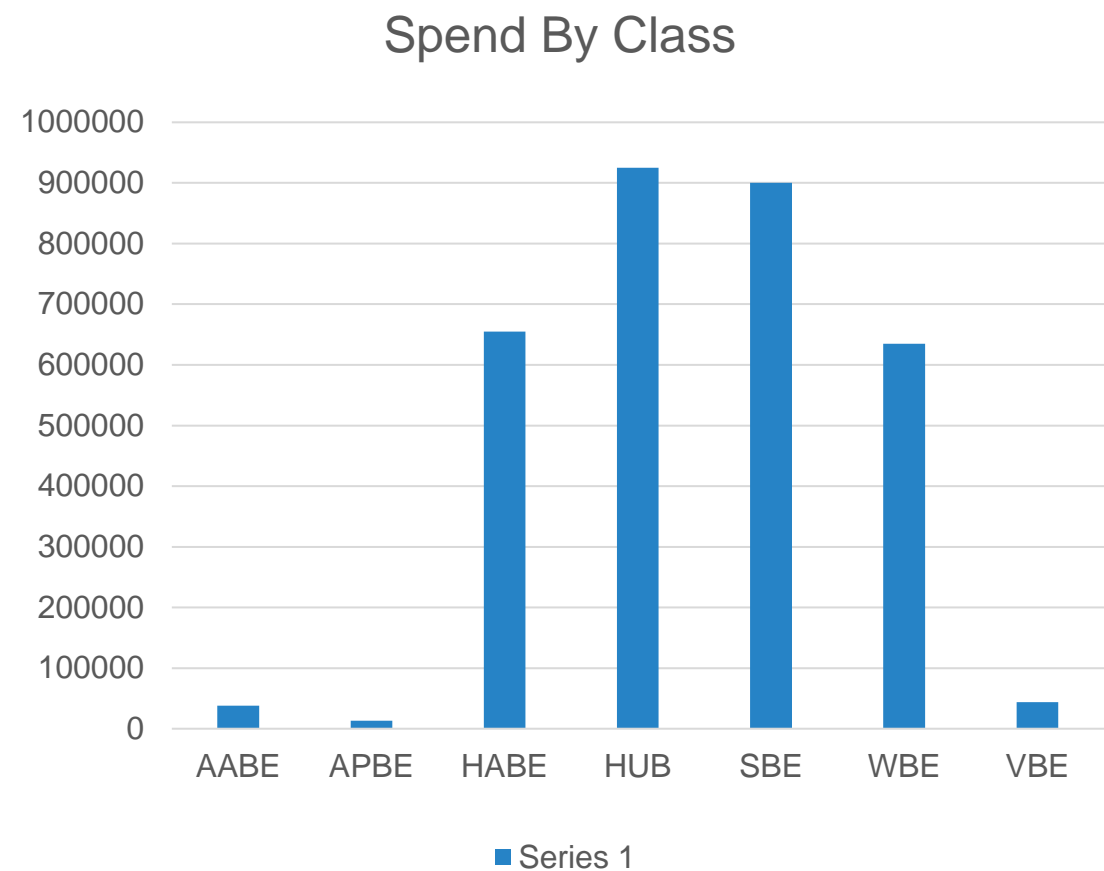
Certification Class	Dollar Value
AABE	\$48,738
APBE	\$13,513
HABE	\$654,591
SBE	\$42,913
WBE	\$207,986
VBE	\$234

Break Down of 36.5% SMWVBE Spend





# Spend Analysis (cont.)



Certification Class	Dollar Value	Percentage of Total Spend
AABE	\$48,738	1.84%
APBE	\$13,513	1.40%
HABE	\$654,951	24.71%
HUB	\$924,830	34.91%
SBE	\$900,027	33.97%
WBE	\$634,914	23.96%
VBE	\$43,864	1.66%







**Questions?**



## 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.



## Unemployment Insurance (UI) Claimants

Alamo Area

Data: Mar. 1, 2020 to May 08, 2021

*Published May 19, 2021*





# Information about the data

This 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.

**This report uses NEW Texas Workforce Commission (TWC) claimant data. TWC has made readjustments to the data to account for fraudulent claims and other instances.**

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

**The new TWC data are assumed to be more accurate.**

**The data readjustments may show different and lower numbers than those previously reported. Overall, the trends appear similar as those previously reported.**



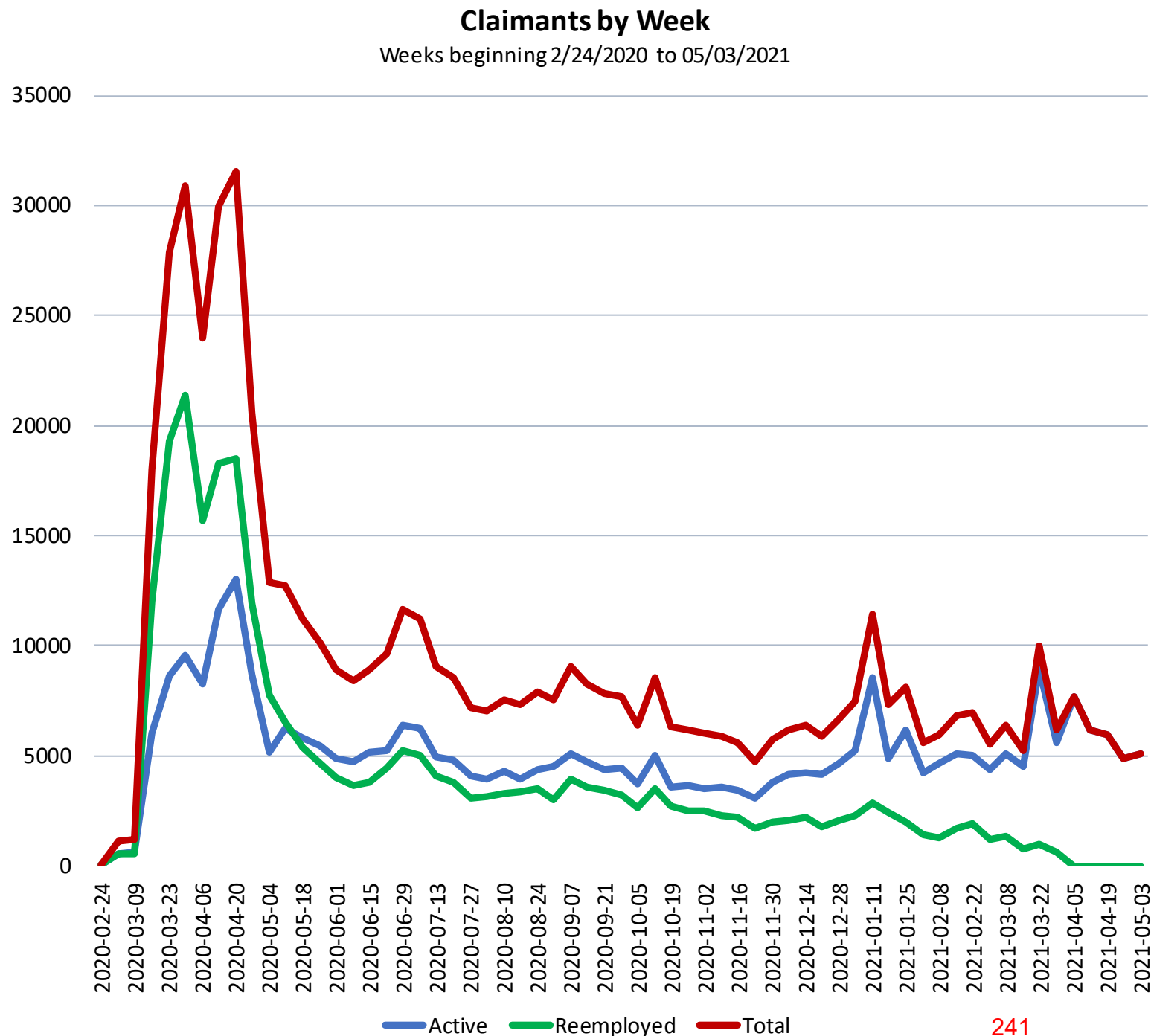
## Unemployment Insurance Claimant Data

*Published May 19, 2021*

This report is based on **332,273 total unique claimants** filing a claim from 03/01/2020 through 05/08/2021. Weekly claims show the following breakdown:

- Active Claimants: 328,397
- Returned to Work: 260,670
- % Reemployed: 44.3%

*Data counts unique claimants per week.*



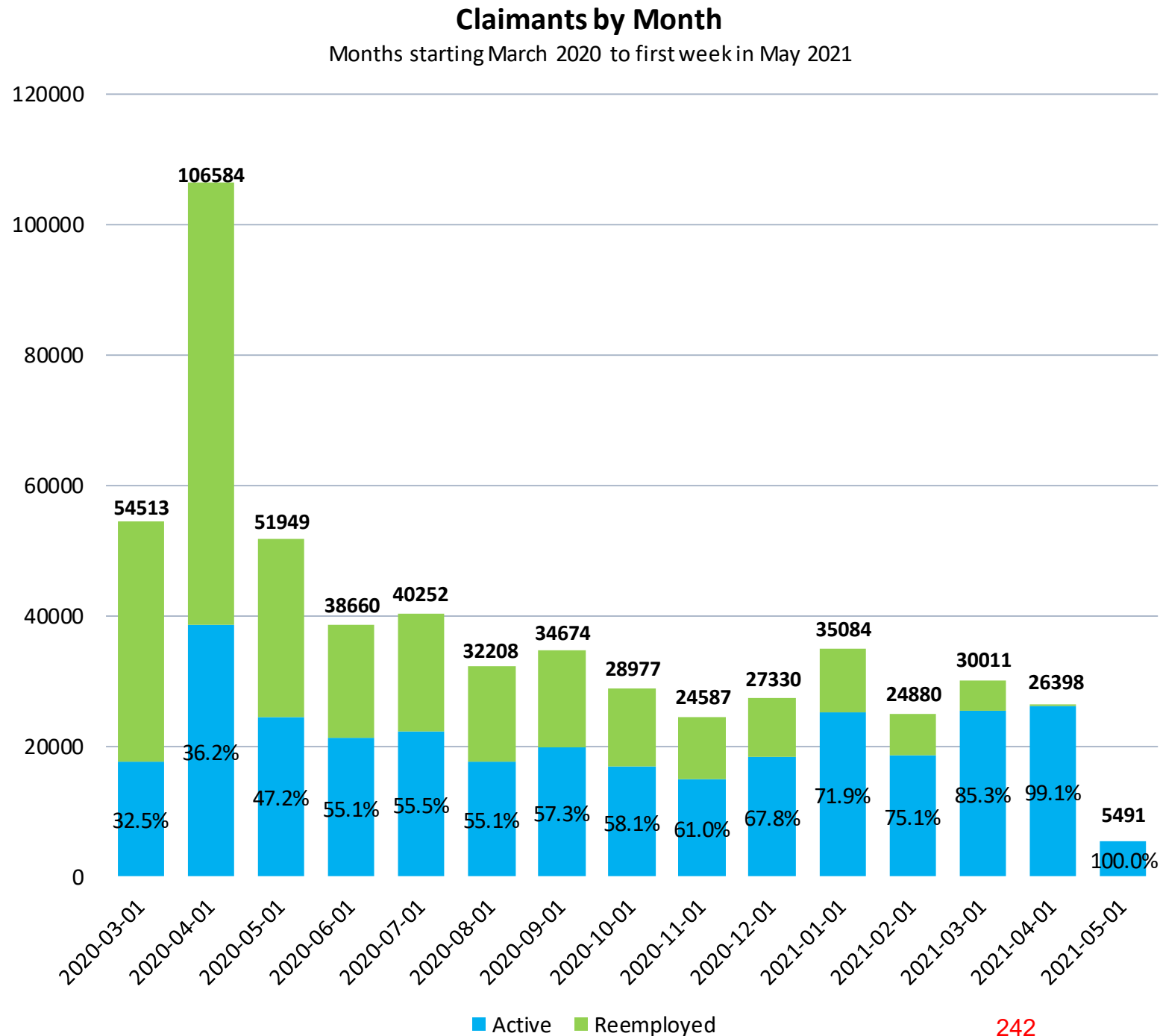


Unemployment Insurance  
Claimant Data  
*Published May 19, 2021*

About 17.0% of the 121,864 Claimants recorded this year have Returned to Work.

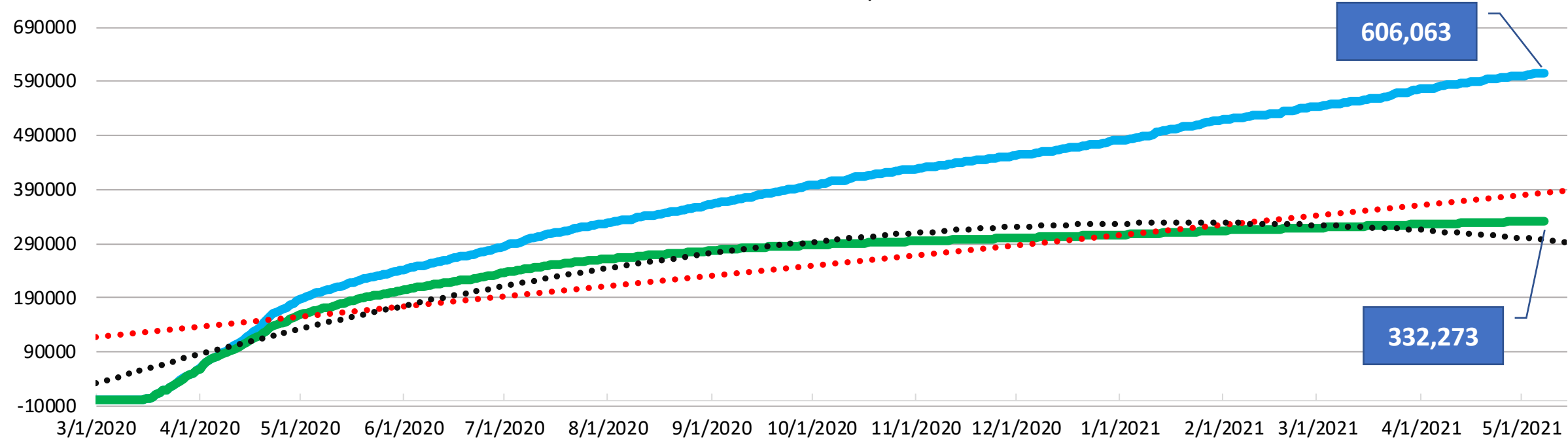
- Averaging around 27000, claims for the previous three months have been high.

*Data counts unique claimants per month.*





Duplicate Cumulative Claimants (Light Blue) / Unduplicated Claimants (Green)  
Polynomial Trendline (Dark Blue) / Linear Trendline (Red)  
Mar. 01, 2020 to May 08, 2021



## Unemployment Insurance Claimant Data

*Published May 19, 2021*

This graph shows two trends, unique claimants (in green) and duplicated claimants (in light blue).

*The data count unique and duplicate claimants by day.*



## Unemployment Insurance Claimant Data

*Published May 19, 2021*

66.3% of claimants excluding San Antonio reported the following cities as their place of residence.

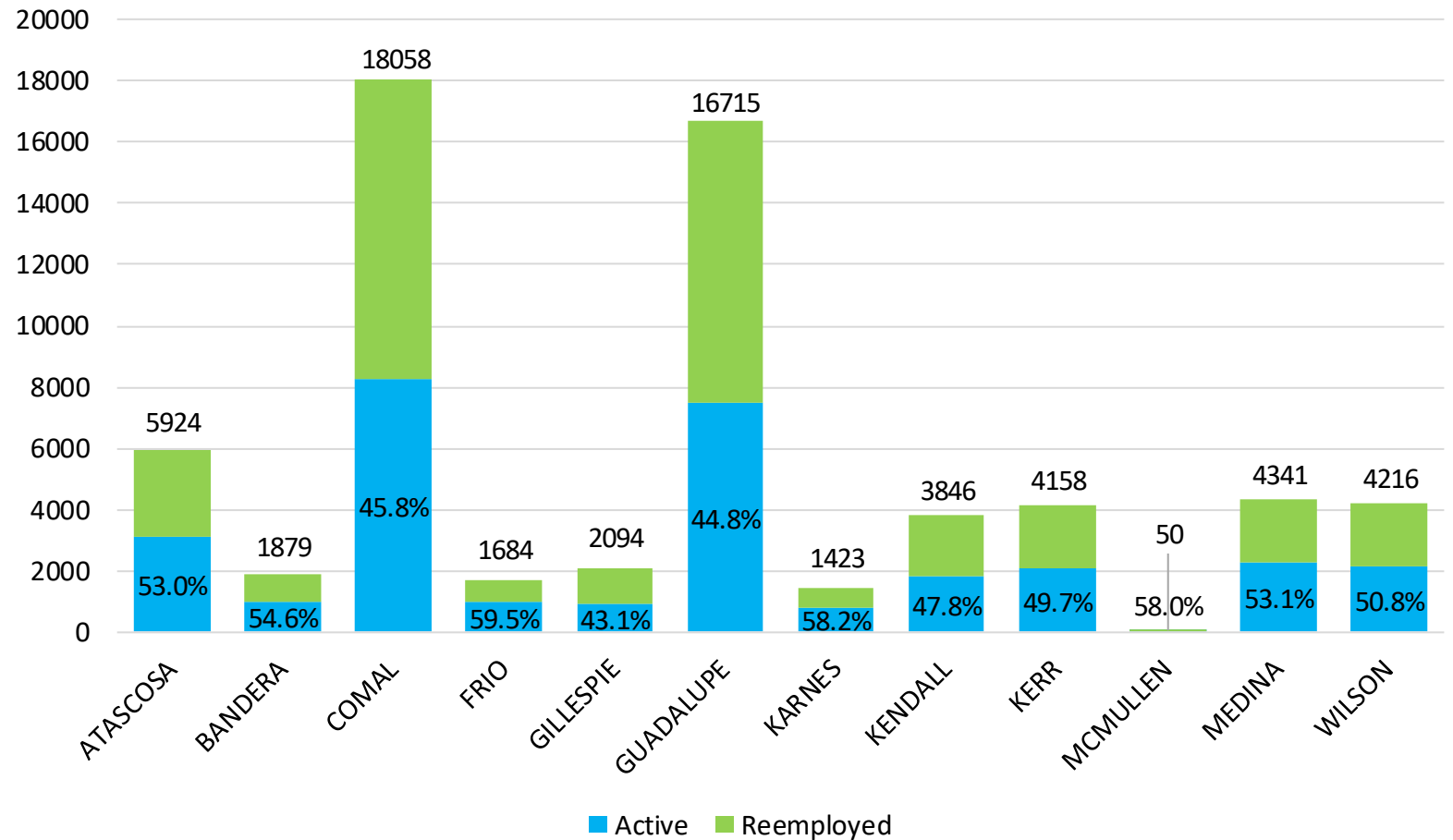
City	Active	Reemployed	Total	% Tot
NEW BRAUNFELS	6027	7805	13832	16.0%
CONVERSE	3710	3337	7047	8.2%
SEGUIN	2708	3447	6155	7.1%
SCHERTZ	1944	2199	4143	4.8%
BOERNE	1857	2034	3891	4.5%
KERRVILLE	1628	1645	3273	3.8%
CIBOLO	1463	1770	3233	3.7%
UNIVERSAL CITY	1355	1314	2669	3.1%
HELOTES	1181	1486	2667	3.1%
CANYON LAKE	1226	1073	2299	2.7%
FLORESVILLE	1136	1055	2191	2.5%
PLEASANTON	989	1022	2011	2.3%
LIVE OAK	974	957	1931	2.2%
FREDERICKSBURG	787	1035	1822	2.1%

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

**There have been approximately 64,388 Claimants in the rural counties, of which about 54.0% have returned to work and 31,029 are active.**

### Claimants by County of Residence

Mar. 1, 2020 to May 08, 2021

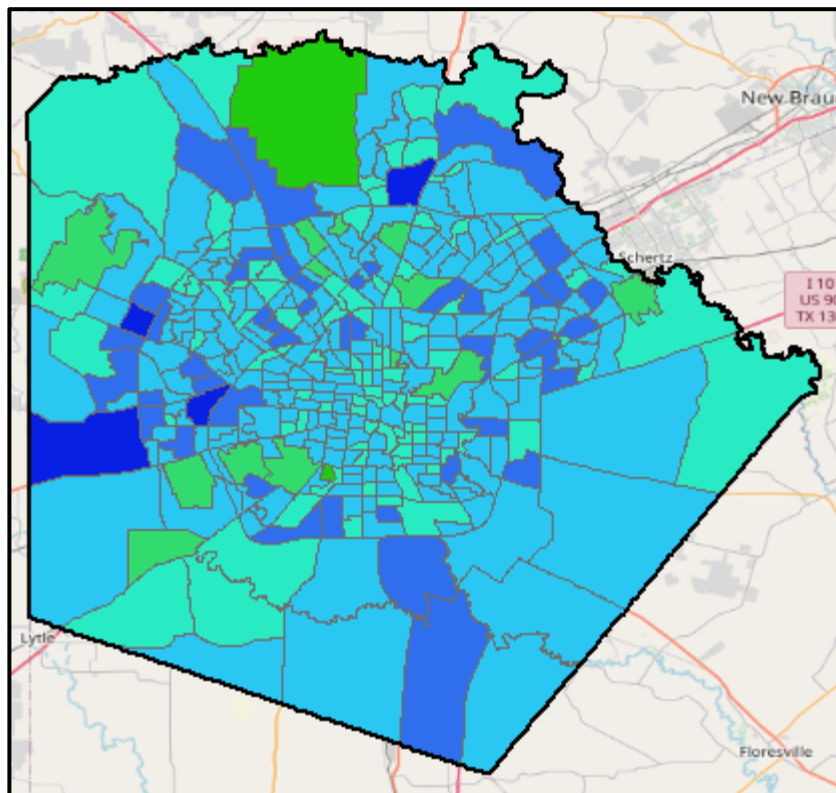




## Unemployment Insurance Claimant Data

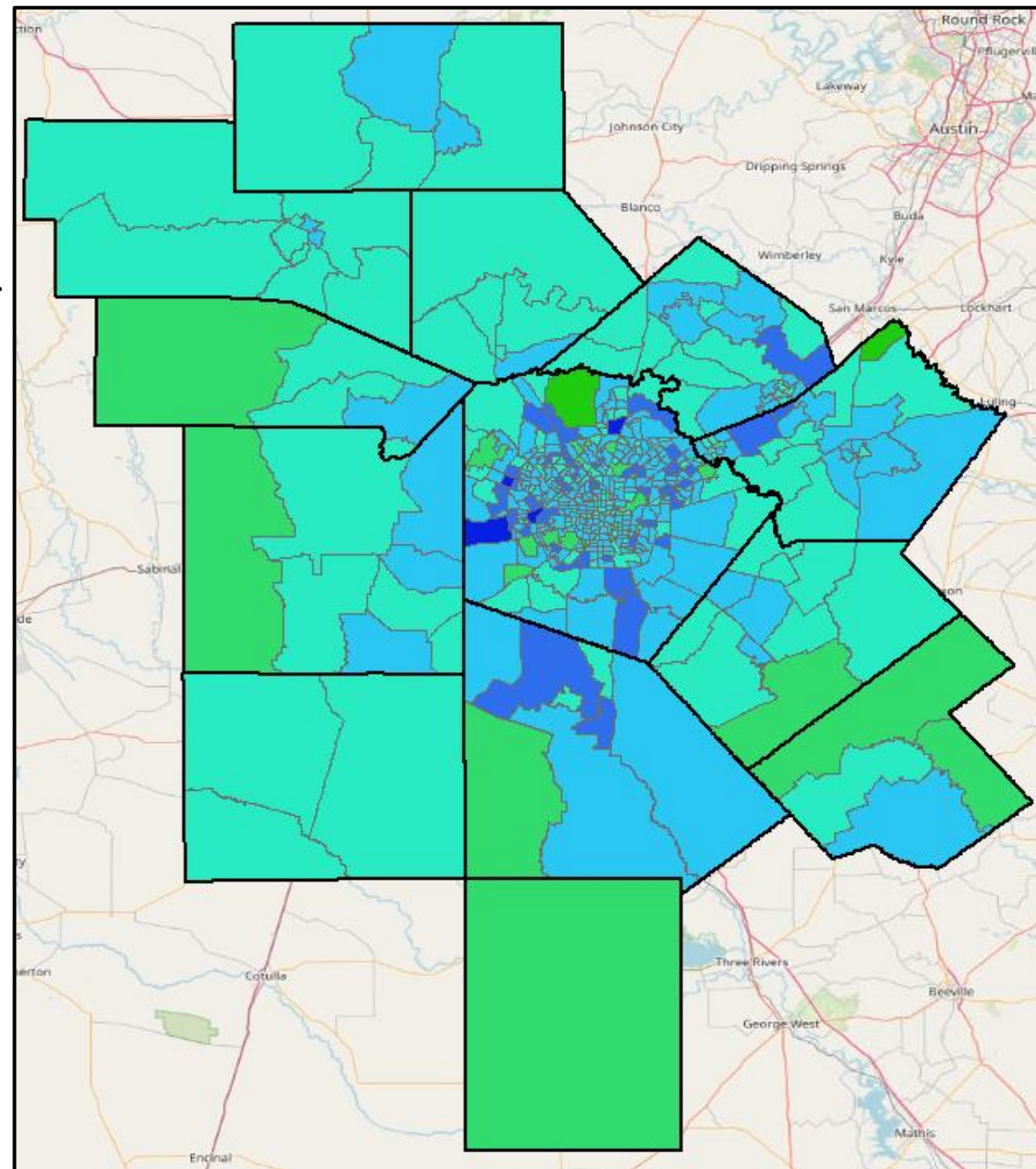
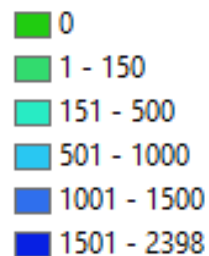
*Published May 19, 2021*

*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

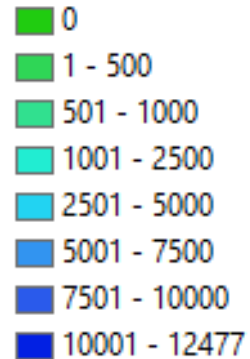
*Published May 19, 2021*

Claimants in the following  
zip codes account for  
46.2% of all claimants.

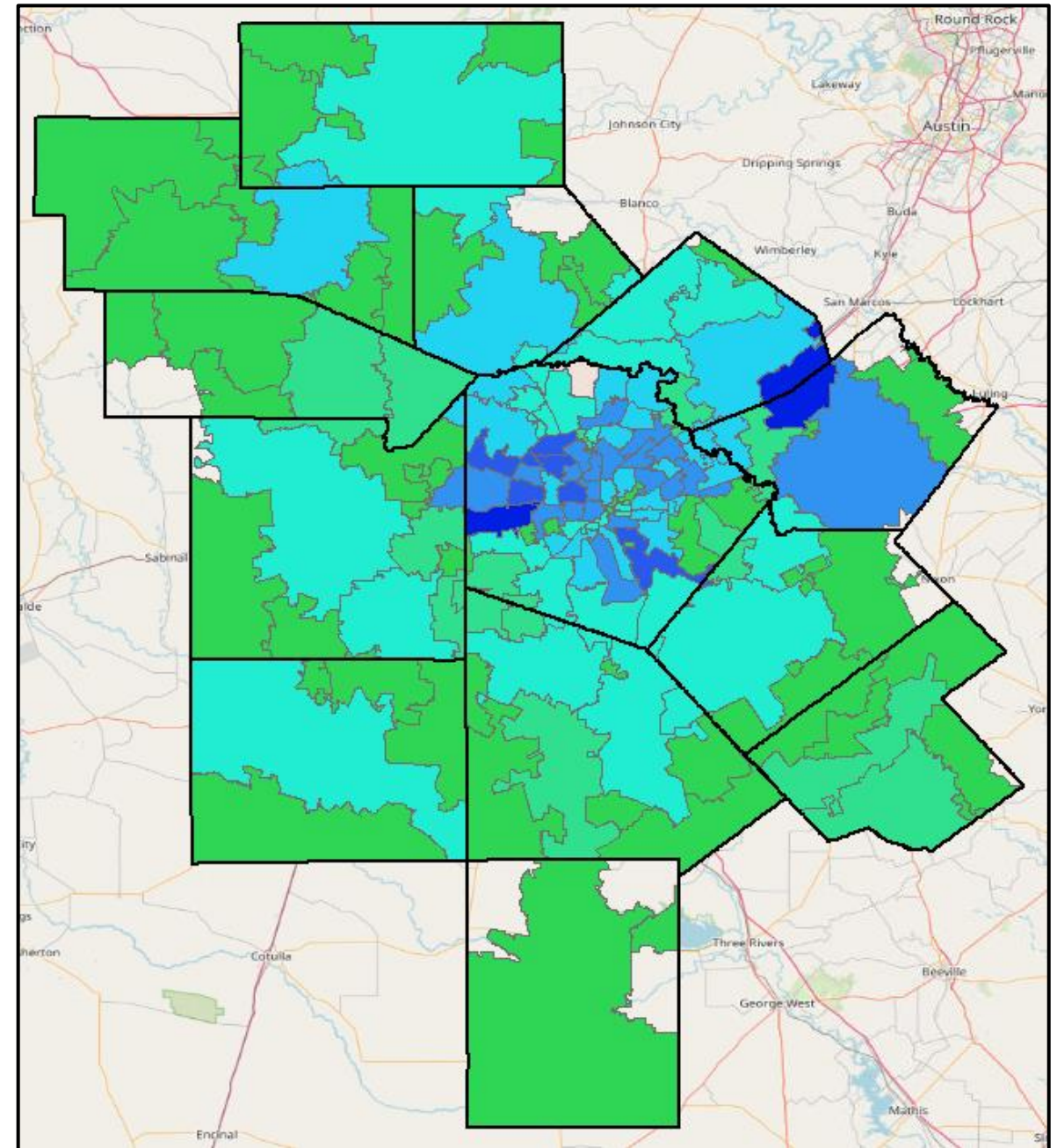
Zip	Active	Reemployed	Total	% Tot
78245	6240	6237	12477	3.8%
78130	4657	6052	10709	3.2%
78223	4591	3968	8559	2.6%
78254	3911	4640	8551	2.6%
78228	4640	3700	8340	2.5%
78251	4037	4252	8289	2.5%
78249	3852	4405	8257	2.5%
78240	4080	3952	8032	2.4%
78250	3578	3718	7296	2.2%
78233	3671	3498	7169	2.2%
78109	3745	3354	7099	2.1%
78253	3428	3604	7032	2.1%
78227	3873	3083	6956	2.1%
78207	4001	2806	6807	2.0%
78247	3072	3608	6680	2.0%
78216	3237	3177	6414	1.9%
78201	3443	2938	6381	1.9%
78213	3292	3088	6380	1.9%
78155	2663	3397	6060	1.8%
78230	2916	2991	5907	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.*





## Unemployment Insurance Claimant Data

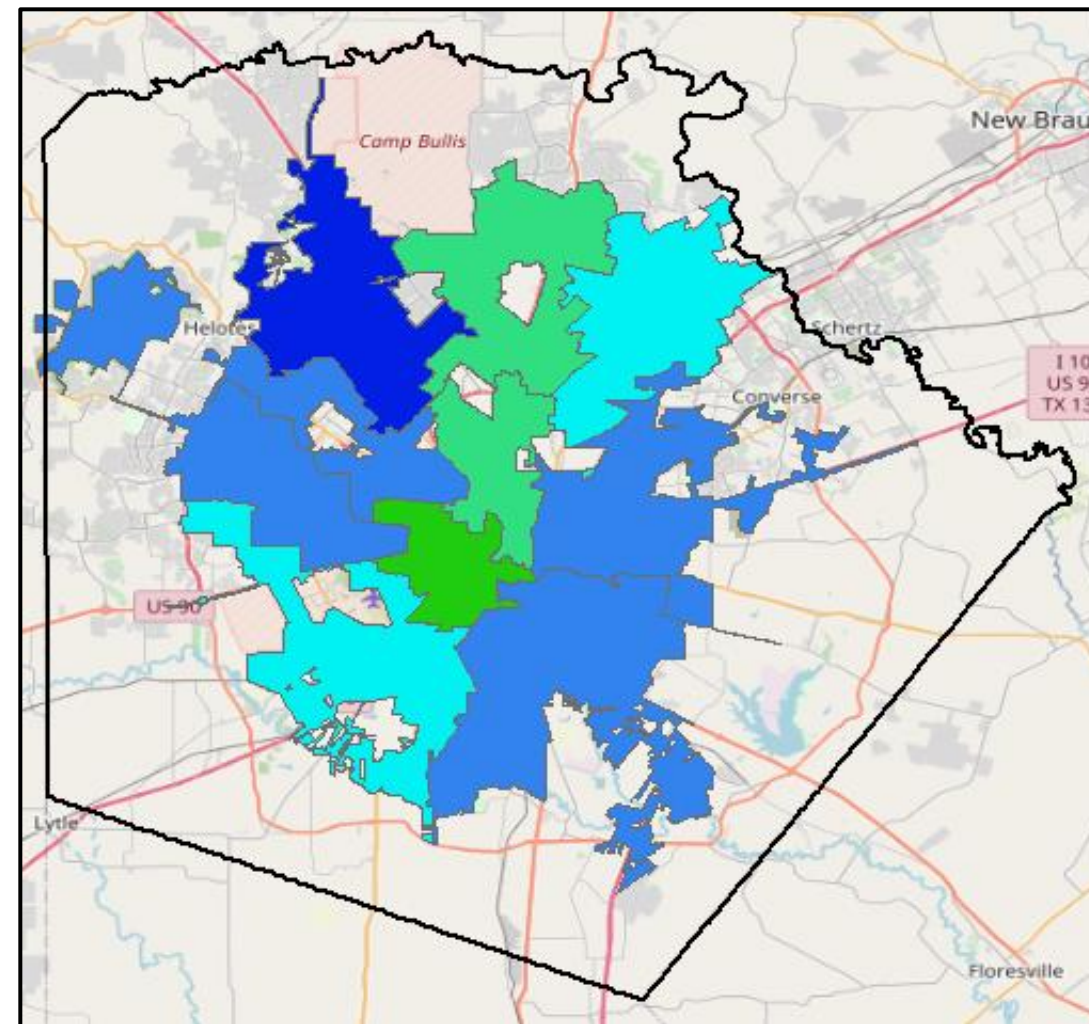
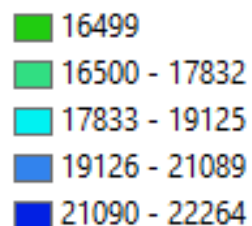
*Published May 19, 2021*

District	Claimants	% Tot
1	17832	9.2%
2	20777	10.7%
3	20243	10.4%
4	19125	9.8%
5	16499	8.5%
6	21089	10.8%
7	20169	10.4%
8	22264	11.4%
9	17650	9.1%
10	19102	9.8%

*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 194,750 geocoded addresses.





## Unemployment Insurance Claimant Data

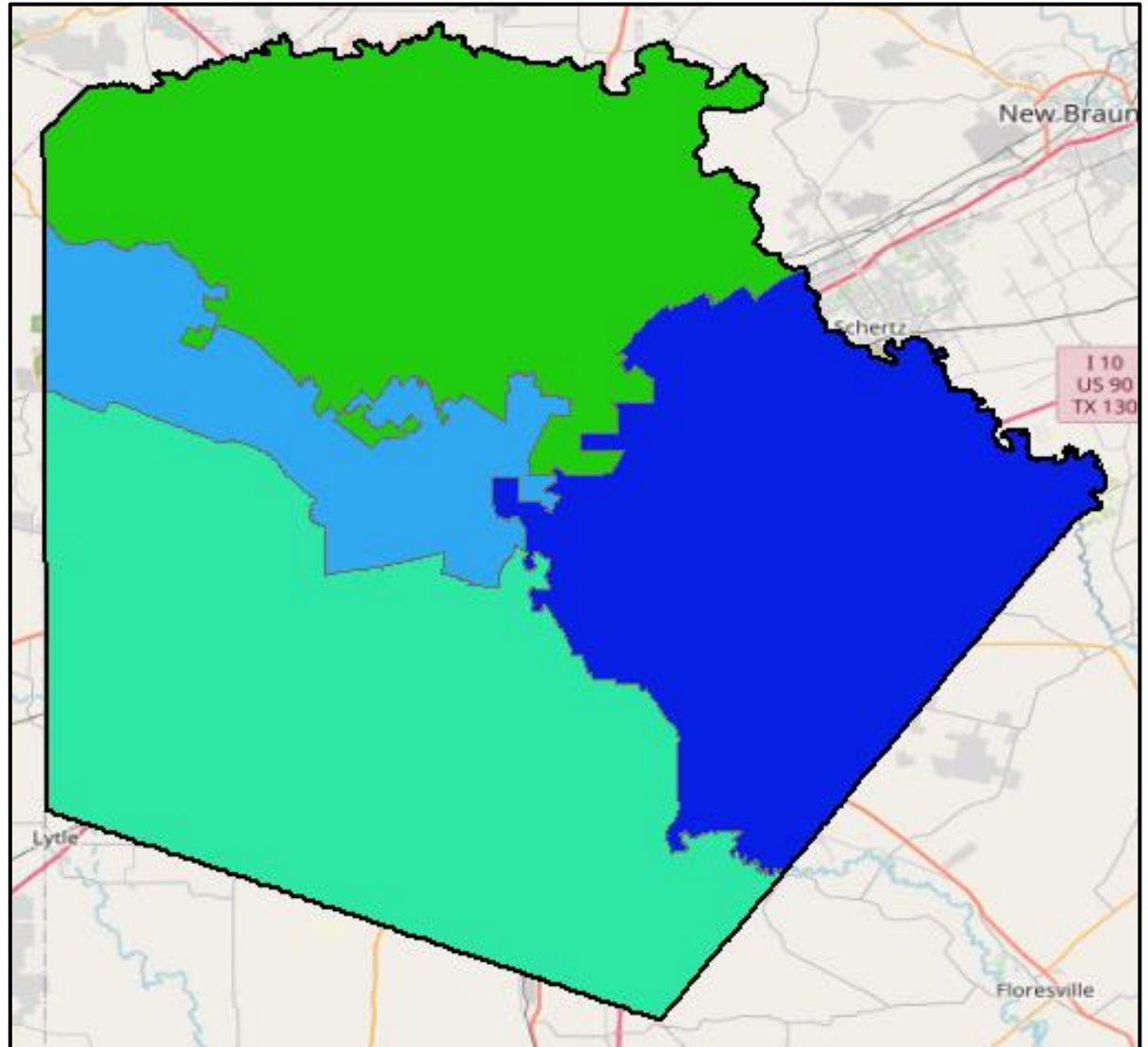
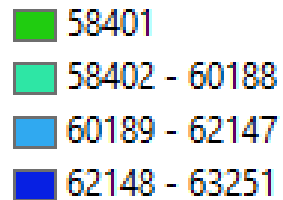
*Published May 19, 2021*

Precinct	Claimants	% Tot
1	60188	24.7%
2	62147	25.5%
3	58401	23.9%
4	63251	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 243,987 geocoded  
addresses.



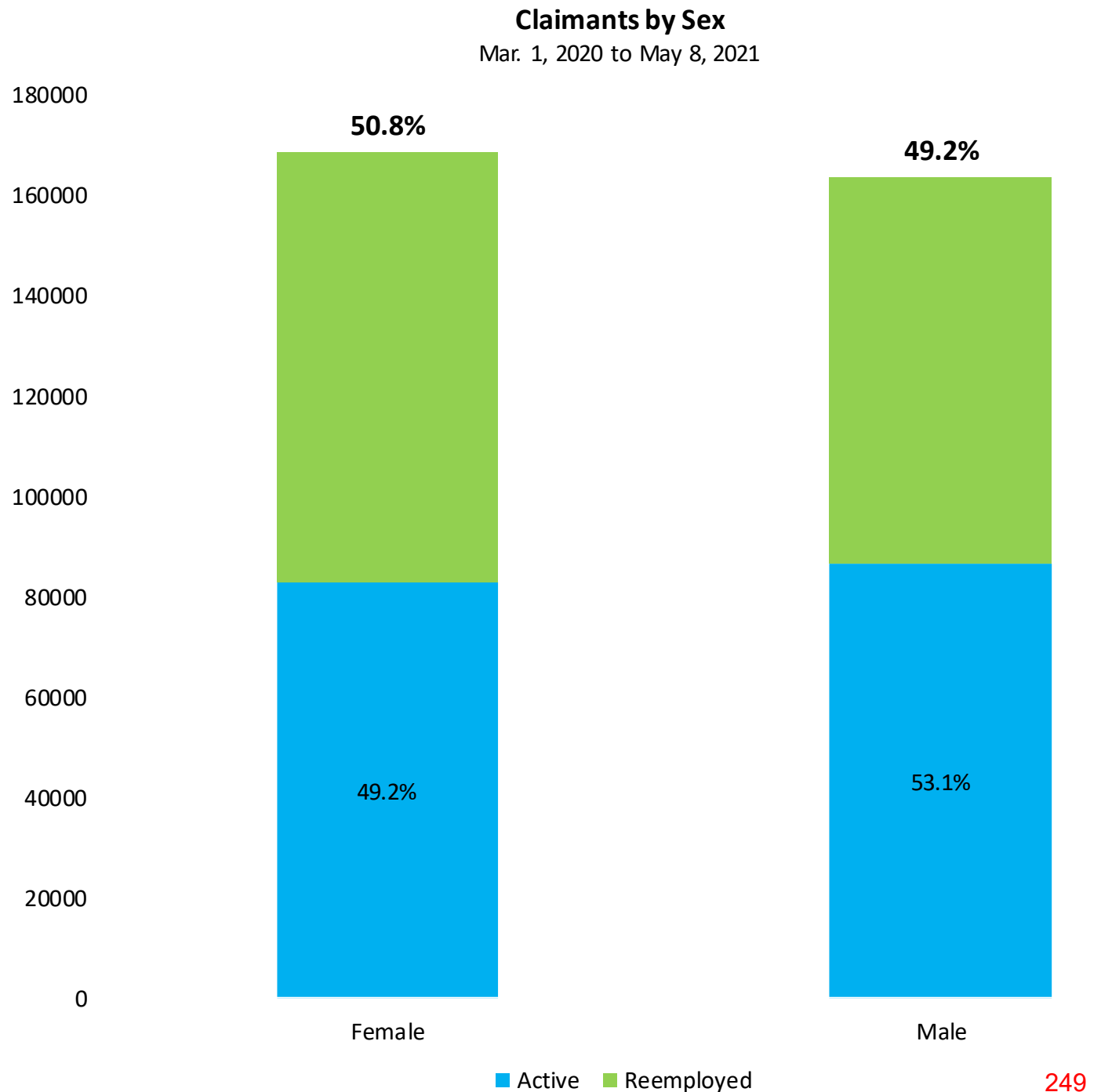


## Unemployment Insurance Claimant Data

*Published May 19, 2021*

- While more females than males have filed for unemployment (1.5% more females), the share of females (50.8%) returning to work after having filed for unemployment is greater than that of males (46.9%).

*Data count unique claimants  
with sex information.*



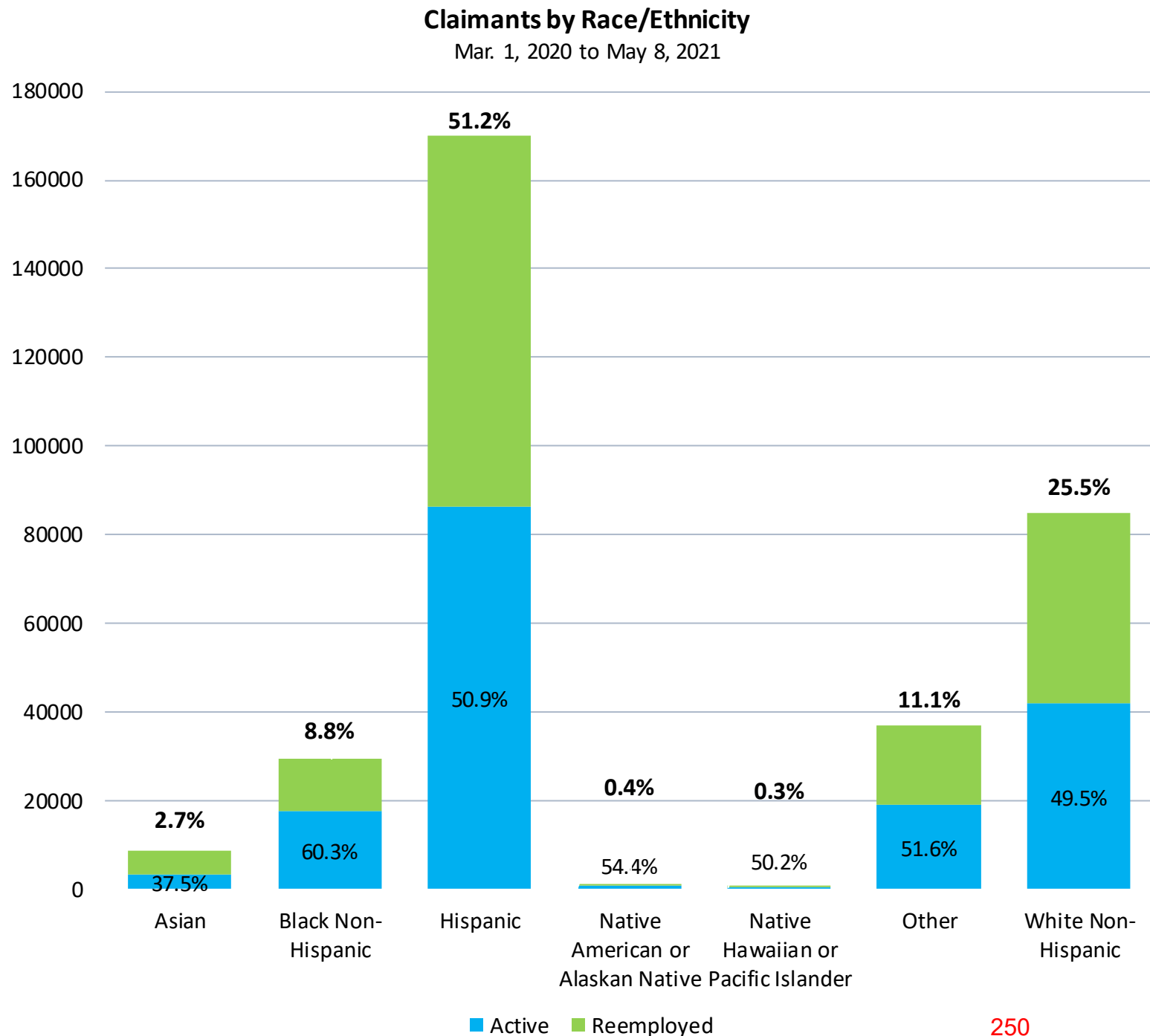


## Unemployment Insurance Claimant Data

*Published May 19, 2021*

- By far, Hispanics have borne the brunt of the pandemic, as they account for a little over half (51.2%) of all claimants.
- The shares of those returning to work varies substantially by race, as follows:
  - Asian 62.5%,
  - White 50.5%,
  - Hispanic 49.1%,
  - Black 39.7%.

*Data count unique claimants with race/ethnicity information.*





## Unemployment Insurance Claimant Data

*Published May 19, 2021*

Over a quarter of all claimants are workers ages 25-34 (27.4%). These are followed by workers ages <25 and 35-44 (both are at around 20% of all claimants).

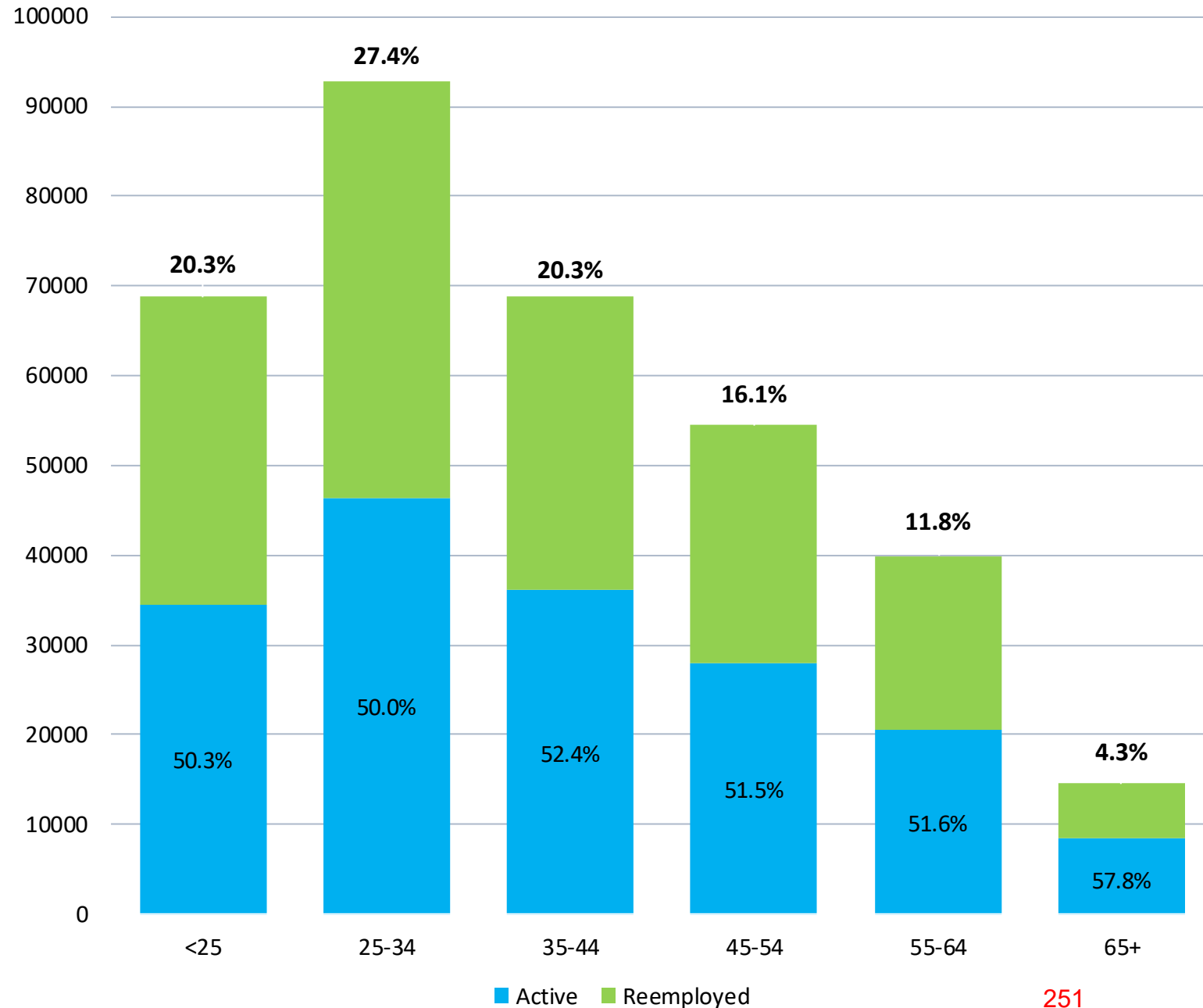
- The share of workers returning to work also varies by age, as follows:
  - 34 and younger: about 50%,
  - Ages 35-44: 47.6%,
  - Ages 45-64: about 48%,
  - Ages 65+: 42.2%.

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

Mar. 1, 2020 to May 8, 2021





# Unemployment Insurance Claimant Data

*Published May 19, 2021*

Claimants with lower educational attainment have been impacted most by the pandemic where 85.9% have Some College or Less, and 64.4% have a HS/Equivalency Diploma or less.

Those with a HS/Equivalency or less have also returned to work the least:

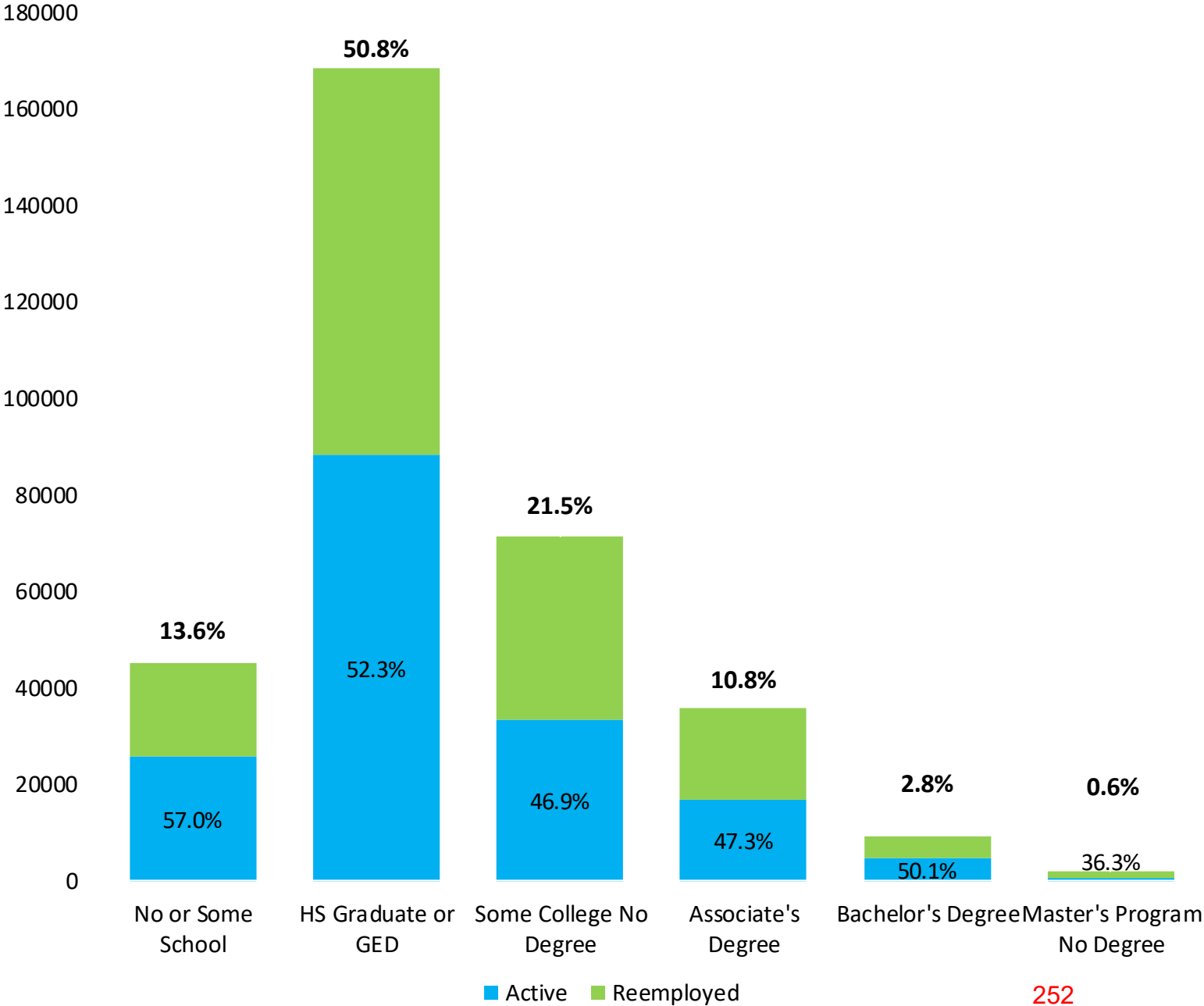
- HS/Equivalency: 47.7%,
- < HS/Equivalency: 43.0%.

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

Mar. 1, 2020 to May 8, 2021





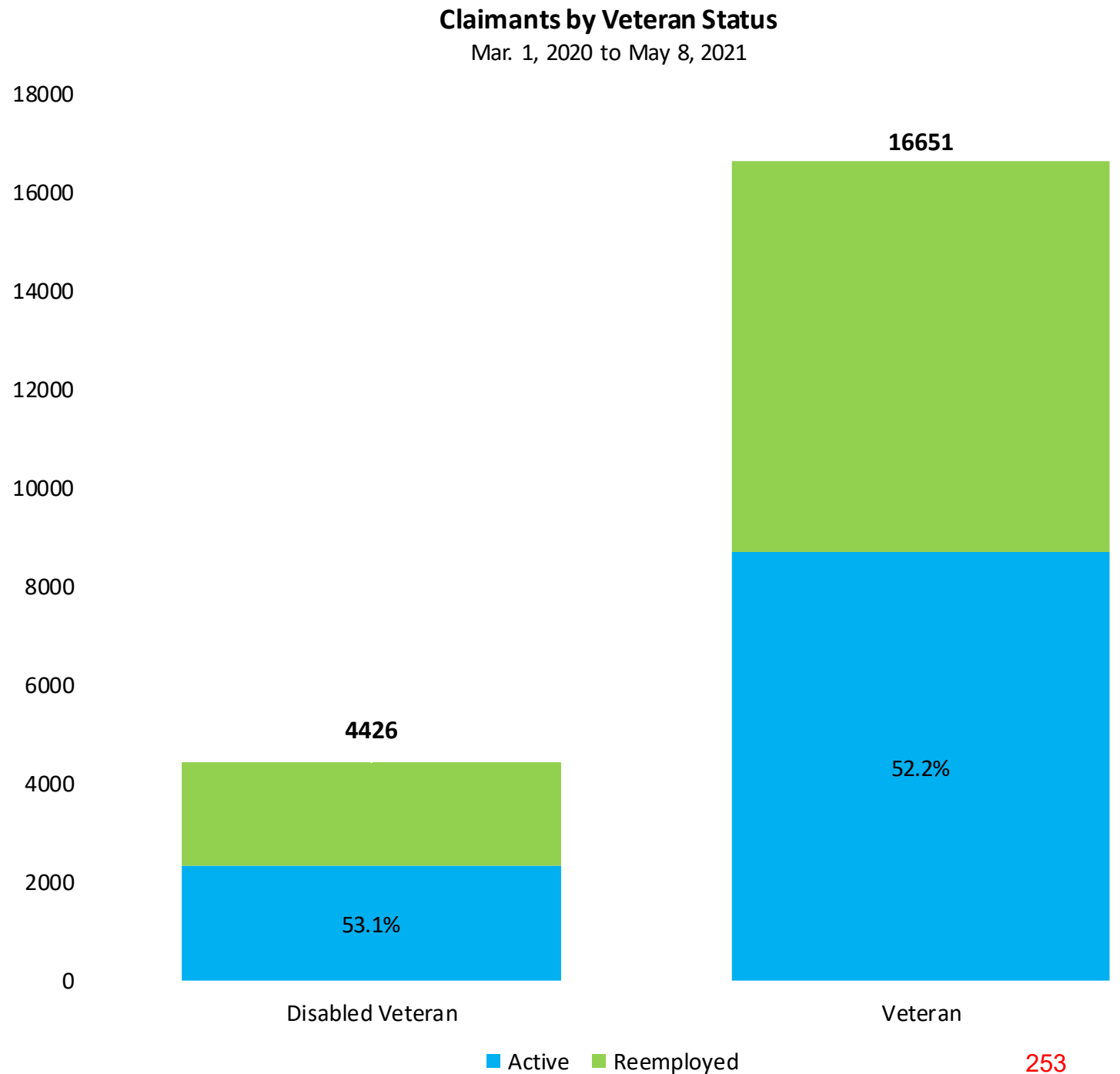
## Unemployment Insurance Claimant Data

*Published May 19, 2021*

- About 16,651 Veterans have filed for unemployment insurance.
- This includes about 4,426 who reported a disability, or 11.2% of Veterans.

Data include a total of 168,391 claimants who had Veteran information.

*Data include unique claimants with Veteran information.*





## Unemployment Insurance Claimant Data

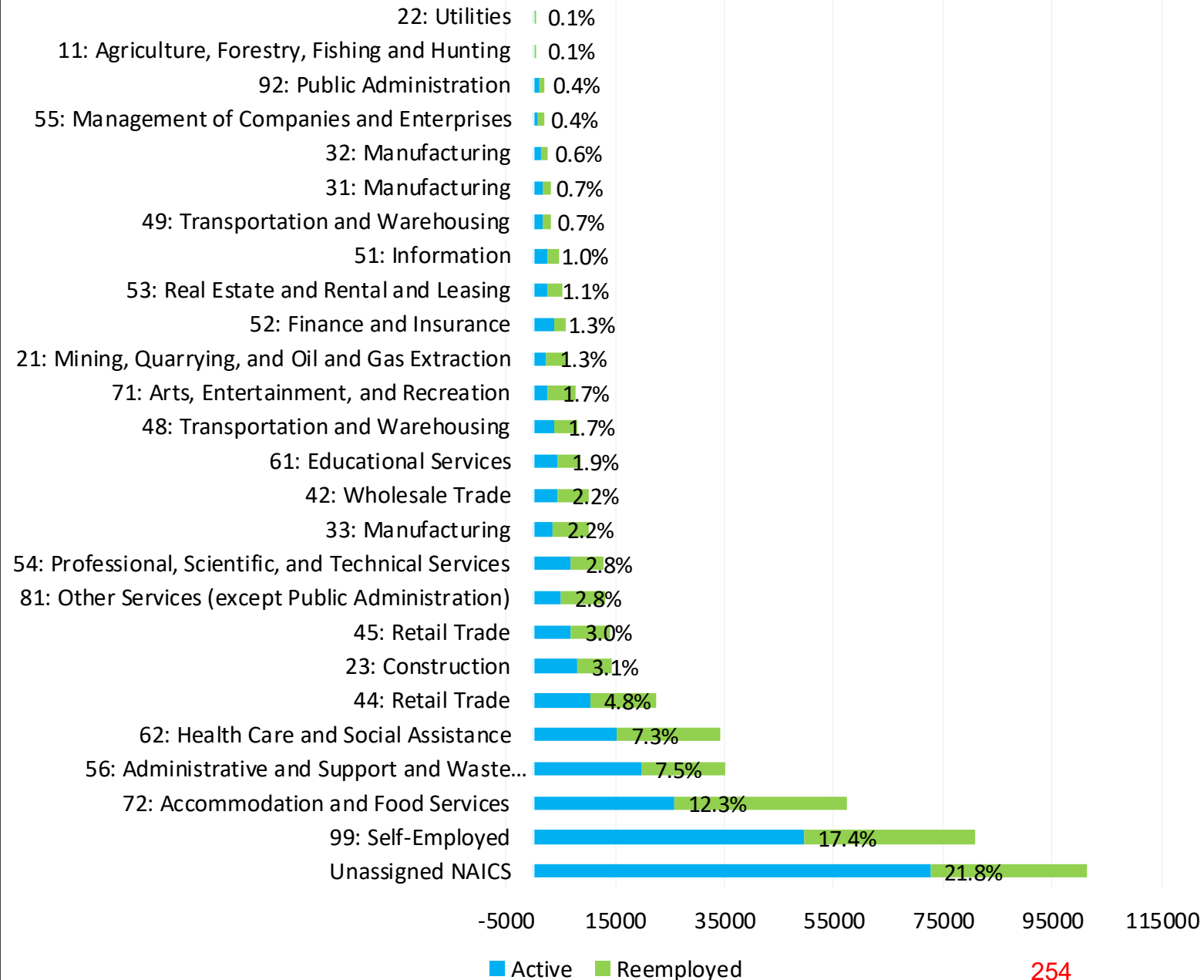
*Published May 19, 2021*

- While the data include all 372,815 unique claimants, the total claimants aggregated by industry sum to 492,166.
- 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 119,351 (32.0%) 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

Mar. 1, 2020 to May 8, 2021





Industry	Claimants				Jobs		Job Postings			Median Advertised		Postings 1-Year Ago		Employer Impact			Employers Competing	
	Active	Reemployed	Total	%	In 2020	Impact	Apr'21	%	Clmt/Jobs	Yearly	Hourly	Apr'20	Y-Y Chg.	In 2020 w/Layoffs	Impact		w/Posts	%
Accommodation and Food Services	25870	31592	57462	20.2	111837	51.38	4593	7.0	5.6	29120	14.0	3358	36.78	5298	5004	94.4%	652	12.3
Adm. & Supp. & Waste Mgt. & Rem. Svs.	19708	15509	35217	12.4	76535	46.01	10790	16.5	1.8	46720	22.5	7887	36.81	3067	3403	110.9%	1715	55.9
Agr., Forestry, Fishing and Hunting	189	114	303	0.1	5660	5.35	98	0.1	1.9	28032	13.5	82	19.51	606	140	23.1%	51	8.4
Arts, Entertainment, and Recreation	2791	5100	7891	2.8	17044	46.30	539	0.8	5.2	25984	12.5	421	28.03	727	754	103.7%	114	15.7
Construction	8182	6069	14251	5.0	82387	17.30	2050	3.1	4.0	78208	37.6	1184	73.14	4770	3896	81.7%	578	12.1
Educational Services	4545	4122	8667	3.1	23537	36.82	2047	3.1	2.2	49024	23.6	1921	6.56	668	869	130.1%	226	33.8
Finance and Insurance	3893	2083	5976	2.1	74707	8.00	4952	7.6	0.8	102272	49.2	4433	11.71	3177	1128	35.5%	428	13.5
Health Care and Social Assistance	15429	18860	34289	12.1	152036	22.55	8026	12.3	1.9	60032	28.9	6125	31.04	10984	5032	45.8%	969	8.8
Information	2602	2071	4673	1.6	18871	24.76	2903	4.4	0.9	38592	18.6	2003	44.93	628	506	80.6%	301	47.9
Mgmt of Companies and Enterprises	756	1201	1957	0.7	13618	14.37	116	0.2	6.5	41600	20.0	103	12.62	261	206	79.0%	38	14.6
Manufacturing	6809	9007	15816	5.6	53315	29.66	3266	5.0	2.1	46464	22.3	2424	34.74	1652	1638	99.1%	812	49.1
Min., Quarrying, & Oil & Gas Ext.	2347	3885	6232	2.2	10748	57.99	266	0.4	8.8	37504	18.0	359	-25.91	518	842	162.5%	51	9.8
Other Services (except Public Admin.)	5060	8044	13104	4.6	63740	20.56	2300	3.5	2.2	39296	18.9	1092	110.62	4748	2630	55.4%	530	11.2
Prof., Scientific, and Technical Servic	7011	5906	12917	4.6	63872	20.22	8048	12.3	0.9	50048	24.1	6272	28.32	6672	3789	56.8%	1495	22.4
Public Administration	1108	797	1905	0.7	224375	0.85	1670	2.6	0.7	55424	26.6	1184	41.05	1029	143	13.9%	142	13.8
Real Estate and Rental and Leasing	2741	2473	5214	1.8	21955	23.75	1131	1.7	2.4	39552	19.0	809	39.80	2833	1262	44.5%	310	10.9
Retail Trade	17287	19061	36348	12.8	121049	30.03	8223	12.6	2.1	33408	16.1	6177	33.12	6490	3288	50.7%	930	14.3
Transportation and Warehousing	5738	5480	11218	4.0	37823	29.66	2979	4.6	1.9	70016	33.7	2706	10.09	1422	1513	106.4%	573	40.3
Utilities	161	99	260	0.1	1585	16.40	157	0.2	1.0	51584	24.8	197	-20.30	75	77	103.4%	41	55.0
Wholesale Trade	4556	5515	10071	3.5	36741	27.41	1221	1.9	3.7	40576	19.5	810	50.74	2669	2142	80.3%	327	12.3
<b>Total</b>	<b>136783</b>	<b>146988</b>	<b>283771</b>		<b>1211435</b>	<b>23.42</b>	<b>65375</b>		<b>2.1</b>	<b>51297</b>	<b>24.7</b>	<b>49547</b>	<b>31.95</b>	<b>58292</b>	<b>38262</b>	<b>65.6%</b>	<b>10283</b>	<b>17.6</b>

The table reports on several impacts that the pandemic has had on the labor market. It now includes Claimants who are Active and those who have Returned to Work.

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

## Unemployment Insurance Claimant Data

Published May 19, 2021



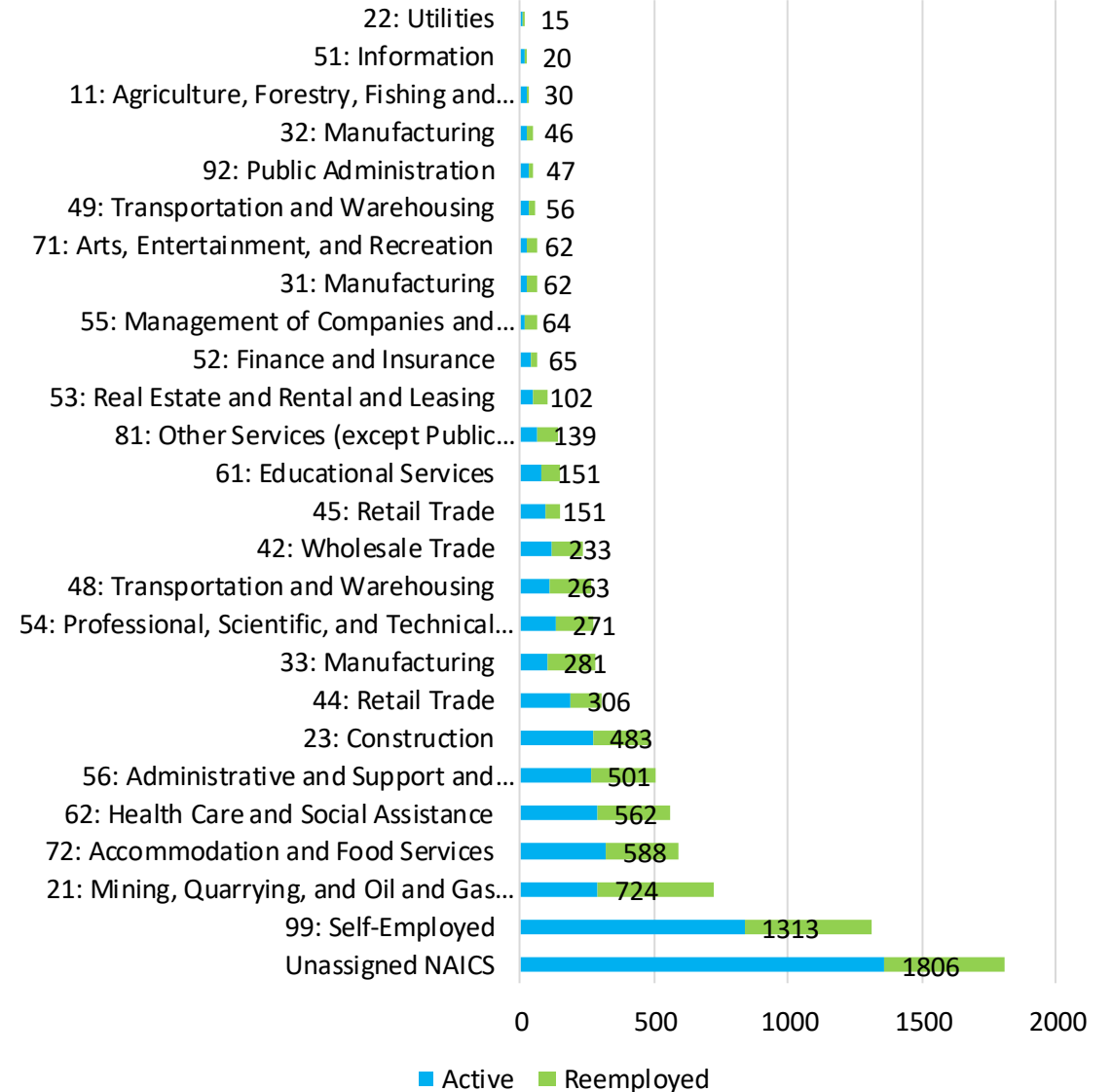
A newly released TWC dataset was used to identify claimants by County of residence.

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.

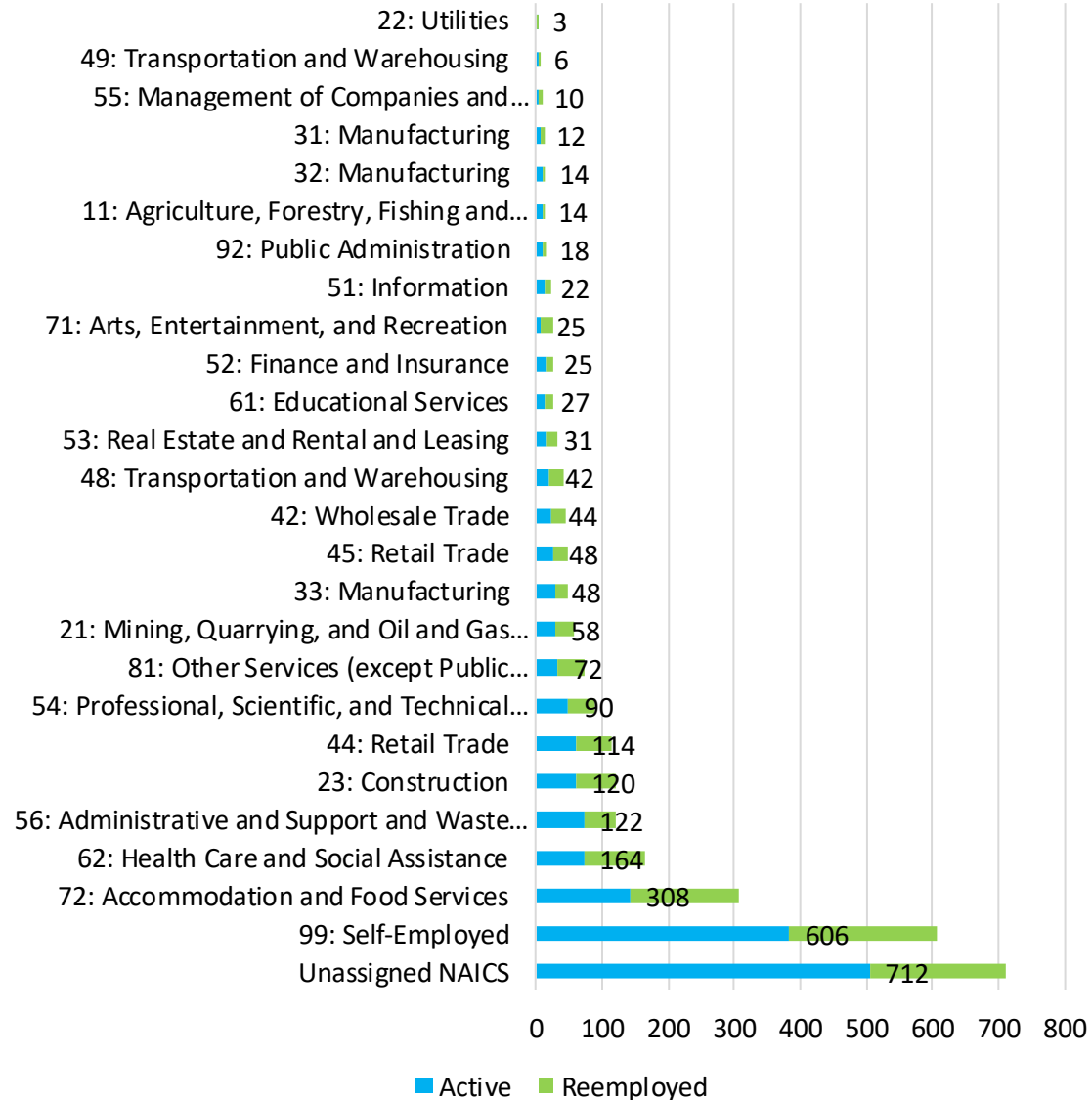
We previously excluded reporting the number of claimants missing industry information but are now including these.

## Atascosa

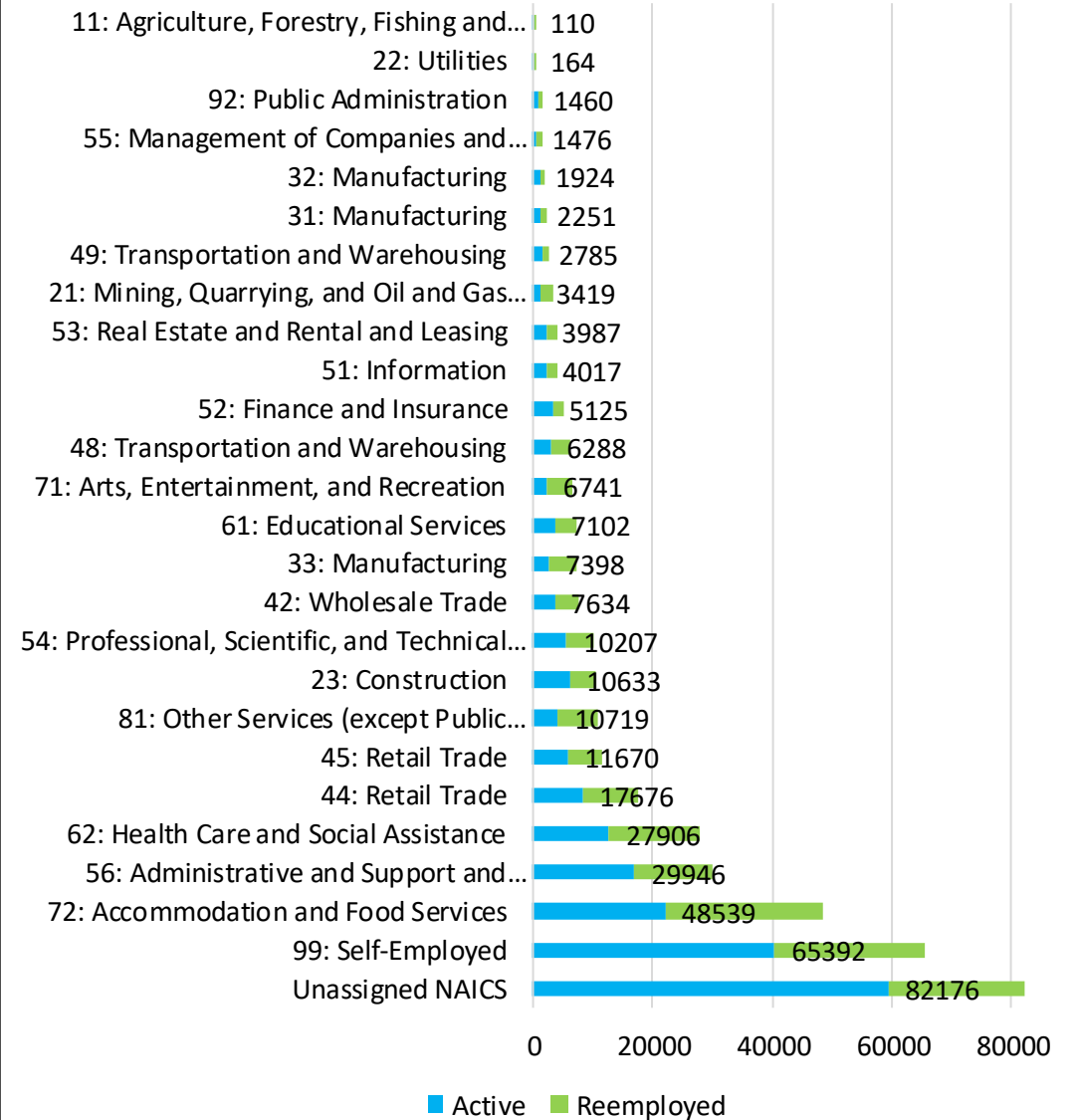




## Bandera

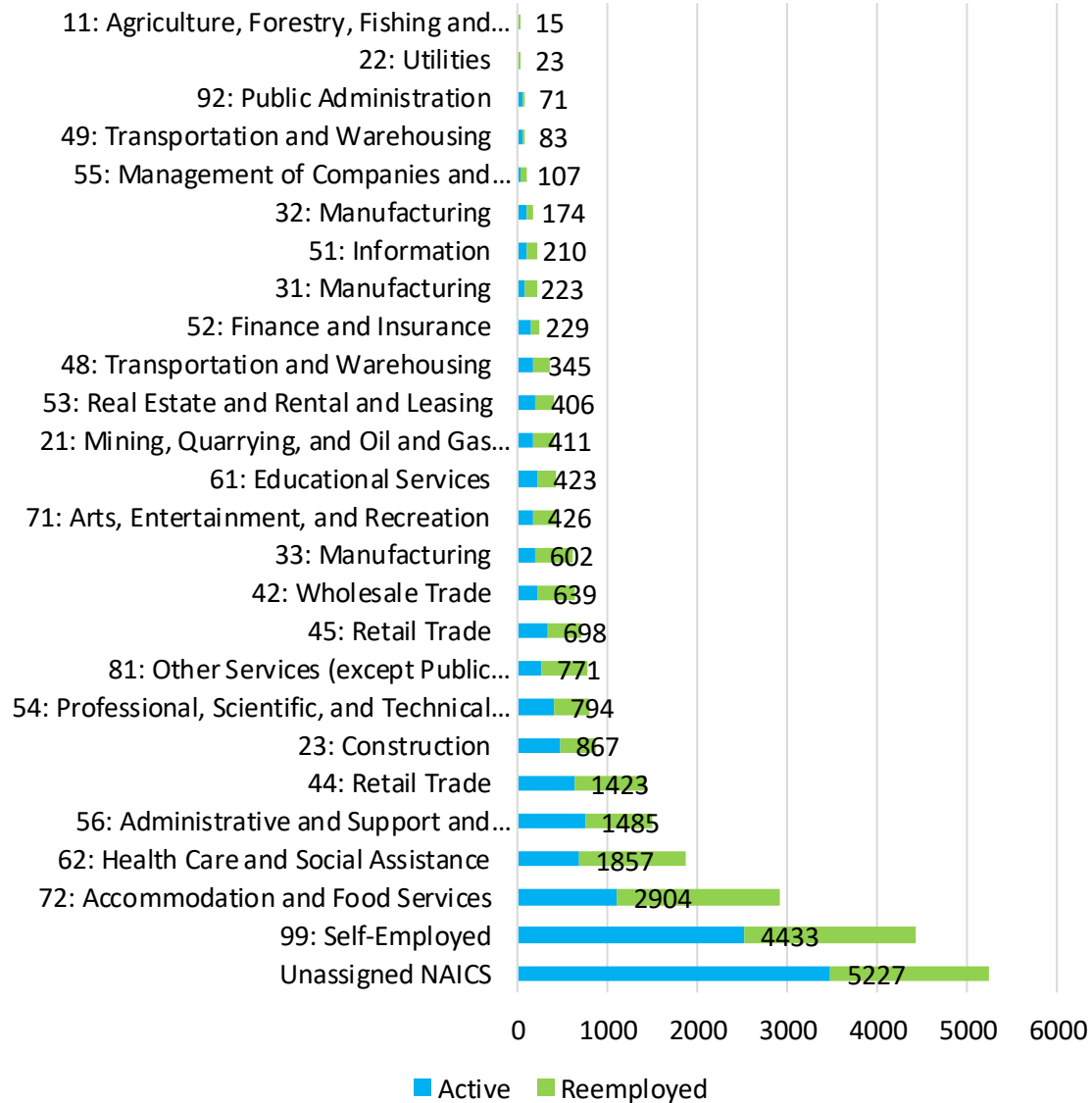


## Bexar

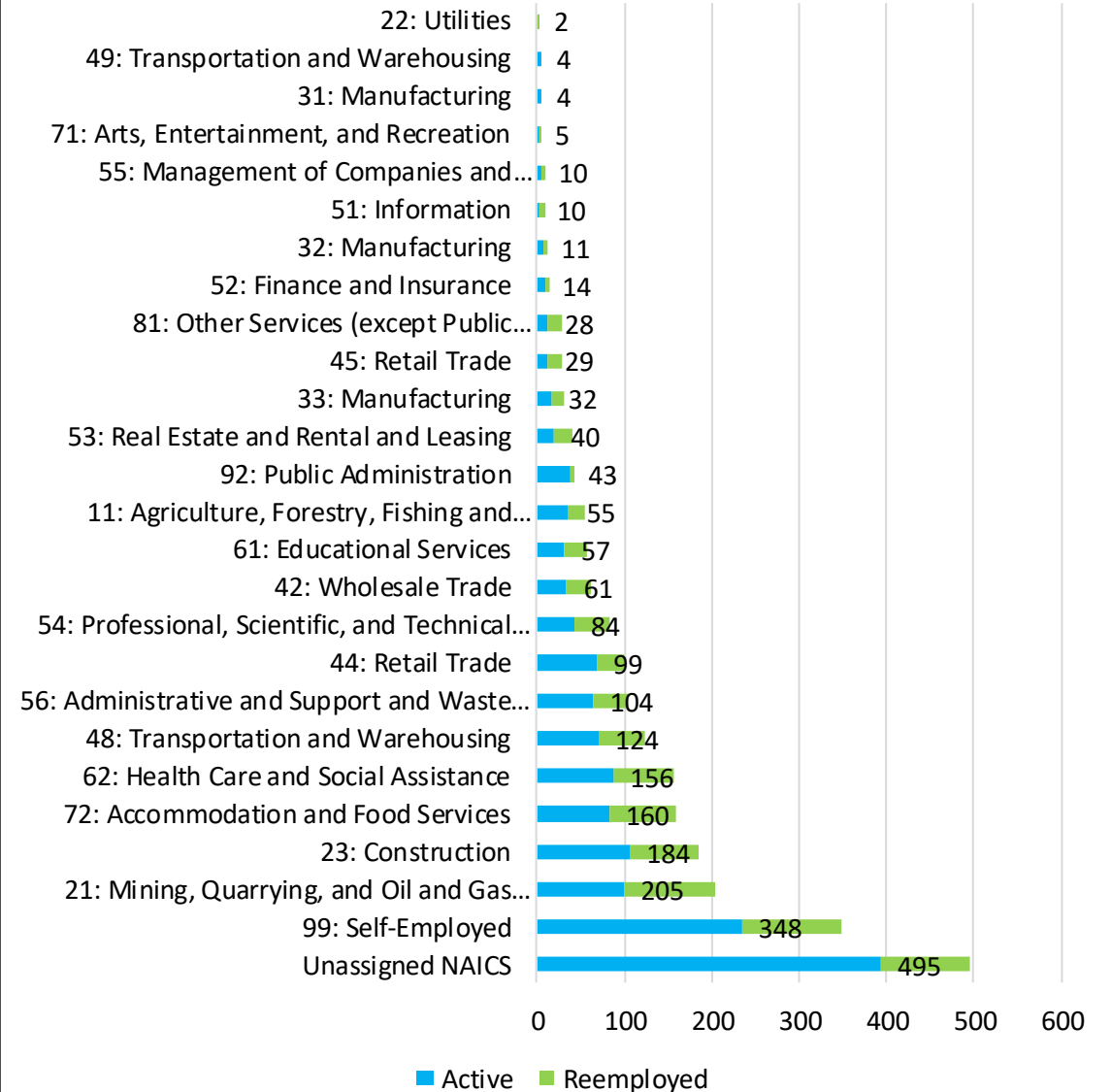




## Comal

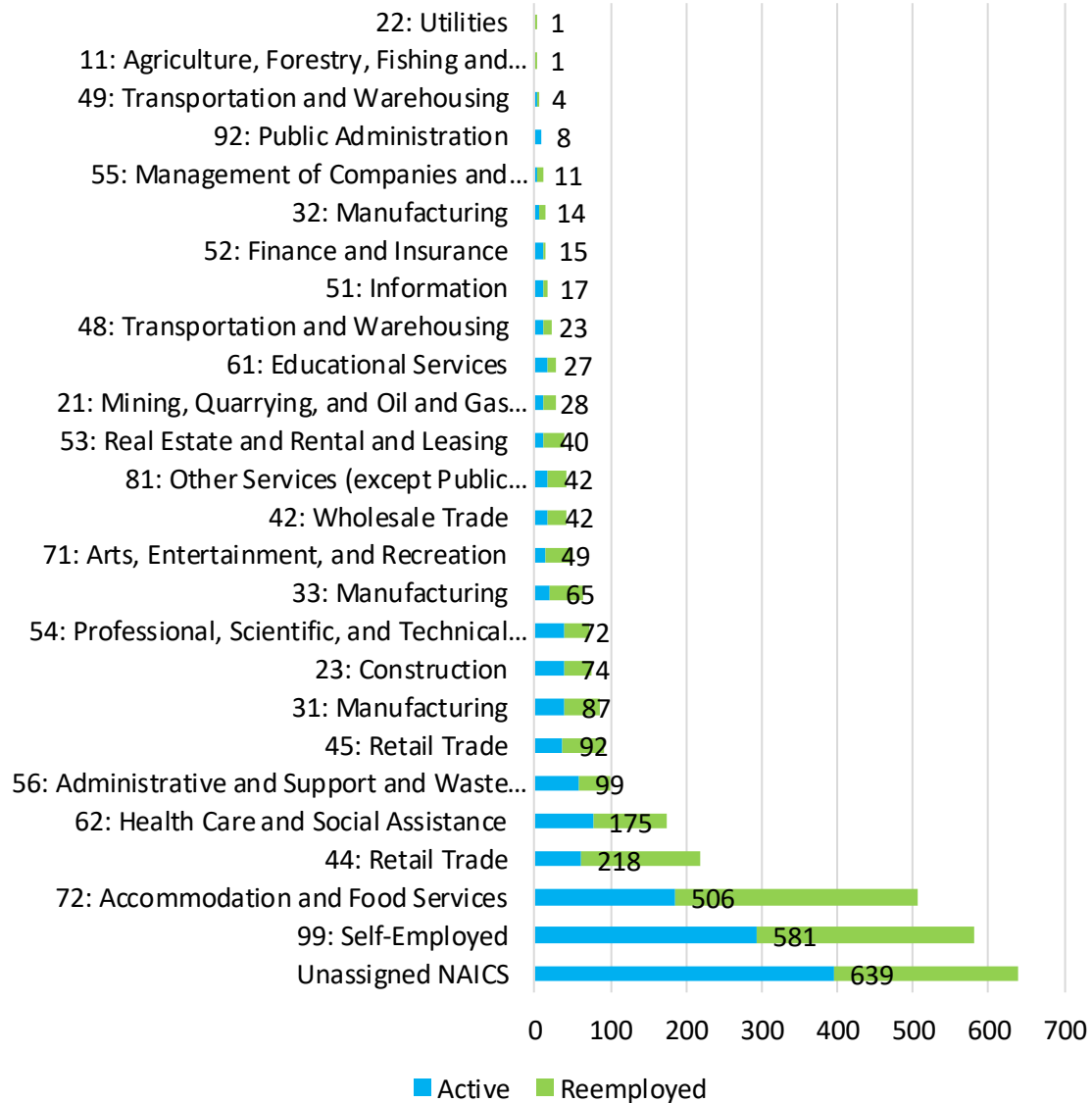


## Frio

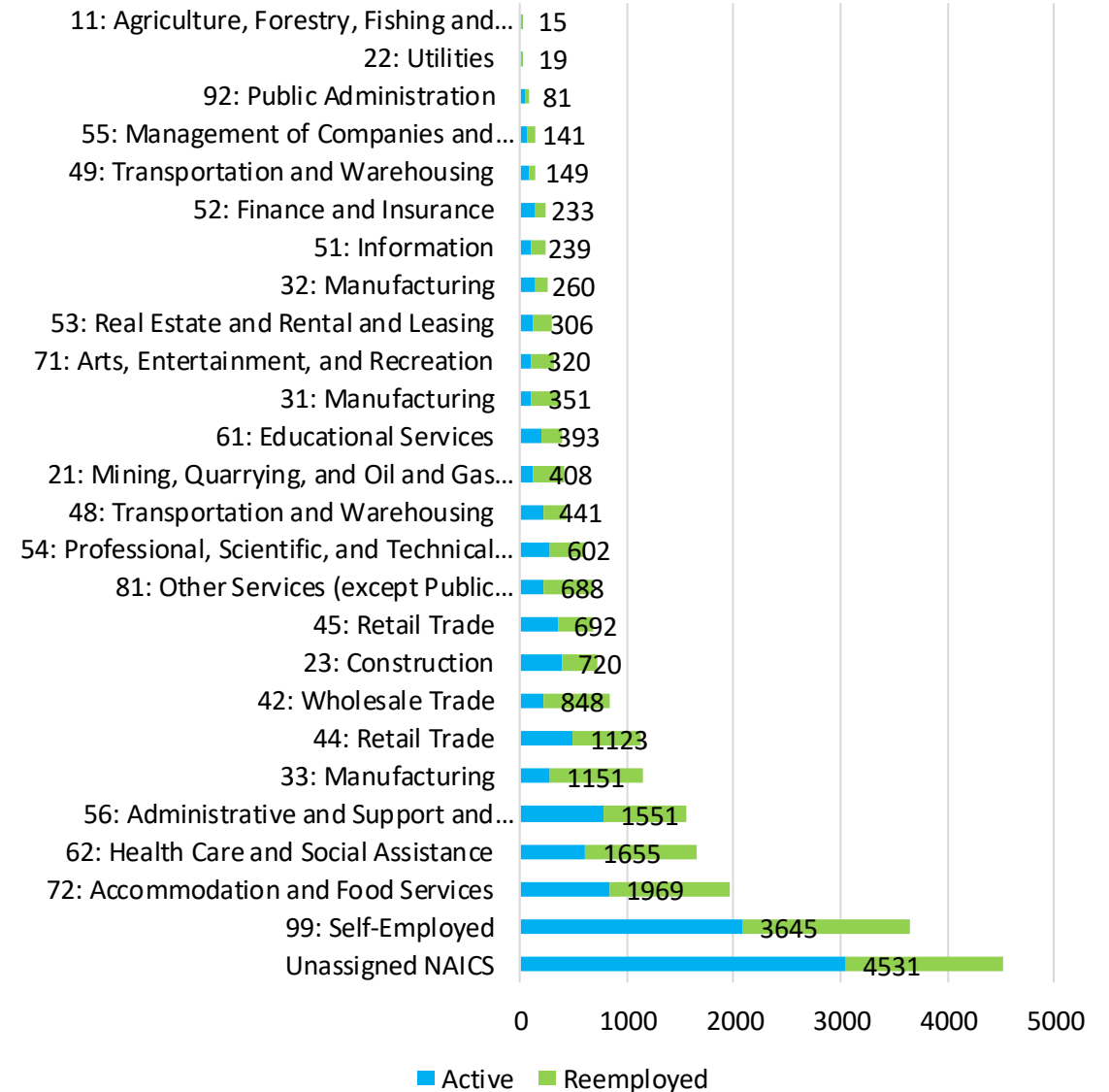




## Gillespie

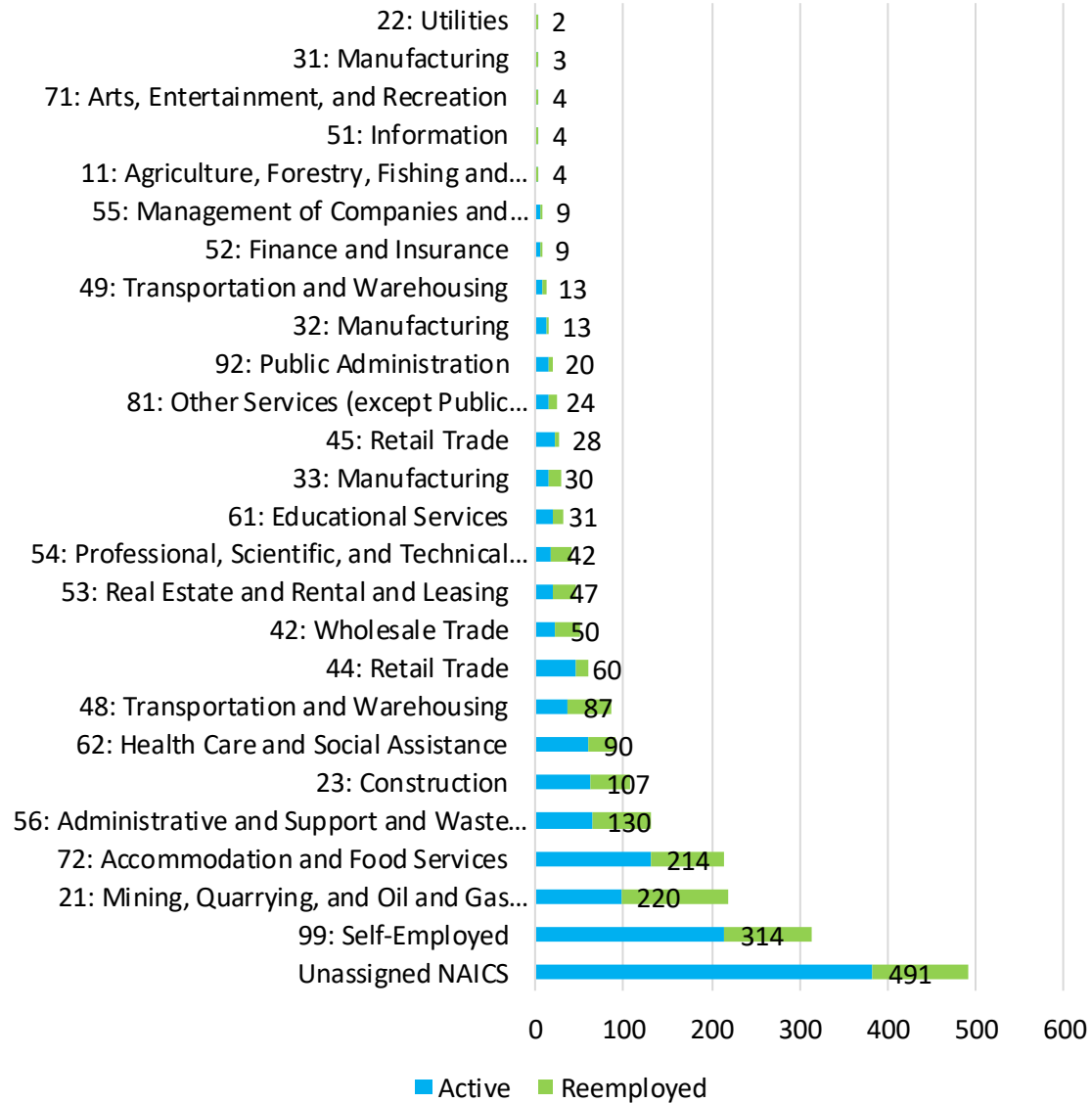


## Guadalupe

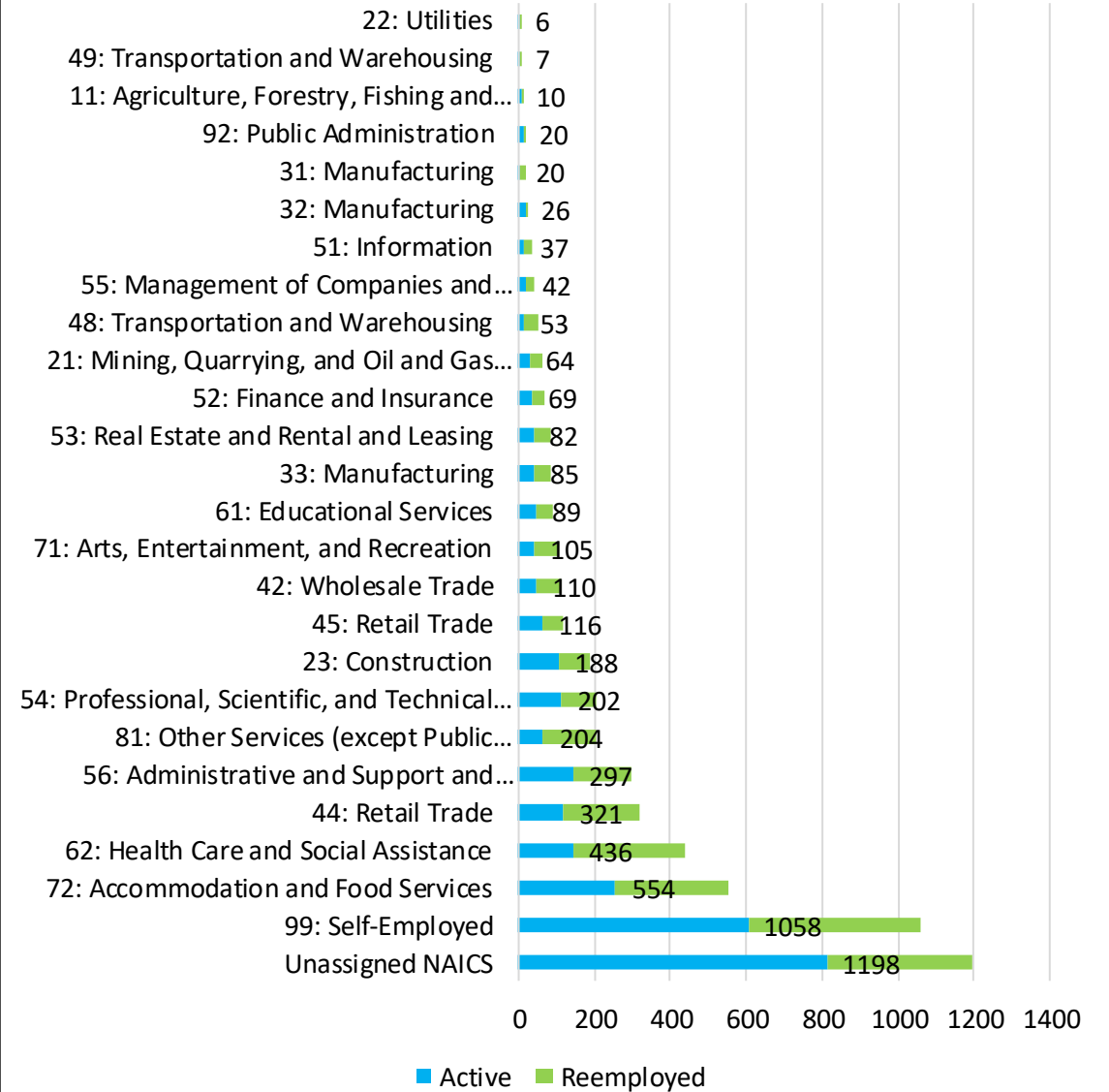




## Karnes

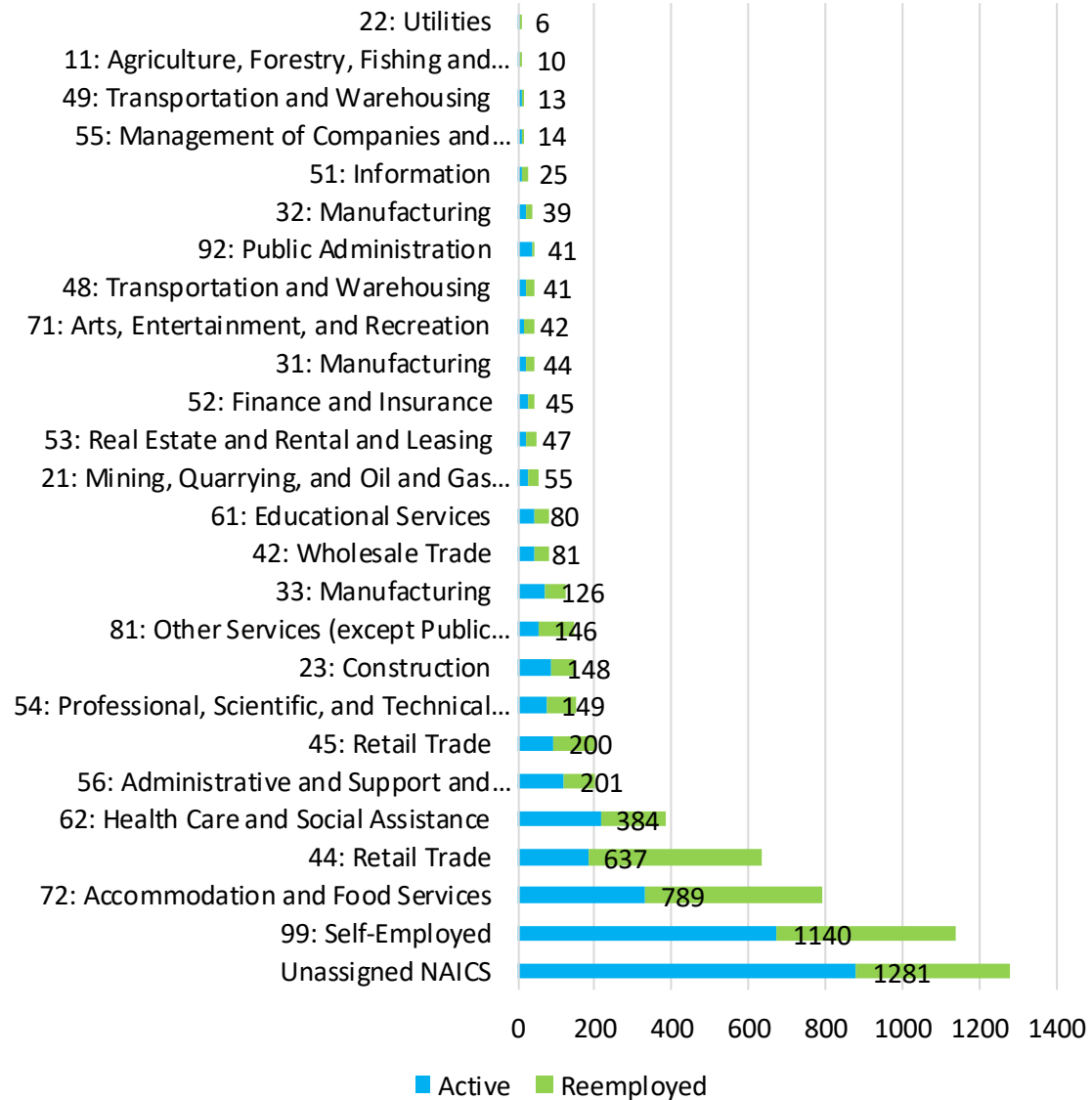


## Kendall

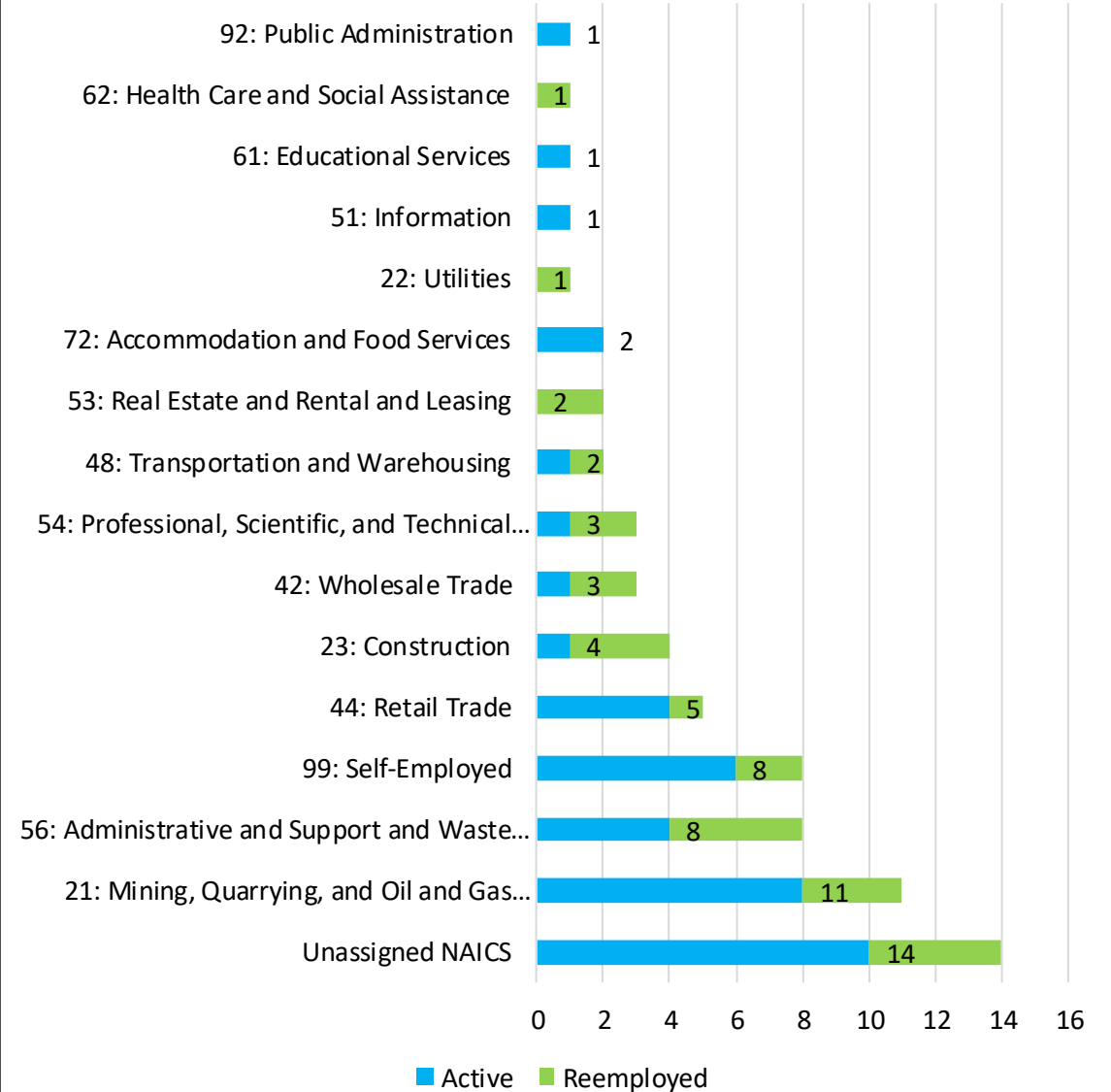




## Kerr

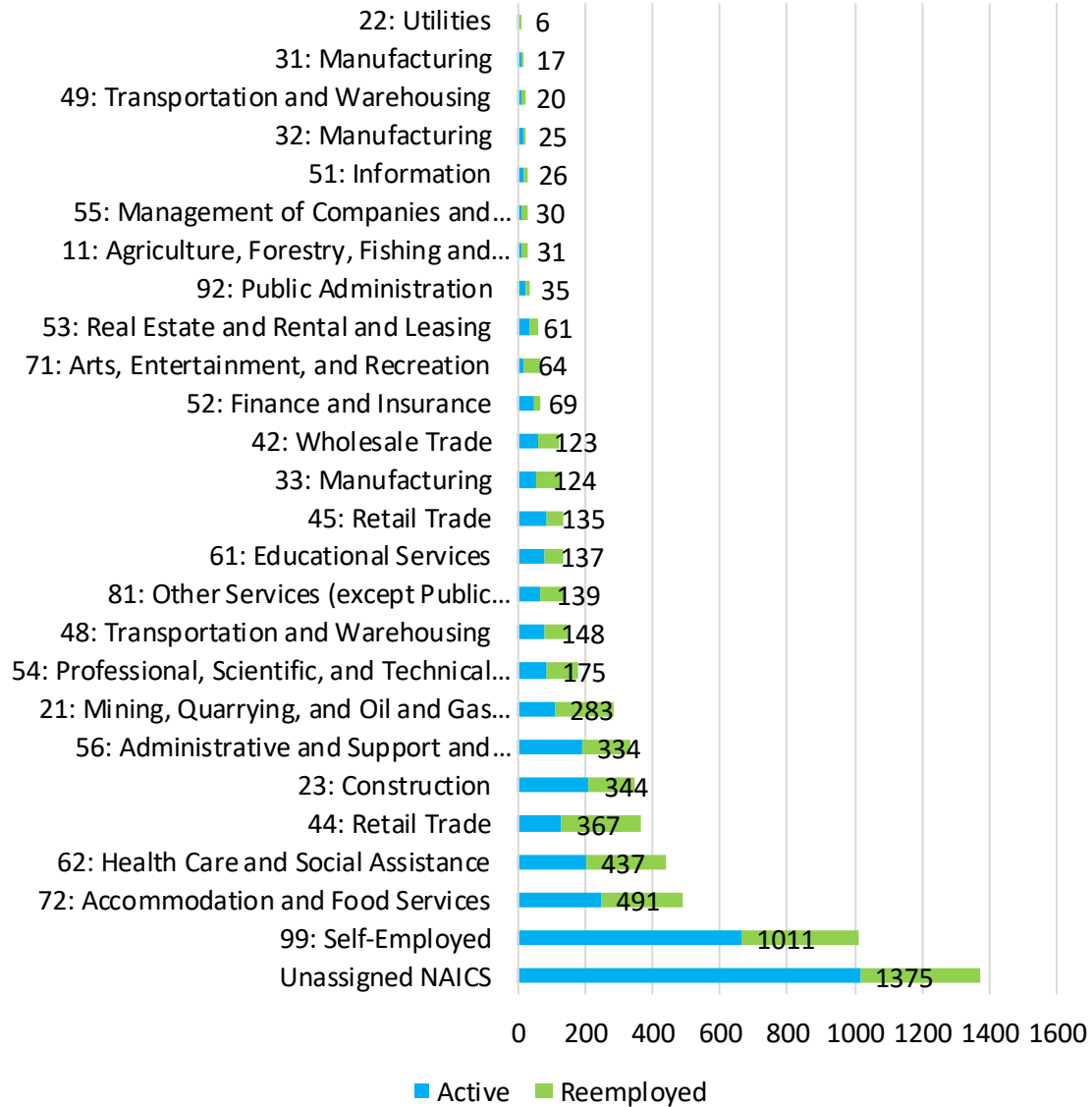


## McMullen

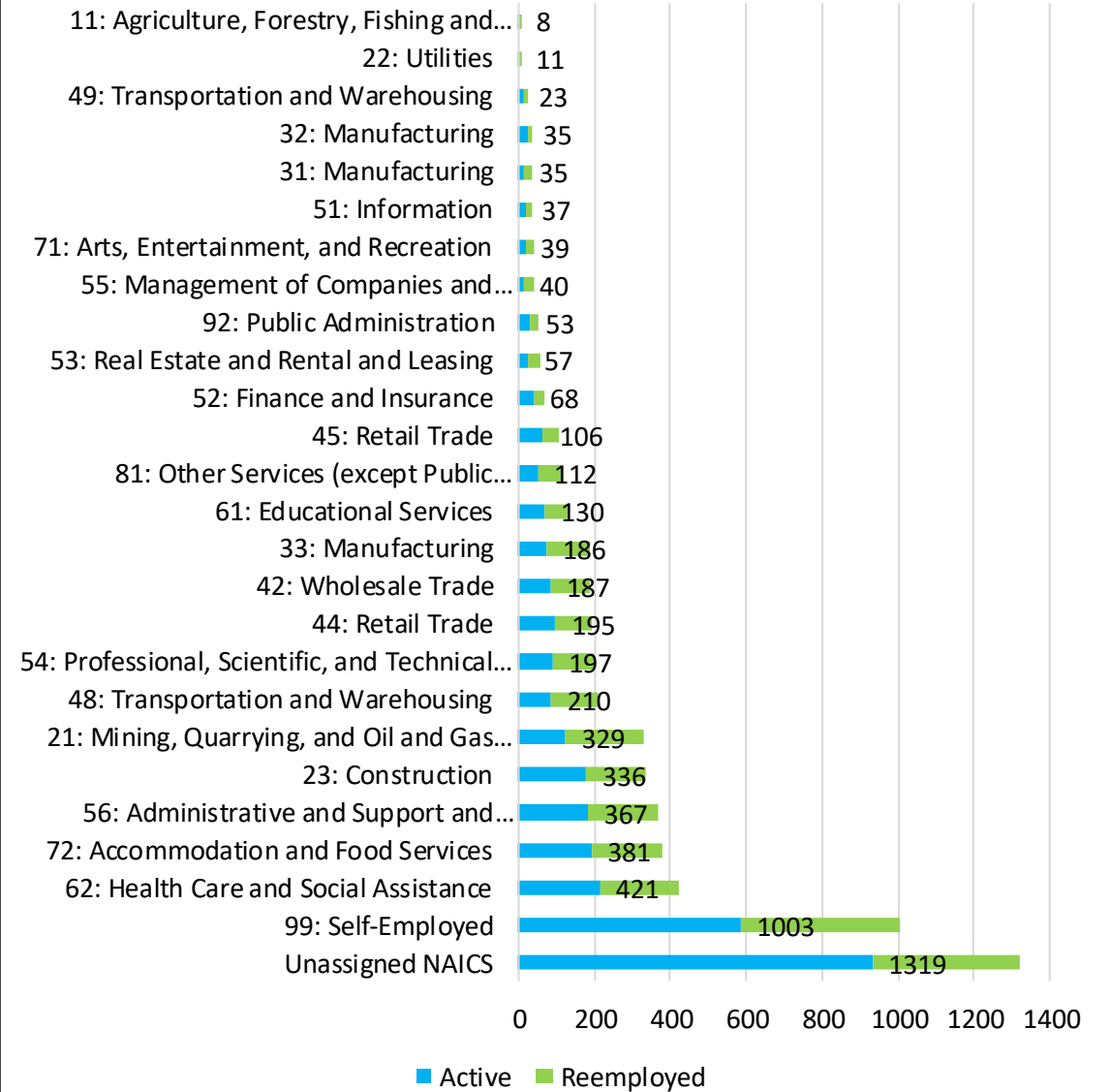




## Medina



## Wilson





## Unemployment Insurance Claimant Data

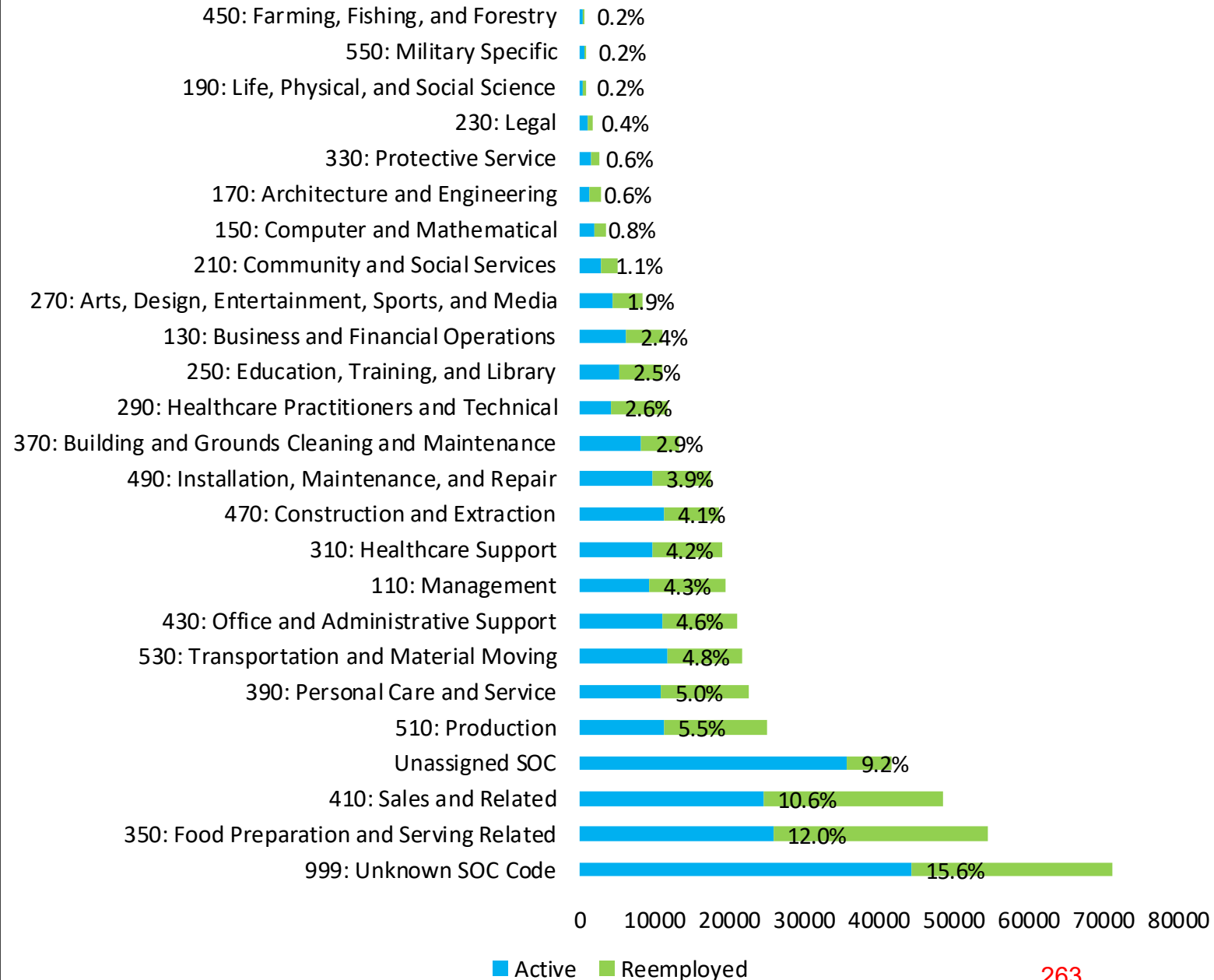
*Published May 19, 2021*

- 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 549,158 claimants (176,343 unique).
- The data may suggest that 32.1% 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 15.3% more likely to occur than gaining jobs in multiple industries (32.0%).

*Data counts of unique claimants by occupation.*

## Claimants by Occupation

Mar. 1, 2020 to May 8, 2021





	Claimants				Jobs Impact		Current Job Postings			Median Posting Wage				Last Year's Postings		
Occupation	Active	Reemploy ed	Total	%	Jobs2020	Impac t	Apr'21	%	Clmts/ Jobs	Yearly	Hourly	Avg. Mthly Hires	Employers Competing	PostsApr 20	% Chg Y-Y	Automation
Architecture and Engineering	1456	1397	2853	0.83	18,127	15.74	7264	9.14	5.0	97664	47.0	2194	2154	5596	29.8	86.9
Arts, Design, Entertainment, Sports, and Media	4482	4037	8519	2.48	17,165	49.63	4715	5.93	1.1	80256	38.6	2651	1234	4051	16.4	89.9
Building and Grounds Cleaning & Maintenance	8343	5046	13389	3.89	44,845	29.86	8284	10.42	1.0	100224	48.2	1012	1491	5706	45.2	122.6
Business and Financial Operations	6290	4875	11165	3.25	66,220	16.86	2030	2.55	0.3	76160	36.6	545	779	1412	43.8	89.6
Community and Social Services	2958	2197	5155	1.50	16,675	30.91	662	0.83	0.2	62336	30.0	294	325	561	18.0	82.3
Computer and Mathematical	1987	1618	3605	1.05	29,853	12.08	1341	1.69	0.7	41600	20.0	713	436	886	51.4	83.5
Construction and Extraction	11299	7302	18601	5.41	65,785	28.28	337	0.42	0.0	70016	33.7	199	153	367	-8.2	123.4
Education, Training, and Library	5335	5868	11203	3.26	69,280	16.17	1664	2.09	0.3	44672	21.5	1879	376	1462	13.8	85.8
Farming, Fishing, and Forestry	526	237	763	0.22	4,167	18.31	980	1.23	1.9	43136	20.7	620	427	839	16.8	110
Food Preparation and Serving Related	25948	28795	54743	15.92	114,109	47.97	10248	12.89	0.4	95104	45.7	1947	1438	6918	48.1	125.9
Healthcare Practitioners and Technical	4182	7505	11687	3.40	71,633	16.32	2672	3.36	0.6	29568	14.2	4654	624	1756	52.2	88.3
Healthcare Support	9707	9514	19221	5.59	66,218	29.03	791	0.99	0.1	36992	17.8	1201	253	615	28.6	95
Installation, Maintenance, and Repair	9723	7919	17642	5.13	51,522	34.24	4041	5.08	0.4	25024	12.0	13257	783	2623	54.1	108.9
Legal	1093	708	1801	0.52	8,711	20.68	1629	2.05	1.5	28544	13.7	2618	644	1012	61.0	84
Life, Physical, and Social Science	476	541	1017	0.30	8,618	11.80	1540	1.94	3.2	29056	14.0	2328	330	940	63.8	84.6
Management	9398	10159	19557	5.69	64,023	30.55	7790	9.80	0.8	47552	22.9	7393	1919	6038	29.0	85.2
Military Specific	719	267	986	0.29	20,446	4.82	6952	8.74	9.7	33472	16.1	9165	2194	5247	32.5	na
Office and Administrative Support	11045	10065	21110	6.14	172,795	12.22	53	0.07	0.0	29056	14.0	430	22	30	76.7	98
Personal Care and Service	10965	11753	22718	6.60	34,834	65.22	1781	2.24	0.2	40576	19.5	3247	569	1070	66.4	96.4
Production	11330	13787	25117	7.30	48,374	51.92	3806	4.79	0.3	41600	20.0	2441	1196	2231	70.6	113.8
Protective Service	1683	1115	2798	0.81	27,215	10.28	1923	2.42	1.1	29056	14.0	2865	739	1214	58.4	98.8
Sales and Related	24668	23937	48605	14.13	120,702	40.27	8965	11.28	0.4	60096	28.9	6377	1906	5077	76.6	94.9
Transportation and Material Moving	11878	9832	21710	6.31	88,311	24.58	30	0.04	0.0	44672	21.5	598	11	22	36.4	110.5
Total	175491	168474	343965		1229628	27.97	79498		0.5	63102	30.3	4236	20003	55673	42.8	

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

*Published May 19, 2021*



## Unemployment Insurance Claimant Data

*Published May 19, 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

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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.





# EMPLOYER EVENTS





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





# Inside WSA W.O.W. Bus



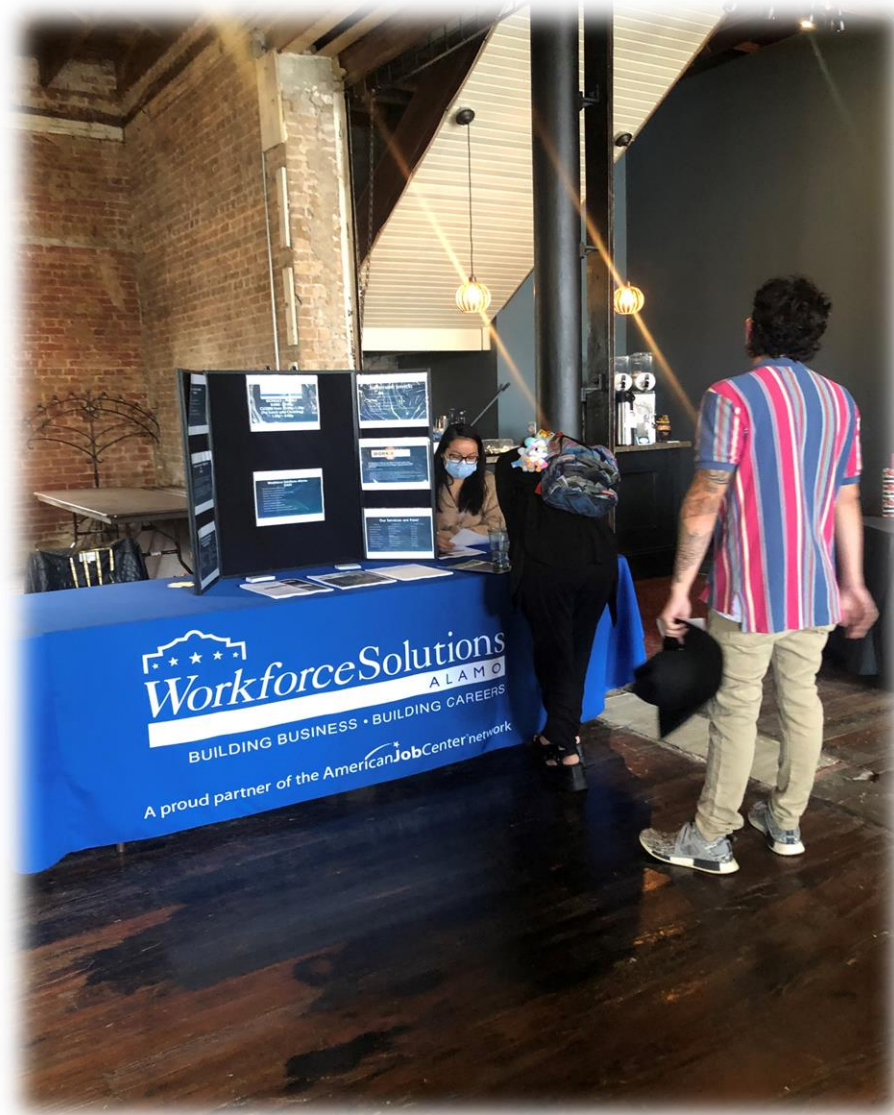


# Job Fair in Seguin





# Job Fair in Seguin





# Jobs Seekers in Seguin





# WSA Vaccination Clinics







# Partnerships with Key Partners

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



# Career Fairs

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







# Success Stories







## Child Care Success Stories



Yasmin Garcia is enrolled in the CCS program. With the support provided for her children in Child Care Services, Yasmine has been able to stay employed, and attend college. “I have been employed since 2014 and was able to get a better job where I have been at for 4 years now.”

Yasmine is close to graduating from Northwest Vista college with her associates degree and plans on transferring to Texas A&M in the fall, where she looks forward to pursuing her bachelor’s degree.

With her children almost of age to attend Kindergarten, Yasmine is appreciative of the assistance she has been provided and says, “I know this program will keep helping other parents like myself, trying to work and stay in school. I can’t thank you all enough.”





## Child Care Success Stories



Tiffany Bonilla is grateful for the positive changes Child Care Services (CCS) has made in her life. CCS has brought hope and stability to her family. "When I became eligible for child-care, it changed the trajectory of my life. I left an abusive relationship to give my child a healthier environment."

Tiffany has taken advantage of every opportunity CCS has provided to strengthen her family. "I hit the ground running because I was able to work full-time. I started out as a CSR attendant. I have been promoted to Manager and even got a pay raise!" Now her son is thriving in a child-care center. He will have the opportunity to learn and grow while his mom works full-time and establishes a career, she is proud of



# Train for Jobs Campaign Success Stories

Last year, **Brittany Richards** was furloughed from her job in March and then laid off in September due to COVID-19.

As Brittany was thinking about her options and next steps, she heard about Train for Jobs SA. In November, she enrolled with Workforce Solutions Alamo (WSA), where she was assigned a Career Counselor. Together, they explored training options, including the Customer User Support Specialist Program that would increase Brittany's wage potential and place her on a high-demand career pathway. Within a month, Brittany was accepted by ACI Learning and started the program.

During the COVID-19 pandemic, Brittany experienced financial stress and uncertainty, as did many of her peers. Even while participating in the Train for Jobs SA program, Brittany experienced additional financial difficulties. However, she was able to receive support services so she could continue training.

Earlier this year, Brittany successfully completed her training and received Security + Certification. The support and encouragement Brittany received didn't stop there.

ACI Learning provided job placement services to help Brittany achieve her professional goal of obtaining gainful employment in the Information Technology (IT) industry. ACI Learning's team worked closely with Brittany by providing job leads and placement support until she found a job.

Today, Brittany is a true success story! She began a full-time position as a Microsoft Data Center Technician in March, earning \$20.00 an hour and launching her career in IT. As ACI Learning described her, Brittany Richards is "a STAR!"



**ERIC AQUILA** was working as a bartender when he was laid off during the COVID-19 pandemic.

Like many others in the same situation, Eric found himself exploring new career opportunities. That's when he heard about the Train for Jobs SA program and ACI Learning's User Support Specialist Program.

With Workforce Solutions Alamo's (WSA's) support, Eric completed the Train for Jobs SA application and was accepted into ACI Learning's Short-Term Customer User Support Specialist Program last December. He completed his training in February.

ACI Learning continued to assist Eric, providing placement services and directing him to employment opportunities, including one at USAA. Considered one of the top employers in San Antonio, USAA hired Eric to work as a Helpdesk Support Technician. He started his new, full-time position in March, is now part of the growing Information Technology industry and is earning \$15.00 an hour.

As happened to many other hospitality workers, **MEGAN MILTON** lost her position as a cook at a San Antonio-area hotel because of the COVID-19 pandemic. Shortly after, she heard about the Train for Jobs SA program and immediately contacted Workforce Solutions Alamo (WSA).

Megan entered the Train for Jobs SA program and explored several training options for in-demand industries. She selected to train with ACI Learning and was accepted in its Short-Term Information Security Analyst Program in November. She had successfully completed her training by March.

Megan continued to receive support from ACI Learning through its placement services. Megan was referred to USAA for employment, and the company hired her to work as an Advanced Integrated Technology Tier 1 Helpdesk Analyst. She began her career in Information Technology and started her new full-time position at USAA, earning \$17.00 an hour.



**Thank you for your continued  
support and guidance.  
We are making a difference in  
our community.**