



MEMORANDUM

To: Early Care & Education Committee
From: Adrian Lopez, CEO
Presented By: Jessica Villarreal, Director of Child Care
Date: April 4, 2025
Subject: Child Care Performance Briefing

Summary: For FY2025, TWC established Alamo's target units of care at 14,335. WSA's unofficial YTD performance for December 2024 was 14,215 units, indicating that Alamo was continuing to meet performance for the first quarter of this fiscal year.

Background: For FY2025, TWC established Alamo's target units of care at 14,335. This increase is part of the broader BCY 2025 childcare allocations approved by the Texas Workforce Commission (TWC). As per WD Letter 09-24, Change 2, the Commission approved \$1,319,162,553 to be allocated to all Boards for CCS. This allocation includes a state-mandated 2 percent quality set-aside and funding for direct care, quality improvement activities, and the Texas Rising Star Mentor distribution.

Current Performance: Initial performance data indicated strong progress. WSA's unofficial YTD performance for December 2024 was 14,215 units, which correlates to 99.16% of the target. Due to system limitations with the TX3C platform, the ability to accurately capture performance information through reports has been limited. The December performance data is the most reliable current information available.

Analysis:

- WSA's unofficial YTD average for December, with 14,215 enrollments (99.16%), positions Alamo within the "Meets Performance (MP)" range at the outset of FY2025.
- The Child Care Services team continues proactive enrollment efforts to maintain this performance level while adhering to the allocated childcare budget.
- Intake remains open, and childcare staff are actively engaged with families and providers to ensure the effective delivery of services.
- The BCY 2025 midyear review of CCS allocations and distributions, approved on February 18, 2025, addressed increases in the average cost of care for 19 Boards, including Alamo, to ensure they can meet their performance targets.

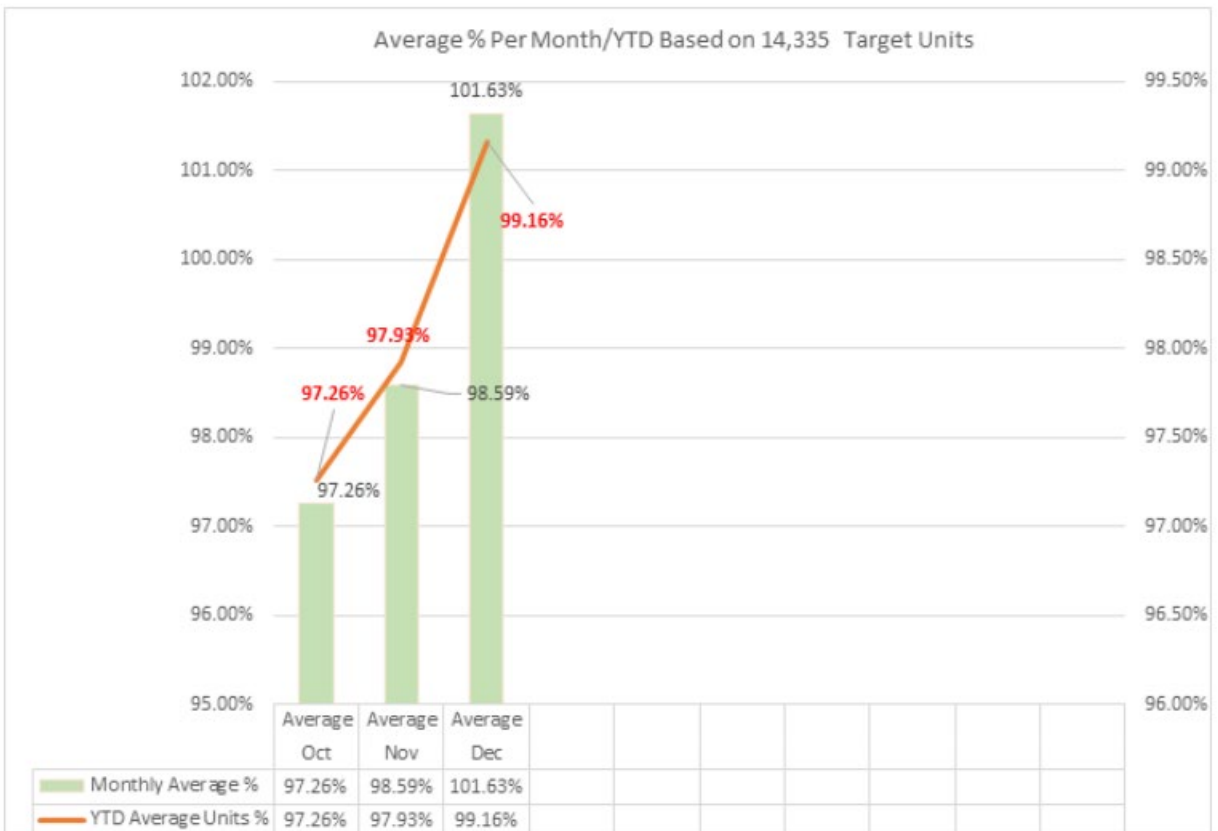
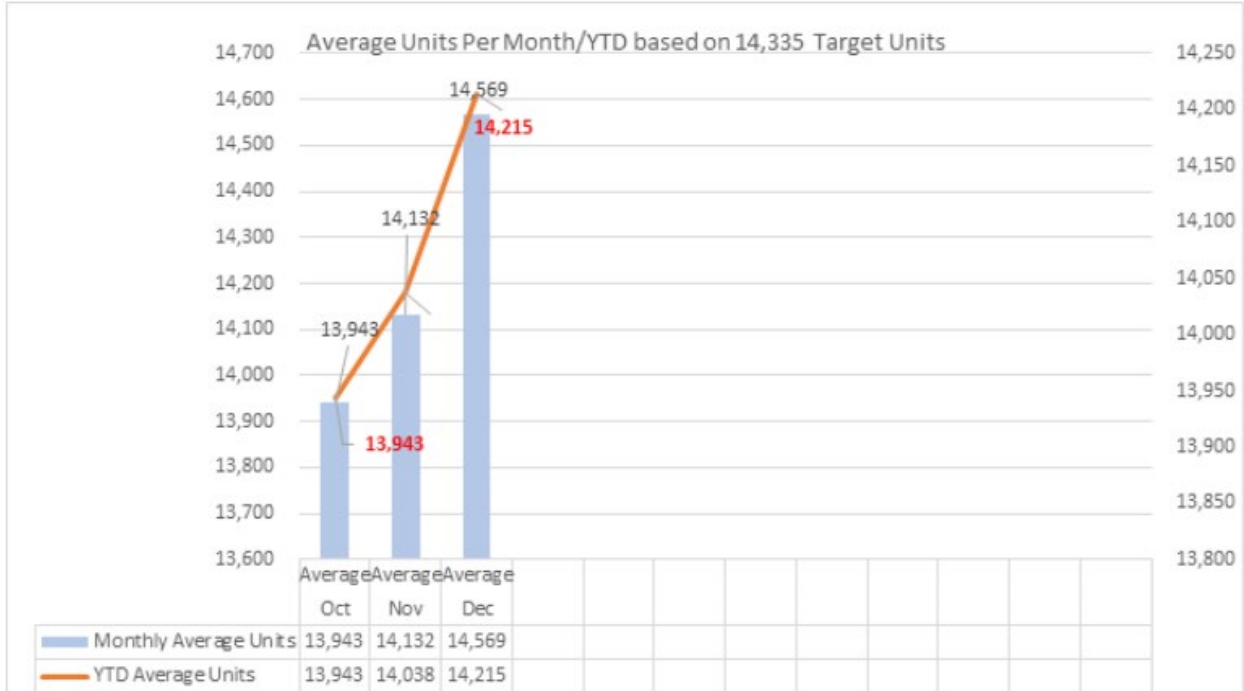
workforcesolutionsalamo.org
communications@wsalamo.org

100 N. Santa Rosa Street
San Antonio, Texas 78207
(210) 272-3260

A proud partner of the  American Job Center network.



Information collected: 03/24/2025





	Oct	Nov	Dec
	Average	Average	Average
Monthly Average	13,943	14,132	14,569
YTD Average Uni	13,943	14,038	14,215

	Oct	Nov	Dec
	Average	Average	Average
Monthly Average	97.26%	98.59%	101.63%
YTD Average Uni	97.26%	97.93%	99.16%

	Oct	Nov	Dec
	Average	Average	Average
Choices	182	164	187
Low Income	12,806	13,004	13,390
Former DFPS	736	734	728
Homeless	219	231	265
Monthly Average	13,943	14,132	14,569
Monthly % Average	97.26%	98.59%	101.63%
YTD Average Uni	13,943	14,038	14,215
YTD % Average	97.26%	97.93%	99.16%
TWC Target	14,335	14,335	14,335

Fiscal Impact:

- Each October, TWC allocates funding and establishes annual performance targets for each workforce board.
- TWC employs a performance status methodology, based on the annual target and budget, defining percentage ranges for three performance measures: Meets Performance (MP), Exceeds Performance (+P), and Below Performance (-P).
- Exceeding the budgeted amount for enrollments may negatively impact future funding allocations.
- Therefore, WSA meticulously monitors and balances both the enrollment target and the allocated budget to maximize childcare access for families while maintaining compliance with TWC requirements.

Recommendation: N/A

Next Steps:

- WSA will continue to actively enroll eligible families and rigorously monitor performance against established goals and budget allocations throughout FY2025.
- WSA will follow the requirements of WD Letter 09-24, Change 2, regarding prospective payments and CDER reporting.
- WSA will prepare for a year end reconciliation as directed by the TWC.



MEMORANDUM

To: Early Care & Education Committee

From: Adrian Lopez, CEO

Presented By: Jessica Villarreal, Director of Child Care

Date: April 4, 2025

Subject: Texas Rising Star Assessment Update

Summary:

The Texas Rising Star (TRS) program, a Quality Rating and Improvement System (QRIS) administered in conjunction with the Texas Workforce Commission's (TWC) Child Care Services (CCS) program, recognizes and supports high-quality early childhood education programs. TRS certification is available to licensed child care centers, licensed child care homes, and registered child care home facilities that meet established criteria.

The program offers three distinct levels of quality certification—Two-Star, Three-Star, and Four-Star—designed to incentivize continuous quality improvement. These tiered certifications correlate with enhanced reimbursement rates for providers serving children receiving child care scholarships.

Extensive research demonstrates a strong correlation between attendance in high-quality early learning programs and enhanced school readiness. TRS-certified programs, which demonstrably exceed the minimum standards set forth by the Texas Health and Human Services Commission (HHSC) Child Care Regulation (CCR), are positioned to significantly contribute to the positive physical, social-emotional, and cognitive development of children. As programs progress through the TRS levels, their positive impact on children's development is amplified.

Analysis:

The Alamo region currently benefits from the expertise of 17 mentors who actively support participating centers. As of March 21, 2025, the Alamo region boasts 309 TRS-certified Early Learning Programs. This cohort comprises 185 Four-Star, 104 Three-Star, and 20 Two-Star programs. TRS-certified programs represent 51% of all CCS programs within the Alamo region, compared to 54% in Bexar County and 42% in rural areas. TRS mentors and boards maintain consistent engagement with the Centralizing Assessment Entity to ensure a shared understanding of roles and responsibilities related to assessments.

The number of providers with active scholarship agreements continues to fluctuate. As of March 21, 2025, 601 centers hold such agreements, encompassing Licensed Centers, Licensed Child Care Homes, Military facilities, Registered Child Care Homes, and Relative



Care Listed Homes. Notably, Relative Care Listed Homes are excluded from TRS program counts and percentages.

Key data points as of March 21, 2025, are presented below:

Data as of 03/21/2025

Centers awaiting NEW certification	155
Number of 4* to date	185
Number of 3* to date	104
Number of 2* to date	20
# Of Accredited Centers	70
# Of Non-Accredited Centers	239
# Of Military Centers: included in accredited total	7

Data below as of 03/21/2025

NOTE: Program counts below include Licensed Centers, Licensed Homes, Registered Homes, Listed Homes, and Military facilities. Military facilities are not reflected on the HHSC CCL data list and have been added manually.

Location	Programs	CCS Programs	TRS Programs	Percentage TRS of CCS Programs
Bexar Early Learning Programs	856	472	255	54%
Rural Early Learning Programs	308	129	54	42%
Total	1164	601	309	51%

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: N/A

Next Steps: The Workforce Solutions Alamo (WSA) will continue to monitor assessment preparation and program application submissions. The Centralizing Assessment Entity manages assessments and scheduling, adhering to TWC guidance and processes.



MEMORANDUM

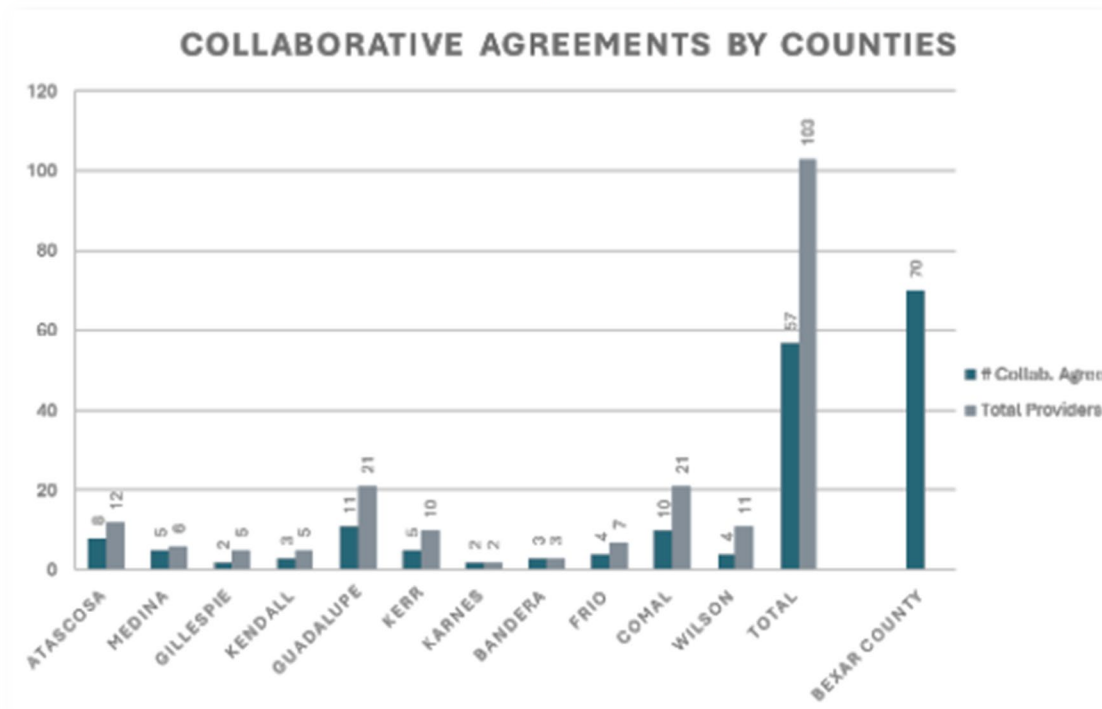
To: Early Care & Education Committee Adrian
From: Lopez, CEO
Presented By: Jessica Villarreal, Director of Child Care April 4,
Date: 2025

Subject: Texas Rising Star Business Coach Update

Summary: Our TRS Business Coach continues to provide vital support to Early Learning programs, focusing on resource connection, business model analysis, and addressing staffing shortages. This support extends to TRS mentors assisting centers navigating the certification process. Notably, this coaching has influenced several programs to remain in the CCS and TRS programs. The coach has also been actively working on expanding resources and support through partnerships and training.

Key Highlights:

Program Reach: Collaborative Agreements: 127 Early Learning programs have partnered with the business coach (57 Rural, 70 Bexar).



SMART Goals include facility expansion, participation in food programs to recoup expenses, adding afterschool programs, and targeted initiatives designed to drive overall business growth and success.

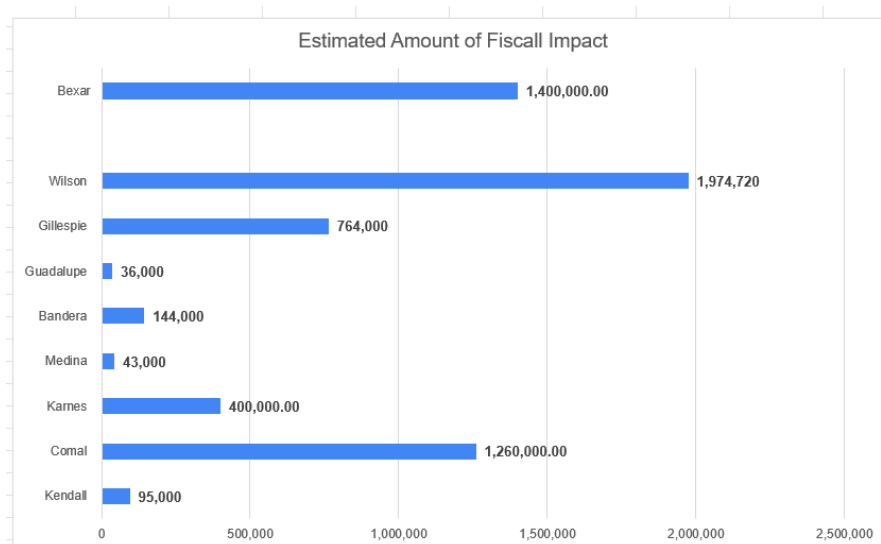
The Business Coach signs a collaborative agreement to implement and establish a strong foundation for partnership with a childcare provider. This agreement outlines the role of a Business Coach in supporting the provider's growth and development. By working together, the Business Coach and Director's aim is to build a mutually beneficial relationship and ensure the provider is well-informed about the coaching resources available to them.

After a collaborative agreement is signed on the following visit resources and a SMART goal are put together to assist the childcare on the immediate financial need identified to assist in the overall success of program.

SMART Goals: The figures presented in the table below represent the Estimated Fiscal Impact derived from collaborative SMART goal development with individual Childcare Directors / Owners during Business Coaching sessions. These projections are tailored to meet the unique needs of each center, encompassing a diverse range of strategic objectives.

Goals include facility expansion, participation in food programs to recoup expenses, adding afterschool programs, and targeted initiatives designed to drive overall business growth and success. The estimated figures reflect potential financial outcomes based on the successful implementation of their personalized SMART goals.

Ongoing Business Coaching sessions are conducted to monitor the implementation of the SMART Goals, provide continuous review, and offer supplementary resources or strategic adjustments as needed.



Program Reach:

- 127
 - 57 Rural and 70 Bexar

Resource Dissemination: Weekly Business Training Updates and resources are distributed to an average of 575 childcare center director's owners.

Funding Exploration: Lift MOU signed and will begin quarterly trainings in April 2025.

Staff Expansion: Interviewed and submitted for an additional Business Coach, pending processing.

Professional Development: Business Coach Certification completed for Civitas Business, working on TECPDS.

Additional Key Accomplishments:

- UTSA-SBDC partnership facilitation between childcare centers to access valuable resources for business planning, marketing support, expansion, etc.
- Attending Interagency Meetings across rural areas to gather resources and distribute to childcare centers.
- Collaborating with COSA Economic Development center on available grant opportunities in Bexar County.
- Collaborating with Workforce Solutions Career Center's Child Care Business Liaison to recruit potential qualified candidates to address critical staffing needs.
- Developing procedures and protocols for a Childcare Directors Collaborative (Advisor and Advisee).
- SMART Goal setting with childcare centers to assist in prioritizing needs such as enrollment, marketing, and or expansion.

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: N/A: This is an update only

Next Steps: The Texas Rising Star Business Coach will maintain support of Early Learning Centers and further develop expertise in relevant resources to enhance the assistance provided to these centers.



MEMORANDUM

To: Early Care & Education Committee
From: Adrian Lopez, CEO
Presented By: Kristen Rodriguez, Director of Procurement and Contracts
Date: April 4, 2025

Subject: RFP Update: Management and Operations of Child Care Services (CCS)

Summary: Workforce Solutions Alamo (WSA) – Board of Directors previously approved a contract renewal for the purchase of Management and Operations of Child Care Services 4 – 09/30/2025, this was the fourth of four (4) one-year renewals and is currently being reprocured.

Analysis: WSA requires outsourcing of Management and Operations of Child Care Services. A notice soliciting a Request for Proposals (RFP) was posted on February 26, 2025, online in the Texas Electronic State Business Daily (ESBD), Workforce Solution Alamo procurement platform, Bonfire. The RFP will remain posted until the deadline of May 16, 2025.

Scope of Work:

The scope of services for the Child Care Management Services contract enables the delivery of services and activities to implement and support the childcare funding, which provides direct childcare services to eligible families with funds provided by the Texas Workforce Commission (TWC).

CCS is designed to assist low-income families by providing childcare scholarships, enabling parents/guardians to work, attend training, or participate in job search activities. Key elements of the services include:

1. Client and Family Services
 - a. The contractor is responsible for managing the application process, ensuring that eligible families can easily access childcare scholarships. This involves clear communication of requirements, submission of necessary documents, and timely processing of applications.
 - b. Contractors verify client eligibility based on income and activity criteria. CCS provides parents with the ability to choose childcare providers that best suit their family's needs. The program promotes involvement by parents and guardians in choosing care options and supports their efforts to achieve greater independence from public assistance.
2. Provider Services
 - a. The contractor is responsible for managing the application process, ensuring that eligible providers can easily become a childcare scholarship provider. This involves clear communication of requirements, submission of necessary documents, and timely processing of applications.
 - b. CCS provider staff ensures policies and procedures outlined in provider agreements are adhered to, technical assistance (TA) is provided as needed, and corrective action is pursued when necessary.
3. Miscellaneous Services
 - a. Rural Outreach and Performance Management
 - b. Well-defined written policies and procedures to ensure consistency in the program implementation and alignment with TWC policies
 - c. Fiscal management
 - d. Fraud and Appeals

Contract terms: The anticipated contract term will be effective October 1, 2025, through September 30, 2026, with the option to renew for up to four (4) one-year periods upon written mutual consent of Workforce Solutions Alamo and the selected Contractor.

Next Steps: Upon the RFP deadline of May 16, 2025, submitted proposals will be provided to evaluators for scoring and ranking according to the predefined criteria. If necessary, vendors may be invited to participate in a formal interview or presentation to address specific questions and clarify aspects of their proposals. Following the evaluation, any clarifications, and interviews, the evaluators will select the vendor that best aligns with the program's needs and budget. The selected vendor will then undergo a fiscal integrity review conducted by WSA's contracted fiscal auditor. This recommendation will then be presented to the Board of Directors on July 18, 2025, for final approval to proceed with contract negotiations with the selected offeror.

Action Item	Date - Tentative
Issue/Post/Advertise Solicitation	February 26, 2025
Pre-Submittal Conference	March 5, 2025
Final Date for Questions By	March 7, 2025
Issue Final Addendum By	March 10, 2025
Solicitation Submittal Deadline	May 16, 2025
Proposal Distribution Meeting for Evaluators	May 19, 2025
Proposal Evaluation Committee Meeting	June 2, 2025
Fiscal Integrity Review By	June 16, 2025
Lead Evaluator Recommendation Briefing	June 23, 2025
Early Care and Education Committee	July 18, 2025
Audit & Finance / Oversight Committee	July 11, 2025
Executive Committee	July 11, 2025
Board of Directors Meeting	July 18, 2024
Contract Negotiation/ Routing	August 1, 2025
Transition and Planning	September 1, 2025
Contract Start Date	October 1, 2025

Attachments: Solicited RFP

workforcesolutionsalamo.org
communications@wsalamo.org

100 N. Santa Rosa Street
 San Antonio, Texas 78207
 (210) 272-3260

Workforce Solutions Alamo is an equal opportunity employer and program provider. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas (800) 735-2989 (TDD) or (800) 735-2988 Voice.