



Audit & Finance Committee

February 28, 2025





Procurement Updates

Kristen Rodriguez
Interim Director of Procurement & Contracts



New Lease for Kenedy Workforce Center Facility



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Kenedy Lease

New facility lease for the Kenedy Workforce Center

- **Recommendation:** Approval of Facility Lease at 491 N. Sunset Strip, Suite 108, Kenedy, TX
- **Fiscal Impact:**
 - Projected Annual estimated rent is \$25,800
 - Estimated Term Rent: \$77,400 (including maintenance, utilities, taxes, insurance)
- **Term:** Initial term 3 years with two (2) three (3) year renewal options.
- **Next steps:** Finalize negotiations and execute lease.





Questions

Marketing and Outreach Contract



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Marketing/Outreach Services Contract

- **Purpose:** To provide Workforce Solutions Alamo (WSA) with comprehensive marketing and outreach services on an as-needed basis.
- **Scope of Work:** Contractor will work with board staff to;
 - Creation of Marketing Materials
 - Sector-Specific Marketing
 - Public Relations Support
- **Contractor:** Texas Creative
- **Amount:** Estimated aggregate amount of \$800,000 with annual amounts of \$200,000.
- **Term:** The contract will initially span one (1) year with the option of three (3) renewals, effective March 15, 2025.





Questions





Fiscal Updates

Brandee Perez
Chief Financial Officer



Financials



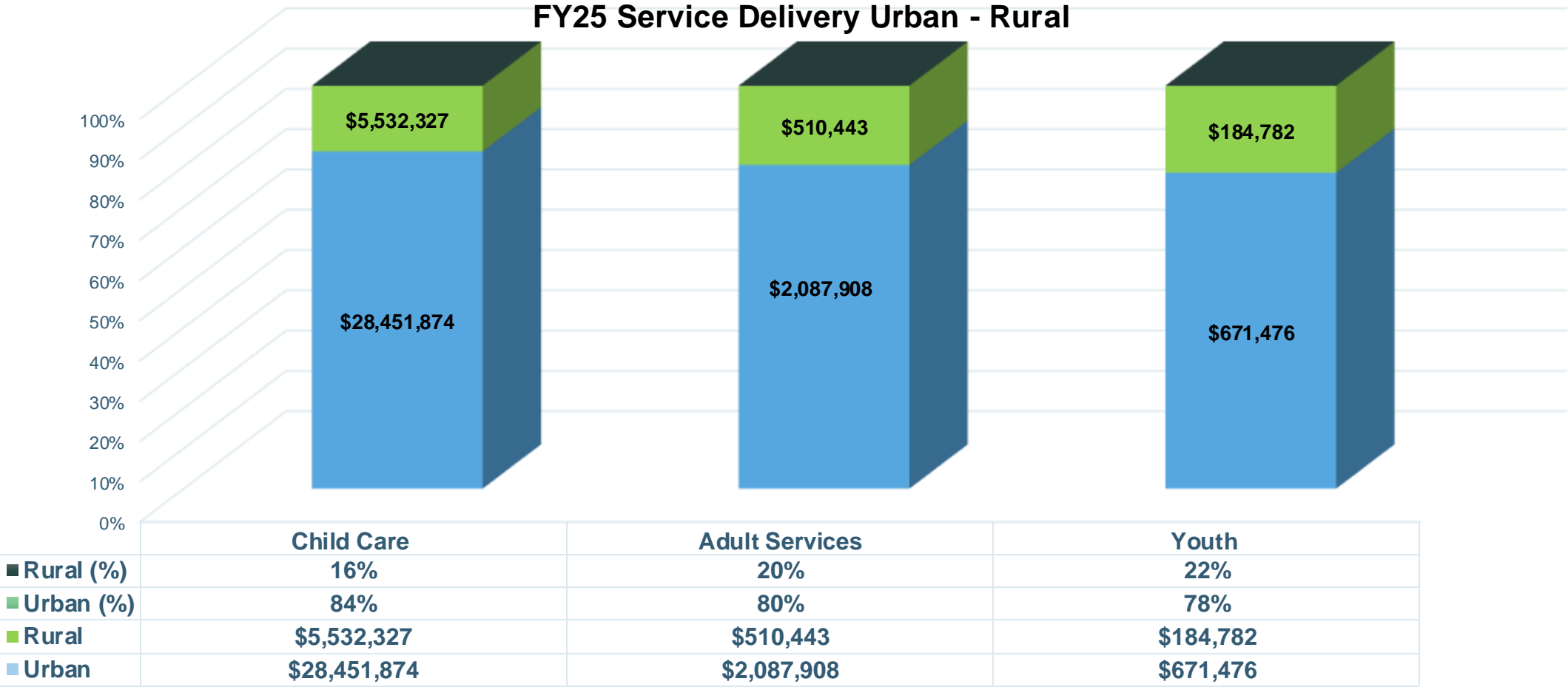
Budget to Actual Expenditures

December 2024 Budget to Actual Variance Analysis					
Budget Category	FY25 Budget	FY25 Actuals	% Expensed	Straight-Line Target (25%)	YTD Variance %
Corporate Total	\$ 9,716,494.00	\$ 1,891,444.00	19.47%	\$ 2,429,123.50	5.53%
Facilities	\$ 6,452,970.00	\$ 1,267,389.00	19.64%	\$ 1,613,242.50	5.36%
Projects - Special Initiatives	\$ 450,857.00	\$ 53,337.62	11.83%	\$ 112,714.25	13.17%
Service Delivery Total	\$ 150,554,646.13	\$ 41,306,253.03	27.44%	\$ 37,638,661.53	-2.44%
Reserve	\$ 14,812,892.74	\$ -	0.00%	\$ 3,703,223.19	25.00%
Total Budget	\$ 181,987,860	\$ 44,518,424	24.46%	\$ 45,496,965	0.54%

* Prior fiscal year expenses may change and be finalized when audit is completed.



Service Delivery Comparison – Rural vs. Urban Counties



Key Variances – Childcare

Childcare Quality- Contract ends 10/31/2025 and we have 9.28% expensed.

The board expects higher expenditures within the next couple of months by purchasing supplies/materials to TRS providers.



Key Variances – TWC Programs

Rapid Response— The board is monitoring any critical changes in layoffs that may affect our current funds. We will request additional funds if needed based on ongoing projections.

Trade Act— The board was awarded \$22,000 less than historical funding. We are monitoring expenditures to provide service delivery to our current clients.

Employment Services— The board has received a two-month extension, and we are in the process of requesting additional funds to cover our projected cost. The new grant is expected to start February 1, 2025, and we are waiting for the TWC award letter.



Rapid Response Comparison: 2023-2024 vs. 2024-2025

2023-2024

- Layoff Total: 1,595 employees
- 23 Companies
- **Major Layoffs :**
 - CoreCivic - 433 Staff
 - ABM Industries – 176 Staff
 - Joyson Safety Systems - 108 Staff

2024-2025

- Current Layoff Total: 972 employees
- 15 Companies
- **Major Layoffs :**
 - SDH Service East – 166 Staff
 - BIMBO Bakeries USA, INC- 138 Staff
 - STG International, Inc. - 107 Staff



Key Variances – TWC Programs

Reemployment Services— This grant was extended from 9/30/24 to 2/28/25 and added \$137,500 to the contract. The board is expected to expend funds by the end of the contract.

Military Family Support— The contract has ended and \$4,369 was not utilized. The board will not be receiving a new contract for Military Family Support as the program has sufficed. We will continue to monitor other funding opportunities to support these individuals.

PROWD Grant— This is a multi-year grant, and expenditures are expected to increase in the calendar year 2025.



PROWD

As of February 24, 2025, WSA has enrolled 45 participants in the PROWD (Partners for Reentry Opportunities in Workforce Development) program.

- **45** participants have completed workforce readiness training.
- **6** participants have received staff-assisted job search support.
- **23** participants have completed training in:
- MSSC Certified Logistics (13 participants)
- NCCER Core Curriculum (10 participants)
- **23** participants have achieved a measurable skills gain in skills progression.

13 participants have been placed at job sites, including:

- Amazon
- Arvin Sango, Inc.
- Stewart Services



Key Variances – Other Funding

Toyota Grant

- Grant was extended through February 2025.
- Incentives for RTW participants who are successful in job placement.
- The grant is expected to be fully expended.

Area Foundation Grants

- Grants were extended through December 2024.
- Funds are utilized for Workforce Academy and staff capacity building.
- The board has requested an extension to utilize the remaining funds, otherwise we expect to return \$12,995





Questions



Ready to Work Update



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Ready to Work Budget and Expenditures

WSA has budgeted \$65,554,565 through May 31, 2025.

Ready to Work Rollforward			
	FY22 & FY23	FY24	FY25 Q1
BOARD COST			
Revenue Fees Earned	\$ 628,967	\$ 1,323,365	\$ 1,444,981
Expenditures	\$ 575,735	\$ 1,181,098	\$ 1,375,353
Net Surplus	\$ 53,232	\$ 142,267	\$ 69,628
SUBRECIPIENT COST			
Revenue Fees Earned	\$ 5,033,040	\$ 11,119,697	\$ 13,114,440
Expenditures	\$ 5,033,040	\$ 11,119,697	\$ 13,114,440
Net	\$ -	\$ -	\$ -
CLIENT COST			
Revenue-Cost- Reimbursment	\$ 6,649,175	\$ 13,009,412	\$ 15,676,481
Expenditures-Cost Reimbursement	\$ 6,649,175	\$ 13,009,412	\$ 15,676,481
Net	\$ -	\$ -	\$ -

The Board currently has a surplus of \$69,628 that is reserved for monitoring questioned cost.



RTW Cashflow Updates

- WSA total cash advance received by COSA was \$3,610,731 and have currently paid back \$3,219,536. We are expecting to pay in full by March 15, 2025.
- COSA has updated the funding guide to allow submission of Accrual Invoices to receive payment earlier than the historical 60-90 days.



RTW Expenditures Forecast

WSA has forecasted to spend \$36,083,524 through the inception of the 3-year contract, leaving a budget surplus of \$29,471,041.

Grant Award

- \$65,554,565

Forecasted Expenditures

- \$36,083,524

Budget Surplus

- \$29,471,041





Questions



Client Expenditure Analysis



Client Expenditures

TWC Funding

Client Expenditure Analysis - TWC Programs as of December 2024 (6 Months)		
Category	YTD Actuals	%
Work Related	\$ 110,584	10.60%
Rent	\$ 376,140	36.05%
Utilities	\$ 60,134	5.76%
Transportation	\$ 358,036	34.32%
Incentives	\$ 91,256	8.75%
Youth - Support Services	\$ 47,185	4.52%
TOTAL:	\$ 1,043,335	100.00%

Ready to Work Funding

Client Expenditure Analysis - Ready to Work as of December 2024 (6 Months)		
Category	YTD Actuals	%
Rent	\$ 134,743	49.00%
Utilities	\$ 68,518	24.92%
Transportation	\$ 19,380	7.05%
Laptops/Computers	\$ 30,766	11.19%
Training Related	\$ 2,202	0.80%
Other	\$ 19,387	7.05%
TOTAL:	\$ 274,996	100.00%



Client Expenditures

- A total of **\$1M** has been expensed for support services to assist our clients.
- Overall TWC programs support service expenditures increased \$239,827 from the last 8 months.
- **49%** of the overall support services expenditures has been for **rent assistance** for RTW participants





Questions



County by County Expenditure Analysis



County by County Comparison

TWC Programs

County	Annual Budget		Straight-line Budget		YTD Expenditures		
	Amount	%	Amount	%	Amount	%	Over/Under Budget
Atascosa	\$ 646,734	2.54%	\$ 161,684	2.54%	\$ 153,316	3.13%	\$ 493,418
Bandera	\$ 283,365	1.11%	\$ 70,841	1.11%	\$ 62,316	1.27%	\$ 221,049
Bexar	\$ 19,138,175	75.21%	\$ 4,784,544	75.21%	\$ 3,754,447	76.56%	\$ 15,383,728
Comal	\$ 1,228,555	4.83%	\$ 307,139	4.83%	\$ 327,867	6.69%	\$ 900,688
Frio	\$ 432,720	1.70%	\$ 108,180	1.70%	\$ 144,026	2.94%	\$ 288,694
Gillespie	\$ 250,973	0.99%	\$ 62,743	0.99%	\$ 55,595	1.13%	\$ 195,378
Guadalupe	\$ 1,253,836	4.93%	\$ 313,459	4.93%	\$ 12,470	0.25%	\$ 1,241,367
Karnes	\$ 323,219	1.27%	\$ 80,805	1.27%	\$ 49,731	1.01%	\$ 273,489
Kendall	\$ 542,467	2.13%	\$ 135,617	2.13%	\$ 82,660	1.69%	\$ 459,807
Kerr	\$ 445,278	1.75%	\$ 111,320	1.75%	\$ 118,114	2.41%	\$ 327,165
McMullen	\$ 82,194	0.32%	\$ 20,548	0.32%	\$ 3,473	0.07%	\$ 78,721
Medina	\$ 390,384	1.53%	\$ 97,596	1.53%	\$ 44,425	0.91%	\$ 345,959
Wilson	\$ 426,780	1.68%	\$ 106,695	1.68%	\$ 95,300	1.94%	\$ 331,480
TOTAL	\$ 25,444,682	100.00%	\$ 6,361,170	100.00%	\$ 4,903,740	100.00%	\$ 20,540,942

	Budget	Actual
Urban	75%	77%
Rural	25%	23%



County by County Comparison

Childcare

County	Annual Budget		Straight-line Budget		YTD Expenditures		Over/Under Budget
	Amount	%	Amount	%	Amount	%	
Atascosa	\$ 2,335,161	1.79%	\$ 583,790	1.79%	\$ 784,581	2.25%	\$ 1,550,580
Bandera	\$ 543,644	0.42%	\$ 135,911	0.42%	\$ 107,605	0.31%	\$ 436,039
Bexar	\$ 108,678,085	83.40%	\$ 27,169,521	83.40%	\$ 29,267,611	83.84%	\$ 79,410,474
Comal	\$ 3,298,186	2.53%	\$ 824,546	2.53%	\$ 1,077,068	3.09%	\$ 2,221,118
Frio	\$ 1,100,983	0.84%	\$ 275,246	0.84%	\$ 320,853	0.92%	\$ 780,129
Gillespie	\$ 829,561	0.64%	\$ 207,390	0.64%	\$ 153,616	0.44%	\$ 675,945
Guadalupe	\$ 6,155,146	4.72%	\$ 1,538,786	4.72%	\$ 1,465,930	4.20%	\$ 4,689,215
Karnes	\$ 865,247	0.66%	\$ 216,312	0.66%	\$ 84,740	0.24%	\$ 780,508
Kendall	\$ 1,038,310	0.80%	\$ 259,578	0.80%	\$ 257,871	0.74%	\$ 780,439
Kerr	\$ 2,432,830	1.87%	\$ 608,207	1.87%	\$ 470,412	1.35%	\$ 1,962,417
McMullen	\$ 42,772	0.03%	\$ 10,693	0.03%	\$ -	0.00%	\$ 42,772
Medina	\$ 1,865,221	1.43%	\$ 466,305	1.43%	\$ 620,557	1.78%	\$ 1,244,664
Wilson	\$ 1,119,496	0.86%	\$ 279,874	0.86%	\$ 296,628	0.85%	\$ 822,869
TOTAL	\$ 130,304,641	100.00%	\$ 32,576,160	100.00%	\$ 34,907,471	100.00%	\$ 95,397,170

	Budget	Actual
Urban	83%	84%
Rural	17%	16%



County by County Comparison

Other Funding

County	Annual Budget		Straight-line Budget		YTD Expenditures		Over/Under Budget
	Amount	%	Amount	%	Amount	%	
Atascosa	\$ 80,456	1.96%	\$ 20,114	1.96%	\$ 5,953	0.95%	\$ 74,503
Bandera	\$ 47,473	1.15%	\$ 11,868	1.15%	\$ 2,571	0.41%	\$ 44,902
Bexar	\$ 3,136,071	76.29%	\$ 784,018	76.29%	\$ 500,295	79.64%	\$ 2,635,776
Comal	\$ 208,528	5.07%	\$ 52,132	5.07%	\$ 42,735	6.80%	\$ 165,792
Frio	\$ 48,882	1.19%	\$ 12,220	1.19%	\$ 8,289	1.32%	\$ 40,593
Gillespie	\$ 45,240	1.10%	\$ 11,310	1.10%	\$ -	0.00%	\$ 45,240
Guadalupe	\$ 184,449	4.49%	\$ 46,112	4.49%	\$ 26,922	4.29%	\$ 157,527
Karnes	\$ 41,995	1.02%	\$ 10,499	1.02%	\$ -	0.00%	\$ 41,995
Kendall	\$ 84,958	2.07%	\$ 21,239	2.07%	\$ 9,593	1.53%	\$ 75,364
Kerr	\$ 69,523	1.69%	\$ 17,381	1.69%	\$ 23,101	3.68%	\$ 46,422
McMullen	\$ 16,593	0.40%	\$ 4,148	0.40%	\$ -	0.00%	\$ 16,593
Medina	\$ 69,766	1.70%	\$ 17,442	1.70%	\$ 8,776	1.40%	\$ 60,990
Wilson	\$ 76,846	1.87%	\$ 19,211	1.87%	\$ -	0.00%	\$ 76,846
TOTAL	\$ 4,110,779	100.00%	\$ 1,027,695	100.00%	\$ 628,235	100.00%	\$ 3,482,544

	Budget	Actual
Urban	76%	80%
Rural	24%	20%

**Expenditures exclude Bexar County only funds which include: City of San Antonio, Non-Custodial Parent, Military Family, Student Hireability Navigator, and Training and Employment Navigator.*





Questions



Financial Monitoring & Fiscal Integrity Reviews for Subrecipients



AmericanJobCenter®

Status Update

City of San Antonio – June 2023 through May 2024

- Closeout completed

SERCO – March 2023 through May 2024

- Closeout completed

C2GPS – March 2023 through April 2024

- Under staff review





CEO Report

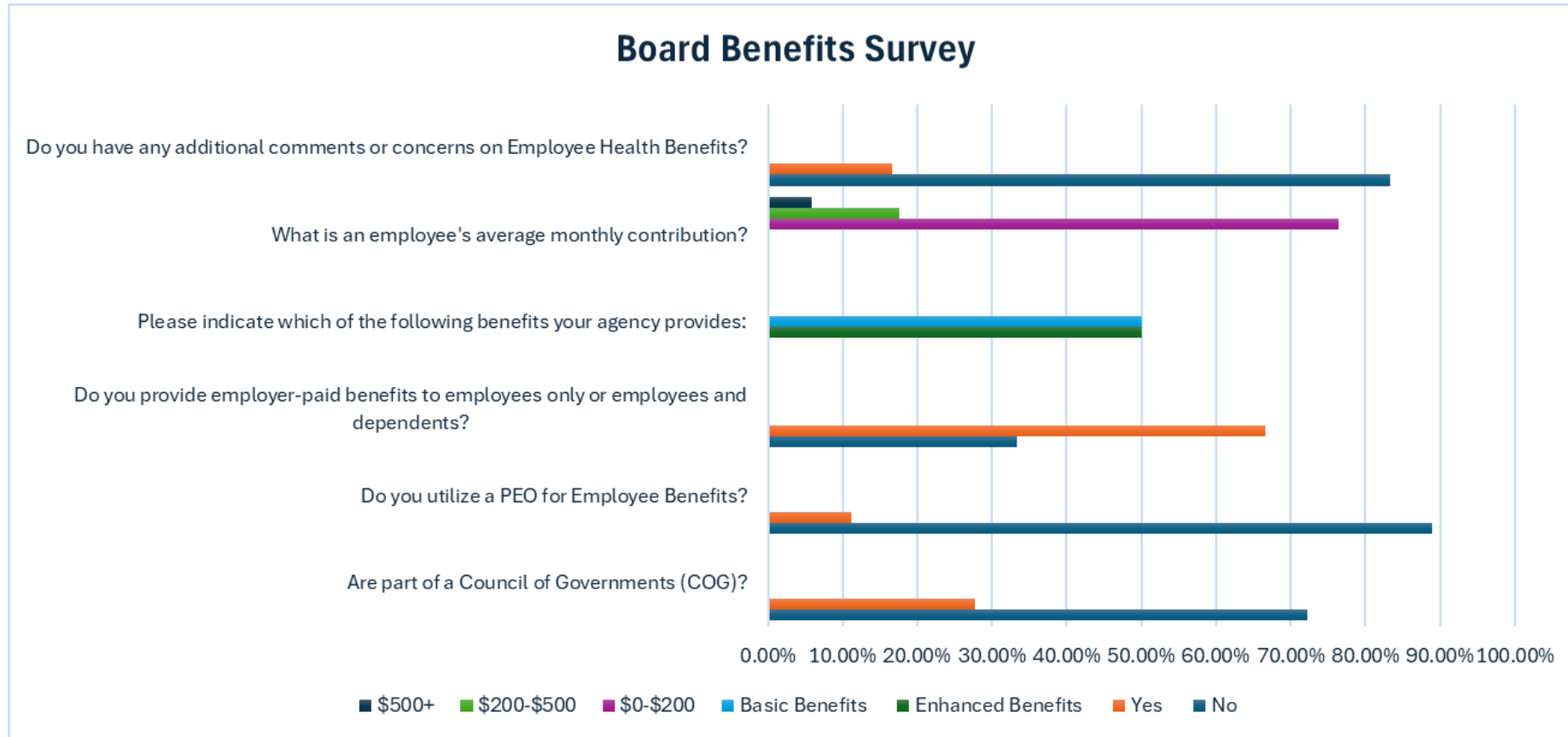
Adrian Lopez
Chief Executive Officer



Employee Benefits Analysis



Board Benefits Survey



New Grants



Teacher Externship Grant

The Externships for Teachers program aims to enhance educators' knowledge of workforce topics, especially STEM careers in the Alamo region. By providing five days of on-site and virtual externships with 15-20 local businesses and industries, the program will equip approximately 100 teachers with practical insights into real-world applications of classroom content.

Grant Award - \$200,000





Questions





Chair Report

Mary Batch
Committee Chair





Questions



Thank you!

