



## MEMORANDUM

**To:** Committee of Six  
**From:** Adrian Lopez, CEO  
**Presented By:** Adrian Lopez, CEO  
**Date:** March 7, 2025  
**Subject:** 2025-2028 Local Plan

### Summary:

Workforce Solutions Alamo staff are currently developing the 2025-2028 Local Plan. The Local Plan is a mandated 4-year policy document outlining the main regional strategies and core services, including selecting the Target Occupations List for training investments using WIOA and other funds. The process involves securing feedback and local wisdom from key stakeholders, including employers, job seekers, community-based organizations, economic development, educational institutions, and others, in partnership with the chief elected officials.

### Analysis:

The Workforce Innovation and Opportunity Act (WIOA) requires that Workforce Development Boards set priorities for overseeing the local workforce development area (workforce area) in their region. Workforce Development Boards have until approximately March 2025, to submit a plan that promotes communication, coordination, and collaboration among adult education and literacy (AEL) grantees, employers, economic development organizations, community-based partners, job seekers, the American Job Centers and other service providers that support the economic growth of the workforce area while meeting the needs of employers and job seekers. Boards must follow the guidance and instructions provided by the Texas Workforce Commission on the development and submission of the Board Plans for 2025-2028. Boards must follow the procedures and guidance outlined by TWC for establishing and/or updating In-Demand Industries, In-Demand Occupations, and Target Occupations Lists. The process will include the following phases: outreach on analysis, framing the local plan, collecting input, discuss findings, drafting the local plan, publication for comment collecting draft input, receive board and local elected officials' approval, submission to TWC and required updates, final local plan approval.

WIOA requires Boards to include in their local plans an analysis of the regional economic conditions including existing and emerging in-demand industries, industry sectors and occupations.

The process will include the following phases: Outreach on Analysis, Framing the Local Plan, Collecting Input, Discuss Findings, Drafting the Local Plan, Publication for Comment Collecting Draft Input, Board and Local officials' approval, submission to TWC and Required Updates, Final Local Plan Approval.

### **Outreach on Analysis:**

In order to support stakeholder utilization and awareness of the Labor Market Information (LMI) and projections developed by the State of Texas and used to establish prioritization of Target Occupations List, Workforce Solutions Alamo (WSA) in partnership with The Texas Workforce Commission (TWC) Labor Market Information program (LMI) has scheduled the following Labor Market Information Trainings:

1. On Monday, July 29, 2024, WSA hosted **Career Information Training with LMI Resources** for Educators, Counselors, Workforce Career Planners and WFC staff, and Teachers. Texas LMI reports and tools, support career exploration opportunities, provide wage and occupation information, help match interests and abilities, and more. Texas LMI data can be used to create an education plan, make career-related decisions, help grow businesses, conduct occupational research, or plan regional economic strategy.
2. On July 30-31, 2024, WSA hosted two identical **Labor Market Information** trainings courses on each day conducted by economist and labor market experts from the Texas Workforce Commission Labor Market and Career Information Department (LMCI). LMI tools provide key economic data about occupations and in- demand industries. This training provided information about labor market trends and economic conditions to help career counselors, employers, the public, and the workforce development boards make informed choices. LMI gathers and provides information on current market trends to design and deliver services to businesses and job seekers. This training reviewed the varied labor market tools available from the entry level perspective and discuss how Boards, partners, constituents, and the American Job Centers' staff can use these tools to provide services, plan institutional and economic strategy.

## **Framing the Local Plan (August 2024)**

The objective of the first round of regional meetings is to frame an **Overview of the Local Plan** in terms of purpose and input sought from stakeholders. Through the month of August WSA staff hosted open houses at each of the regional workforce centers and perform outreach to gather interested stakeholders previously engaged in over 30 Community Conversations held in each county in late 2023 and early 2024. The engagement objectives consisted of making the stakeholders aware of the contents of Local Plan and pose **Key Questions** regarding how WSA can best support their efforts in alignment with the three goals of the 2023 Statewide Action Plan and asking how WSA can best support their efforts by being:

- 1.) Texas Talent Experts
- 2.) Service Optimizers
- 3.) Partnership Managers

This engagement also requested priorities regarding which employers need to be engaged as part of the Local Plan with goal of targeting at least one company per target industry to include local government, healthcare, and other employers based on local wisdom. WSA worked with county stakeholders such as chambers and other partners to frame input into the Local Plan utilizing the workforce centers in each county for gatherings of community-based organizations and training providers.

## **Collect Input (September 2024)**

The second objective of the regional meetings is to collect feedback from regional stakeholders on the key questions, make recommendations based on regional feedback and report on any employer outreach executed in the interim. WSA presented elements of the Local Plan and secure feedback from county stakeholders through a series of board and committee presentations throughout the community and virtual meetings and sessions in September and October. WSA worked with county stakeholders such as chambers and other partner

to frame input into the Local Plan utilizing the workforce centers in each county for gatherings of community-based organizations and training providers.

### **Report and Discuss Findings (October 2024)**

The final input objective will be to provide the draft findings and recommendations that will be integrated into the plan for any final input before being integrated into the local plan draft.

### **Drafting the Local Plan (November 2024)**

WSA released a draft of the 2025 Local Plan for review and hosted virtual listening sessions and accepted written feedback about the plan throughout the region. This publication will be the last opportunity for material updates to the plan before release for Public Comment required by TWC.

### **Publication for Comment Collecting Draft Input, (December 2024 -Jan 2025)**

Final input gathered in December was integrated into a final draft which will be posted for Public Comment for the 30-day duration and be advanced for local approval along with any input received during this time.

### **Local Approval (March 2025)**

Through March, WSA staff will seek approval from the WSA Board of Directors, Committee of Six, Bexar County, City of San Antonio, and Area Judges. Once the plan has been approved it will be advanced for feedback from TWC.

### **Submission to TWC and Required Updates (April 2025)**

Upon approval from all local bodies WSA staff will forward it to TWC. TWC will review the Local Plan and identify any areas that need to be updated or are not congruent with direction provided by the Texas Workforce Commission. If any updates are required, each of the stakeholders will be notified of any material changes. Once this evaluation is completed the Local Plan is forwarded for approval by the Governor.

## **Final Local Plan Approval (June 2025-July 2025)**

Once all administrative bodies have evaluated the WSA Local Plan the final approval comes from the Office of the Governor putting the Local Plan into effect in June 2025.

### **Alternatives:**

The approval of the Local Plan is mandated by Federal and State statutes. Certain process elements such as analysis, description on scope of work, determination of Target Occupations List, and Public Comment are mandated and are not within local purview to amend. However, the means by which local input is secured is flexible and presented here. This recommendation represents a higher degree of regional input and focuses on specific categories of stakeholders in a manner that is more detailed than has ever been provided in the history of Workforce Solutions Alamo.

### **Fiscal Impact:**

Fiscal analysis reflects WSA's quarterly expenditures of approximately \$180 million for direct client services annually, demonstrating alignment with strategic investments in the local plan. To ensure these investments effectively address diverse regional needs, the process incorporates specific rural and urban stakeholder input into our planning.

### **Recommendation:**

WSA staff respectfully request support from each of the County Judges to ensure outreach and input objectives are met to ensure alignment with overall goals over the next 4-year period.

### **Next Steps:**

The Local Plan 2025-2028 has been developed with input from industries, partners, elected officials, and stakeholders to ensure it meets regional workforce needs. After a thorough review, stakeholder approval will guide its implementation.