



Executive/Finance Committee Meeting

November 17, 2022
3:00 pm

Staples Career Center
520 N. Staples Street
Conference Room #1
Corpus Christi, TX

Join Zoom Meeting

<https://us02web.zoom.us/j/88695116737?pwd=TE1vYnlwMnYwdk1uNzNJYnBRb1Z3Zz09>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 886 9511 6737

Passcode: 393469

www.workforcesolutionscb.org

Strategic Goals

- Establish and Strengthen Partnerships
- Effectively/Efficiently Target Rural Area Services
- Increase Workforce Awareness
- Expand Innovative Services to Business
- Explore New Revenue Opportunities
- Improve Internal Efficiencies
- Refine Board Culture

Mission Statement

At Workforce Solutions of the Coastal Bend, we invest in our regional economic success through access to jobs, training, and employer services.

Value Statement

Accountability – We address our customers and co-workers in a positive manner that elevates their spirit and creates a professional, supportive workplace for staff, job seekers, and employers.

Teamwork – We combine our individual talents for the benefit of the mission and common goals leveraging our unique abilities and contributions.

Trust – We consistently deliver on our commitments to our customers and co-workers to establish strong, sustainable relationships.

Integrity – We are honest, supportive, candid in addressing difficult issues, and willing to share success to demonstrate respect and consideration for our customers and co-workers.

Tenacity – We resist giving up when the going gets tough and support our customers and co-workers in seeing that issues are resolved and the job gets done.

Understanding – We are serious and passionate about delivering our services with compassion and empathy.

Dignity – We interact with customers and co-workers professionally regardless of their backgrounds, experience, and circumstances to reflect our commitment as public servants.

Enthusiasm – We recognize the importance and value of our work and know that every day we have the opportunity to help build the economic success of our regional economy.

Disclosure and Declaration of a Conflict of Interest

Conflicts of Interest and the appearance of Conflicts of Interest shall be reported according to Board Administrative Policies #1.0.101.00 - Standards of Conduct and Conflict of Interest; and #1.0.105.00 - Reporting Conflict of Interest, Fraud, and Abuse, which were adopted by the Board of Directors on April 26, 2007.

Conflict of Interest – A circumstance in which a Board Member, Board employee, Contracted Provider, or Contracted Provider's employee is in a decision-making position and has a direct or indirect interest, particularly a financial interest, that influences the individual's ability to perform job duties and fulfill responsibilities.

Appearance of a Conflict of Interest – A circumstance in which a Board Member, Board employee, Contracted Provider, or Contracted Provider's employee's action appears to be:

- influenced by considerations of one or more of the following: gain to the person, entity, or organization for which the person has an employment interest, substantial financial interest, or other interest, whether direct or indirect (other than those consistent with the terms of the contract), or;
- motivated by design to gain improper influence over the Commission, the Agency, the Board, or the Board's Chief Elected Officials.

Code of Ethics

The Workforce Solutions Code of Ethics is a guide for dealing with ethical matters in the workplace and in our relationship with our clients and members of the community.

- We believe in respect for the individual.
- We believe all persons are entitled to be treated with respect, compassion and dignity.
- We believe in openness and honesty in dealing with the general public, the people we serve, and our peers.
- We believe in striving for excellence.
- We believe in conducting ourselves in a way that will avoid even the appearance of favoritism, undue influence or impropriety, so as to preserve public confidence in our efforts.



Executive/Finance Committee Meeting

Staples Career Center – 520 N. Staples Street – Conference Room #1
Corpus Christi, Texas

Join Zoom Meeting

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Thursday, November 17, 2022 – 3:00 pm

AGENDA

Page

- I. **Call to Order: Gloria Perez, Chair**
- II. **TOMA Rules: Janet Neely**
- III. **Roll Call: Jesse Gatewood, Secretary**.....3
- IV. **Announcement on Disclosure of Conflicts of Interest**
Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.
- V. **Public Comments**
- VI. **Discussion and Possible Action on Minutes of the September 15, 2022 Executive/Finance Committee Meeting**.....4-9
- VII. **Chair’s Report: Gloria Perez**
- VIII. **President/CEO’s Report: Ken Trevino**
 - Business Development, Public Relations and Organizational Update

(cont. page 2)

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IX. Committee Reports	
* <i>Child Care Services</i>	<i>Marcia Keener, Chair</i>10-12
* <i>Public Relations</i>	<i>C. Michelle Unda, Chair</i>13
* <i>Workforce Services</i>	<i>Manny Salazar, Chair</i>14-15
* <i>Ad Hoc Youth</i>	<i>Liza Wisner, Chair</i>16-17
X. Discussion and Possible Action to Approve FY 2023 Budget Amendment #1: Shileen Lee18-21
XI. Information Only:	
1. Facilities Update: <i>Amy Villarreal</i>22
2. Financial Report as of 09/30/2022: <i>Shileen Lee</i>23-26
3. Update on Procurements and Contracts: <i>Esther Velazquez</i>27-35
4. Performance Measure Update: <i>Amy Villarreal</i>36-39
5. Draft Agenda for the December 8, 2022 Annual Board of Directors Meeting: <i>Ken Trevino</i>40-43
XII. Adjournment	

Note: Except for expressly authorized closed sessions, meetings, discussions, and deliberations of the Board or Committees will be open to the public. Voting in all cases will be open to the public. Board members are advised that using personal communication devices to discuss Committee and Board business during the meeting may be a violation of the Texas Open Meetings Act. Such communications also may be subject to the Texas Public Information Act.

Closed Session Notice. PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

Texas Open Meetings Act (TOMA). All public meetings are required to follow all parts of the Texas Open Meetings Act. Therefore, we will be holding this meeting both in-person at our administrative offices and on **ZOOM**. With this format, comes some changes to what is required of board members and the public.

- The presiding member (Chair or designee) must be in-person at the meeting location, 520 N. Staples Street, Corpus Christi, Texas.
- Board members must be visible on camera in order to count toward the quorum and in order to vote.
- The public and all presenters will need to be visible while presenting information.

This hybrid meeting format will allow us to meet TOMA rules, while still ensuring the safety of those who must attend.

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Executive/Finance Committee Meeting
Roll Call Roster
November 17, 2022
(6 = Quorum)

- _____ Gloria Perez, Chair
- _____ Raynaldo De Los Santos II, Vice Chair
- _____ Jesse Gatewood, Secretary
- _____ John Owen, Treasurer
- _____ Ed Sample, Parliamentarian
- _____ Victor M. Gonzalez, Jr., Past Chair
- _____ Marcia Keener, Chair of Child Care Services Committee
- _____ C. Michelle Unda, Chair of Public Relations Committee
- _____ Manny Salazar, Chair of Workforce Services Committee
- _____ Liza Wisner, Chair of Ad Hoc Youth Committee

Signed

Printed Name

MINUTES
Workforce Solutions of the Coastal Bend - Executive/Finance Committee Meeting
Staples Career Center – 520 North Staples Street – Conference Room #1
Corpus Christi, Texas

Join Zoom Meeting
<https://us02web.zoom.us/j/85012792674?pwd=NWFOS1pUNHVFQWhwRDdBa0hoNzc4QT09>

Toll-Free Call In
888 475 4499 US Toll-free

Meeting ID: 850 1279 2674
Passcode: 019464

September 15, 2022 – 3:00 pm

Committee Members

Present

Gloria D. Perez, Chair
Raynaldo De Los Santos II, Vice Chair
Jesse Gatewood
John Owen
Ed Sample
Victor M. Gonzalez, Jr.
C. Michelle Unda
Manny Salazar

Absent

Marcia Keener
Liza Wisner

Others Present

Ken Trevino, Workforce Solutions
Amy Villarreal, Workforce Solutions
Shileen Lee, Workforce Solutions
Janet Neely, Workforce Solutions
Larry Peterson, Workforce Solutions
Esther Velazquez, Workforce Solutions
Alba Silvas, Workforce Solutions
Xena Mercado, Workforce Solutions
Catherine Cole, Workforce Solutions
Allyson Riojas, Workforce Solutions
Celina Leal, Workforce Solutions
Rosina Salas, Workforce Solutions
Denise Woodson, Workforce Solutions
Ruben Gonzalez, Workforce Solutions
Samantha Smolik, Workforce Solutions
Ruben Aceves, Workforce Solutions
Rufino Martinez, Workforce Solutions
Luis Rodriguez, Workforce Solutions
Artug Altug, Workforce Solutions
Chakib Chehadi, C2GPS, LLC
Geri Escobar, C2GPS, LLC
Louis Tatum, C2GPS, LLC
Kenia Dimas, BakerRipley

Other Board Members Present

Kiwana Denson

I. Call to Order

Ms. Perez called the meeting to order at 3:00 pm.

II. TOMA Rules

Ms. Neely provided information on the Texas Open Meetings Act (TOMA) Rules.

III. Roll Call

The roll was called and a quorum was present.

IV. Announcement on Disclosure of Conflicts of Interest

Attention was called to the Disclosure and Declaration of Conflict of Interest and disclosures were requested by the chair at this time. None were made.

V. Public Comments

Due to the new TOMA rules we do have a laptop setup at 400 Mann Street, Suite 800 and it is listed on the zoom call as Public. The laptop is available and open to the public.

VI. Discussion and Possible Action on Minutes of the May 12, 2022 Executive/Finance Committee Meeting

Mr. Owen moved to approve the minutes of the May 12, 2022 Executive/Finance Committee meeting. The motion was seconded by Mr. Gatewood and passed.

VII. Discussion and Possible Action on Minutes of the June 15, 2022 Executive/Finance Committee Meeting

Mr. Gatewood moved to approve the minutes of the June 15, 2022 Executive/Finance Committee meeting. The motion was seconded by Mr. Owen and passed.

VIII. Chair's Report

Meetings with President/CEO

Ms. Perez mentioned she had weekly briefings with President/CEO Mr. Trevino. Those meetings typically last one to two hours and Mr. Trevino has kept Ms. Perez informed of organizational updates.

State of the County Luncheon

Ms. Perez attended the State of the County Luncheon with members of the Executive Board and Mr. Trevino on August 30, 2022. Ms. Perez thanked the board members that were in attendance.

Ms. Perez mentioned Former TWC Commissioner and Former Texas Secretary of State Hope Andrade was also in attendance at the State of the County Luncheon. Ms. Perez and Mr. Trevino were able to meet with Former Texas Secretary of State Hope Andrade. Madam Secretary recognized Workforce Solutions Coastal Bend and the great job we did with the Teacher's Externship. Mr. Trevino stated it started over a lunch meeting with Madam Secretary when she brought the idea of the Teacher's Externship and Coastal Bend was one of the first Boards to launch it. Now 7 years later, with 100 plus teachers and different awards, Mr. Trevino stated you could sense Former Texas Secretary of State Hope Andrade's pride when she spoke about how successful the program is.

Workforce Solutions Coastal Bend Committee Meetings

Ms. Perez attended the Workforce Solutions Coastal Bend Committee Meetings. You will hear those reports later in the meeting. They were all outstanding and I would like to express my gratitude to everyone in attendance. Ms. Perez thanked the staff for all the hard work they put into the meetings.

Upcoming Events:

2022 YOU CHOOSE! Youth Career Expo

Ms. Perez provided a date for the 2022 YOU CHOOSE! Youth Career Expo which will be held at 8:30 am on Wednesday, September 21, 2022 at the Richard M. Borchard Fairgrounds, 1213 Terry Shamsie Boulevard, Robstown, TX. Ms. Perez mentioned Commissioner Aaron Demerson will be attending the event.

Board of Directors Meeting

Ms. Perez provided a date for the next Board of Directors meeting which will be held at 3:00 pm on Thursday, September 29, 2022 at the Staples Career Center, 520 N. Staples Street in conference room #1.

CEO Council Meeting

Ms. Perez provided a date for the next CEO Council meeting which will be held on Thursday, October 6, 2022 the location and time will be determined at a later time.

Hiring Red, White & You!

Ms. Perez provided a date for the Hiring Red, White & You! which will be held at 8:30 am on Thursday, November 3, 2022 at the Richard M. Borchard Fairgrounds, 1213 Terry Shamsie Boulevard, Robstown, TX.

State of the Port

Ms. Perez provided a date for the State of the Port which will be held at 11:30 am on Wednesday, November 16, 2022 at the Solomon Ortiz Center, 402 Harbor Drive, Corpus Christi, TX.

IX. President/CEO's Report

Strategic Goals

Mr. Trevino provided information on the Strategic Goals for Workforce Solutions Coastal Bend.

1. Establish and Strengthen Partnership
2. Effectively/Efficiently Target Rural Area Services
3. Increase Workforce Awareness
4. Expand Innovative Services to Business
5. Explore New Revenue Opportunities
6. Improve Internal Efficiencies
7. Refine Board Culture

Board Member Appointments & Reappointments

Mr. Trevino provided an update on Board Member Appointments and Reappointments. Mr. Trevino stated we have 31 Board Members and 17 of them were either appointed or reappointed in the last thirty days.

<u>Name</u>	<u>County</u>	<u>Category</u>	<u>Appointment/Reappointment</u>
Alma Barrera	City of CC	Public Assistance	Reappointment
Sandra Julia Bowen	Jim Wells	Private Sector	Reappointment
Andrea Chavez	Duval	Public Employment Service	Reappointment
Eric Evans	Aransas	Private Sector	Reappointment
Dr. Leslie Faught	San Patricio	Education Agency	New Appointment
Michelle Flower	City of CC	Private Sector	Reappointment
Randy Gielser	Live Oak	Private Sector	Reappointment
Dr. Justin Hoggard	Bee	Adult Basic & Continuing Edu.	Reappointment
Ofelia Hunter	Jim Wells	CBO/OL	Reappointment
Marcia Keener	San Patricio	Community-Based Organization	Reappointment
Dr. Criselda Leal	City of CC	Literacy Council	New Appointment
Travis Nelson	City of CC	Private Sector	Reappointment
Carlos Ramirez	Kleberg	Private Sector	Reappointment
Manny Salazar	Kleberg	Community-Based Organization	Reappointment
Edward Sample	City of CC	Private Sector/Veteran Rep.	Reappointment
Susan Temple	San Patricio	Private Sector	Reappointment
C. Michelle Unda	City of CC	Private Sector	Reappointment

Mr. Trevino stated all these folks wanted to be a part of this organization in this movement over the next three years.

Mr. Trevino mentioned there are two new Board Members Dr. Leslie Faught, Deputy Superintendent for Gregory-Portland Independent School District; and Dr. Criselda Leal, Executive Director for Corpus Christi Literacy Council.

Mr. Trevino included there are some board areas around the State to turn over their Board Members constantly and you have consistency there. This may show how the organization runs.

Mr. Sample recognized Mr. Trevino for being an honest man and doing a great job. Mr. Sample mentioned he has been here 17 years; he had some concerns but he does not have them anymore. Mr. Sample acknowledged Mr. Trevino for constantly keeping in contact with everyone.

X. Committee Reports

Child Care Services

Ms. Woodson provided a report on the September 6, 2022 Child Care Services Committee (included on pages 13-15 of the September 15 agenda packet).

Public Relations

Ms. Mercado provided a report on the September 7, 2022 Public Relations Committee meeting (included on page 16 of the September 16 agenda packet).

Workforce Services

Mr. Salazar provided a report on the September 8, 2022 Workforce Services Committee meeting (included on pages 17-18 of the September 15 agenda packet). Ms. Silvas provided additional information.

Ad Hoc Youth

Mr. Gonzalez, Jr. provided a report on the September 8, 2022 Ad Hoc Youth Committee meeting (included on pages 19-20 of the September 15 agenda packet). Ms. Cole provided additional information.

Mr. Gonzalez, Jr. recognized the entire staff for their presentation to the Ad Hoc Youth Committee.

Mr. Gonzalez, Jr. acknowledged and expressed his appreciation for our contractor.

XI. Discussion and Possible Action to Approve FY 2022 Budget Amendment #4:

Ms. Lee provided information on the FY 2022 Budget Amendment #4 (included on pages 21-24 of the September 15 agenda packet).

Mr. Owen moved to approve the FY 2022 Budget Amendment #4. The motion was seconded by Mr. Gonzalez, Jr. and passed.

XII. Discussion and Possible Action on Proposed FY 2023 Preliminary Budget

Ms. Lee provided information on the Proposed FY 2023 Preliminary Budget (included on pages 25-28 of the September 15 agenda packet).

Mr. Sample moved to approve the FY 2023 Preliminary Budget as presented. The motion was seconded by Mr. De Los Santos II and passed.

XIII. Discussion and Possible Action on Purchases over \$50k for Phase II Mission Facility:

1. IT Cabling
2. Burglar Alarm, Security Cameras, Access Control, Conference Room
3. Furniture

Ms. Lee provided information on the Purchases over \$50k for Phase II Mission Facility, items 1-3 (included on pages 29-30 of the September 15 agenda packet).

Mr. Owen moved to approve on the Purchases over \$50k for Phase II Mission Facility, items 1-3. The motion was seconded by Mr. De Los Santos II and passed.

XIV. Discussion and Possible Action to Approve Micro and Small Purchases Policy # 1.0.116.02:

Ms. Lee presented information on the Micro and Small Purchases Policy # 1.0.116.02 (included on pages 31-36 of the September 15 agenda packet).

Mr. Owen moved to recommend to the Board of Directors approval of Board Policy # 1.0.116.02 – Micro and Small Purchases. The motion was seconded by Mr. Gonzalez, Jr. and passed.

XV. Items for Discussion and Possible Action:

1. Discussion and Possible Action to Authorize the President/CEO to Enter into Negotiations and Subsequently Execute New Contracts and Leases Subject to Review and Approval of the Final Terms by the Executive Committee

Ms. Velazquez provided information on the New Contracts and Leases Subject to Review and Approval of the Final Terms by the Executive Committee (included on page 37 of the September 15 agenda packet).

Mr. Sample moved to recommend to the Board of Directors to authorize the President/CEO to Enter into Negotiations and Subsequently Execute New Contracts and Leases Subject to Review and Approval of the Final Terms by the Executive Committee. The motion was seconded by Mr. Owen and passed.

Ms. Lee recognized Ms. Velazquez for continuing to do a great job on the procurement side.

2. Discussion and Possible Action to Authorize the President/CEO to Execute the Options for Renewal of Contract for Fiscal Year 2022-23

Ms. Velazquez provided information on the Options for Renewal of Contract for Fiscal Year 2022-23 (included on page 38 of the September 15 agenda packet).

Mr. Gonzalez, Jr. moved to recommend to the Board of Directors to Authorize the President/CEO to execute Options for Renewal of Contract for Fiscal Year 2022-23. The motion was seconded by Mr. De Los Santos II and passed.

XVI. Information Only:

1. *Monitoring Report*

Mr. Peterson provided the following Monitoring Report and significant observations completed during the months of February - August 2022 (included on pages 39-42 of the September 15 agenda packet). TWC requires that monitoring review results be reported to all relevant parties and to the Board of Directors. The monitoring staff conduct fiscal and program reviews for compliance with federal and state laws and regulations, and compliance with TWC and local policies.

2. *Financial Report as of 07/31/2021*

Ms. Lee presented the July Financial Report (included on pages 43-46 of the September 15 agenda packet).

3. *HR Policy Update*

Ms. Lee provided an HR Policy update (included on pages 47-49 of the September 15 agenda packet).

Ms. Lee recognized Ms. Rodriguez and the entire Fiscal team for assisting in completing the HR Policy Review.

4. *IT Update*

Ms. Lee provided an IT update (included on page 50 of the September 15 agenda packet).

5. *Procurement Handbook*

Ms. Lee provided information on the Procurement Handbook (included on pages 51-81 of the September 15 agenda packet).

6. *Facilities Update*

Ms. Villarreal provided a facilities update (included on page 82 of the September 15 agenda packet).

7. *Update on Procurements and Contracts*

Ms. Velazquez provided an update on Procurements and Contracts (included on pages 83-94 of the September 15 agenda packet).

8. *Performance Measure Update*

Ms. Villarreal presented the Performance Measure Update for June 2022 (included on pages 95-98 of the September 15 agenda packet).

Ms. Perez thanked Ms. Escobar and the team for the great results.

9. *2022-2023 Holiday Schedule*

Mr. Trevino provided the approved 2022-2023 Holiday Schedule (included on pages 99-100 of the September 15 agenda packet).

10. *Draft Agenda for the September 29, 2022 Board of Directors Meeting*

Mr. Trevino provided a draft agenda for the September 29, 2022 Board of Directors meeting (included on pages 101-104 of the September 15 agenda packet).

XVII. Adjournment

The meeting adjourned at 4:33 pm.

COMMITTEE REPORT

IX – 1. Child Care Services

Committee: Child Care Services

Marcia Keener, Chair

Sandra Bowen, Vice Chair

Catrina Wilson

Justin Hoggard

Andrea Chavez

Alma Barrera

Date of Committee meeting: November 8, 2022

The Committee did have a quorum.

The following items were discussed at the meeting:

1. Summary of Child Care Performance for the Fourth Quarter of BCY2022

During the fourth quarter of BCY2022, we continued to enroll children from the wait list. Our performance target at the end of the fourth quarter of BCY2022 was to have 3,078 children enrolled in the Child Care Services (CCS) Program. Reminder: Coastal Bend received an additional **\$1,256,693.00** in federal child care stimulus funding which would allow us to enroll an additional **459** children into the CCS Program with the maximum enrollment being 3,078. The unofficial enrollment for Coastal Bend was **2,858** children enrolled in the CCS Program at the end of September 2022.

2. Summary of Child Care Performance for the Month of October of the First Quarter of BCY2023

The new performance target for BCY2023 is **3,614** children enrolled in the CCS Program. The performance target is higher in BCY2023 because our child care direct care services allocation is higher in BCY2023. We continued to enroll children from the wait list in October. The unofficial CCS Program enrollment for October was **3,028** children. The actual CCS Program performance enrollment will not be released until after the TWC State Conference which will be held at the end of November.

3. Action Plan for Child Care Performance for the Remainder of the First Quarter of BCY2023

The action plan for the remainder of the first quarter of BCY2023 is to continue enrolling children from the wait list into the CCS Program with the goal being to reach the performance target of 3,614 children enrolled in care as quickly as possible. Customers are being outreached quickly (usually within 1-2 weeks) from the wait list and placed in care faster. There were **215** children on the wait list at the end of October. The contractor staff are participating in community events to promote the CCS Program. They recently participated in the Hiring Red, White, and You event along with several other events. There are plans to create a flyer that will be used to promote the CCS Program along with updating the child care brochure and the existing child care public service announcement.

4. Analysis of Coastal Bend Child Care

There are currently 142 providers with Workforce Provider Agreements. The Board and contractor staff will be conducting outreach activities throughout the contract year to recruit additional child care

providers to participate in the Child Care Services (CCS) Program. The recruiting efforts are being done to ensure that there is a healthy base of providers (with spaces available) to meet the demands for child care services.

During the fourth quarter, we saw increases in the items listed below.

- Total subsidies paid to providers (***Nueces County - \$3,657,357.00***)(***Rural areas - \$1,536,982.00***)
- Parent share of cost fees (***Nueces County - \$551,654.00***) (***Rural areas - \$254,013.00***)
- The average number of children served (***Nueces County – 3,374***) (***Rural areas – 1,405***)

These increases can be attributed to the increase in the number of children who were enrolled into the CCS Program during the third quarter.

Top Companies Where Parents Are Employed in Nueces County

H. E. B., Corpus Christi I. S. D., and Navy Army Community Credit Union

Top Companies Where Parents Are Employed in Rural Counties

Walmart, H. E. B., and Beeville I. S. D.

5. Update on Child Care Quality Program Activities

Board staff provided an update on the child care quality program professional development training activities and events that took place and child care resources that were purchased during the fourth quarter of BCY2022

Professional Development Training Activities

07-12 & 07-13-22 “Integrating the Frogstreet Curriculum into Your Classroom Daily Schedule
Dr. Beverly Ashley
10 participants attended this training

09-27 & 09-28-22 “Integrating Lesson Plan Objectives Using Bloom’s Taxonomy into the Classroom Daily Schedule”
Dr. Beverly Ashley
33 participants attended this training

Child Care Program Events

07-23-2022 8th Annual “Back to School” Teachers Fair
Held at the Congressman Solomon P. Ortiz International Center
285 participants
11 vendors present

08-20-2022 8th Annual Directors/Early Childhood Education Teachers Convocation
Held at the Congressman Solomon P. Ortiz International Center
155 participants
9 vendors present

Child Care Resources
July 2022

Walmart Gift Card Incentive - \$100 gift cards were presented to **19** child care center directors who have attended *all* of WFSCB’s child care quality program’s summer events during the last 8 years. **(\$1,900)**

Walmart Gift Card Incentive - \$200 gift cards were presented to **276** staff at Texas Rising Star (TRS) certified child care centers who were employed at these child care centers during the onset of the COVID-19 pandemic beginning October 1, 2021 and who continue to be employed at the TRS certified child care centers. **(\$55,200)**

Outdoor Learning Environments – Two TRS level 4 star child care centers received outdoor learning environments. **(\$46,326)**

August 2022

Infant/Toddler Expansion – allows child care providers to increase the number of children they serve. WFSCB provides the classroom with furniture and resources needed and the child care center pays the child care staff person’s salary. During the fourth quarter of BCY2022, we increased the capacity to serve Workforce subsidy children by creating classrooms that will serve an additional **80** children in our region. WFSCB created **4** infant classrooms and **4** toddler classrooms. **(\$147,688)**

De Colores Child Development Center	8 children	Kinder Care Learning Center #788 (Everhart)	11 children
First Baptist Pre-School (Portland, TX)	8 children	Red Barn Private School	15 children
Kinder Care Learning Center #942 (Acushnet)	10 children	St. Bartholomew’s Episcopal Academy	12 children
Kinder Care Learning Center #370 (Rodd Field)	9 children	Ms. Toni’s Tots Christ-Led Pre-School	7 children

Frogstreet Curriculum – 7 TRS certified child care centers received replacement items for their Frogstreet curriculum kits. **(\$15,731)**

September 2022

Cleaning Supplies – the **12th** distribution of cleaning supplies to child care centers since the beginning of the COVID-19 pandemic. Cleaning supplies were distributed to **49** child care centers with **29** of those child care centers being TRS child care centers. **(\$10,178)**

The Committee took the following action:

1. The Committee approved the Minutes of the September 6, 2022 Child Care Services Committee Meeting.
2. The Committee reviewed/approved the revisions of Policy 4.3.100.08 – Child Care Eligibility.
3. The Committee reviewed/approved the revisions of Policy 4.3.108.04 – Child Care Provider Reimbursement Rates.

Additional comments:

COMMITTEE REPORT

IX – 2. Public Relations

Committee: Public Relations

Michelle Unda, Chair
Carlos Ramirez, Vice Chair
Tracy Florence
Arnoldo Cantu
Omar Lopez
Ofelia Hunter
Rosie Collin
Eric Evans

Date of Committee meeting: November 9, 2022

The Committee did have a quorum.

The following items were discussed at the meeting:

- Xena Mercado – Communication Department Updates, Completed Projects
 - Promotion, Storytelling, and Content Creation of the Following Events:
 - YOU Choose Career Expo
 - YOU Inspire Symposium
 - Hiring Red, White & YOU!
 - Breast Cancer Awareness Total Raise Announcement
 - Small Business Summit
 - Women’s Leadership Conference
- Xena Mercado - Current Projects and Program Outreach
 - Annual Report 2022 Coming Soon
- Xena Mercado - Social Media Updates and Insights
 - Jobs and Employment Report
 - Employer and Partner Data Requests.

The Committee took the following action:

Approved the minutes of May 4th, 2022 Public Relations Committee Meeting.

COMMITTEE REPORT

IX – 3. Workforce Services

Committee: Workforce Services

Manny Salazar, Chair

Iain Vasey, Vice Chair

Randy Giesler

Travis Nelson

Susan Temple

Michelle Lozano

Date of Committee meeting: November 10, 2022

The Committee did have a quorum.

The following action items were reviewed, discussed and action taken by the committee:

- Approved Workforce Services Committee Meeting Minutes of September 8, 2022.

The following information items were discussed and for information only:

Workforce Center Services:

- *Policy Review Schedule*- No policies were brought forward for review and recommendation.
- *Program Updates*- Board Team Members provided updates on the 2023 One-Stop Contract Statement of Work and development of C2GPS Service Delivery Plan. Additional meetings and focus groups are being formed to elevate the Youth, Business Solutions and Partnership sections of the Service Delivery Plan.
- Mr. Robert Reyna provided an update regarding staffing at career centers and key positions to be filled such as the Deputy Director of Finance.
- Mr. Ramsey Olivarez presented the committee with an overview of dashboards and tools; these illustrate data points for the management team to make service delivery decisions and adjustments. The committee members asked a series of questions regarding utilization and implementation of these dashboards.
- An update was provided on Hiring Red, White, and You 2023; hosted at the Richard M. Borchard Grounds on November 3rd, 2021. The Business Solutions Unit recruited an estimated 100 employers and community resources. The employers in attendance provided over 2200 employment opportunities. The estimated number of attendees was 225 job seekers. Board team members are gathering on-the-spot hires and/or job offers made. Discussion regarding logistics and research on whether hosting the event out of the city may have impacted the job seeker show rate.
- The YOU CHOOSE! Career Expo 2022 Video was displayed for committee members to view the expo at a glance. It was another successful event with an estimated 2400 Students attending.
- Mrs. Alba Silvas, Q4 Employer and Business activity information; the work continues and planning for the new program year is currently taking place.

- Mrs. Alba Silvas presented information on *Unemployment and Labor Market information*. Coastal Bend is at 5.1% Unemployment rate as of September 2022; this is a decrease from August with a rate of 5.6%.
- Ms. Allyson Riojas presented information on *Performance Measures*; As of August 2022, 2 measures at not meeting, 12 meeting, and 5 at exceeding. Information on *Caseload and Quality Assurance* review rates was also presented. C2GPS Performance Improvement Plan (PIP) has been completed as of 10.10.22.
- A brief update on *Facilities*, was also provided by Ms. Shileen Lee; specific to the build-out of the 2nd Corpus Christi Career Center at Mission Shopping Center.

Detailed information can be found in Workforce Services Committee Packet, e-mailed to Board of Directors, by Ms. Janet Neely on Monday November 7th. The packet contains detailed narratives and provides further explanation of all matters discussed and presented by the committee.

The Committee took the following action:

1. Approved the minutes of September 8th, 2022, Workforce Services Committee Meeting.

Meeting adjourned at: 2:54 pm

COMMITTEE REPORT

IX – 4. Ad Hoc Youth

Committee: Ad Hoc Youth

Liza Wisner, Chair

Victor M. Gonzalez, Jr., Vice Chair

Michelle Flower

Kiwana Denson

Date of Committee meeting: November 10th, 2022

The Committee did have a Quorum.

The following action items were reviewed, discussed and action taken by the committee:

- Approved the Ad Hoc Youth Committee Meeting Minutes of September 8th, 2022.

The following information items were discussed and for information only:

Services to Youth:

- Program Updates- Ms. Alba Silvas provided updates to the WIOA Youth summer Work Experience.
- Performance Updates- Ms. Alba Silvas provided an overview of the monthly performance measures for the Coastal Bend WIOA Youth Program per the Fourth Quarter.

Services to Special Community Populations:

- Student HireAbility Navigator- Ms. Imelda Trevino provided updates to activities serving students with disabilities.
- Foster Care Youth- Ms. Alba Silvas gave a brief overview of the Foster Care Youth updates.

Programs and Engagements:

- Texas Internship Initiative (TII)- Ms. Alba Silvas provided an update on the TII Grant and the partner provider, Education to Employment (E2E), and their program, Emerging Professionals, and their interns.
- South Texas Career Connection (STCC) – Ms. Alba Silvas gave an update to the program and the engagement efforts to the three participating school districts: Benavides ISD, Jim Hogg County ISD, and San Diego ISD.
- YOU Choose! Career Expo – Ms. Alba Silvas gave an update to the success of YOU Choose! Career Expo that was held on September 21st, 2022 at the Richard Borchard Fair Grounds.
- Career and Education Outreach Program (CEOP)- Ms. Samantha Smolik and Mr. Luis Rodriguez gave a program update to the Career and Education Outreach Program. For the Fourth Quarter, Ms. Smolik and Mr. Rodriguez provided:
 - An update to school engagements,
 - An update to VR visits and activities,
 - An update to outcomes during Educator Externship and YOU Choose! Career Expo.

Celebrating Participant Success:

- Ms. Samantha Smolik spoke regarding Ms. Jasmyn Vaiz education and career success in participating in the WIOA OSY Program.

Detailed information can be found in the Ad Hoc Youth Committee Packet, e-mailed to the Board of Directors, by Ms. Janet Neely on Wednesday November 9th.

Meeting adjourned at: 4:31 PM

ITEM FOR DISCUSSION AND POSSIBLE ACTION

X. FY 2023 Budget Amendment #1

BACKGROUND INFORMATION

The Workforce Solutions Board of Directors approved the FY 2023 Operating Budget on September 29, 2022. Budget Amendment #1 is attached with a detailed budget narrative.

RECOMMENDATION

The Executive/Finance Committee recommend to the Board of Directors approval of FY 2023 Budget Amendment #1.

WORKFORCE SOLUTIONS OF THE COASTAL BEND
BUDGET NARRATIVE
FY 2023

The proposed budget FY23 Amendment #1 to finalize the beginning budget, includes an overall revenue increase for additional funds and carryover reconciliation for a total of \$7,635,330.

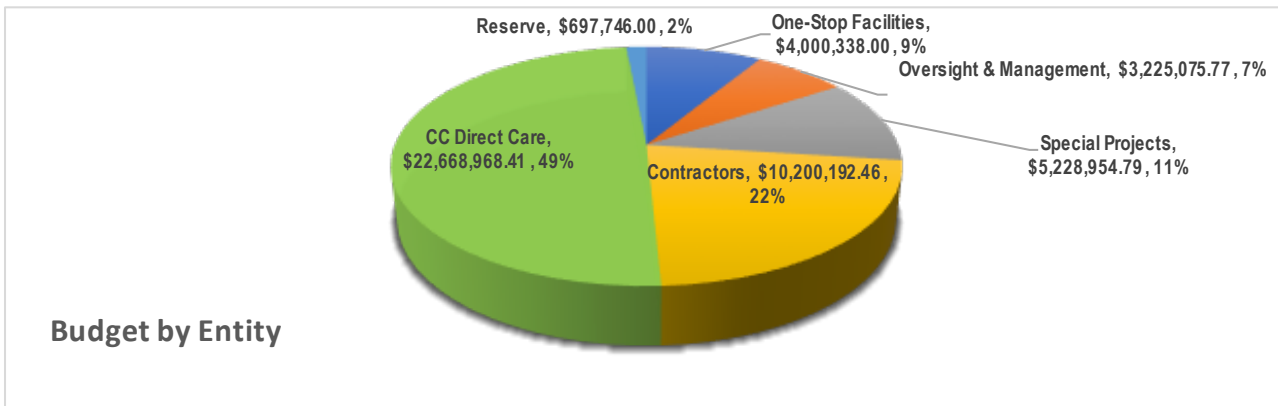
The increase in the budget will be adjusted throughout the budget to align the 2023 budget with the 2022 historical expenditures and accounting for changes in the upcoming fiscal year. Ninety percent or \$6.9M of the adjustment will be in contracted services for additional direct care and one-stop funds received. The remaining ten percent will be distributed to Management & Oversight and One Stop Operations. Oversight and Management for potential salary adjustments and related costs and travel for a total of \$282,301 and One Stop Operations for \$452,308 for Mission Plaza rent and furniture.

We are requesting approval on the final BCY2023 budget (Amendment #1).

Contract No.	Program	Total Preliminary Budget 2022-23	Total Carryover Adj - Amend#1	Final Beginning Budget
Non-TWC	Walmart (PATHS)	130,000	31,389	161,389
2220NDW001	COVID-19 Disaster Recovery	125,000	44,938	169,938
2223NCP001	Non-Custodial Parent (NCP)	136,994	5,409	142,403
222WOA001	WIOA - PY22 Adult Allocation	1,645,227	16,800	1,662,027
222WOD001	WIOA - PY22 Dislocated Worker Allocation (July)	1,649,443	-	1,649,443
222WOD001	WIOA - PY22 Dislocated Worker Allocation (Oct)	50,000	340,538	390,538
222WOY001	WIOA - PY22 Youth Allocation	1,792,915	(75,000)	1,717,915
222WOR001	WIOA - PY22 Rapid Response	25,000	4,662	29,662
2223WOZ001	WIOA - Other DW		230,000	230,000
2223CCF001	Child Care	24,599,554	4,746,499	29,346,053
2223CCM001	Child Care Local Match	1,850,560	29,884	1,880,444
2223CCP001	Child Care DFPS	300,000	889,507	1,189,507
2222CCX001	Child Care SIR	750,000	(3,814)	746,186
2223CCQ001	Child Care Quality (CCQ)	997,962	1,318,268	2,316,230
2223RAG001	Resource Administration Grant	6,923	-	6,923
2223REA001	Reemployment Services & Eligibility Assessment	258,378	148,033	406,411
2223SNE001	SNAP E&T	653,399	(123,687)	529,712
2223TAF001	Temporary Assistance for Needy Families/Choices	2,429,375	(100,000)	2,329,375
2222TRA001	Trade Act Services for Dislocated Workers	36,824	(18,412)	18,412
2223TVC001	Texas Veteran's Commission	37,412	-	37,412
2223WCI002	Workforce Commission Initiatives-RWY	12,000	-	12,000
2223WCI002	Workforce Commission Initiatives-TVLP	7,476	-	7,476
2223WCI002	Workforce Commission Initiatives-YOU Choose	35,000	-	35,000
2222WCI002	Workforce Commission Initiatives-CC Short Term Training	61,110	-	61,110
2223WPA001	Wagner-Peyser Employment Services	-	32,124	32,124
2223WOS001	Military Family Support	68,250	-	68,250
2222ATG20	Apprenticeship Texas	70,000	26,960	96,960
2222EXT001	Externships for Teachers	-	19,985	19,985
2222TAN002	Texas Internship Initiative	40,000	42,630	82,630
Non-TWC	Perkins	40,000	11,364	51,364
Non-TWC	Upskill (DelMar-E2E)	24,000	8,694	32,694
Non-TWC	STUDENT HIRABILITY (09/01/20-08/31/21)	113,000	-	113,000
Non-TWC	KINGSVILLE/BEEVILLE/STAPLES VR Monthly Expenses	120,144	-	120,144
Non-TWC	Wage Service for Paid WE 3018VRS171	90,000	8,559	98,559
Non-TWC	3022VRS047-SEAL	230,000	-	230,000
Grand Total		38,385,946	7,635,330	46,021,276

**Workforce Solutions of the Coastal Bend
FY 2022-23 Final BUDGET
For the twelve month period ending September 30, 2023**

	A FY2023 Preliminary Budget	B FY2023 Final Budget	Difference B - A
Grant revenue	\$ 38,385,946	\$ 46,021,276	\$ 7,635,330
EXPENSES			
<u>Oversight & Management</u>			
Salaries and benefits	\$ 2,161,687	\$ 2,405,433	\$ 243,745
Facilities and related expense	252,006	265,500	13,494
Furniture, Equipment & Software	96,881	96,881	-
General administrative expense	164,975	183,500	18,525
Staff development expense	30,000	50,000	20,000
Travel expense	50,000	50,000	-
Total Oversight & Management Expense	\$ 2,942,774	\$ 3,225,076	\$ 282,301
<u>One Stop Operations</u>			
Facilities and related expense	\$ 2,297,451	\$ 2,498,838	\$ 201,387
Furniture, Equipment & Software	858,500	1,195,000	336,500
General administrative expense	162,078	146,500	(15,578)
Communication expense	175,000	155,000	(20,000)
Professional fees & service	55,000	5,000	(50,000)
Client	-	-	-
Total One Stop Operation	\$ 3,548,030	\$ 4,000,338	\$ 452,308
Contracted services	\$ 31,895,141	\$ 38,795,862	\$ 6,900,720
Total expense	\$ 38,385,946	\$ 46,021,275	\$ 7,635,330
Changes in net assets	0	0	



INFORMATION ONLY

XI – 1. Facilities Updates

BACKGROUND INFORMATION

Board Professionals will provide update on:

- Facilities: Progress of New Career Center in Corpus Christi.

INFORMATION ONLY

XI – 2. Financial Report as of 09/30/2022

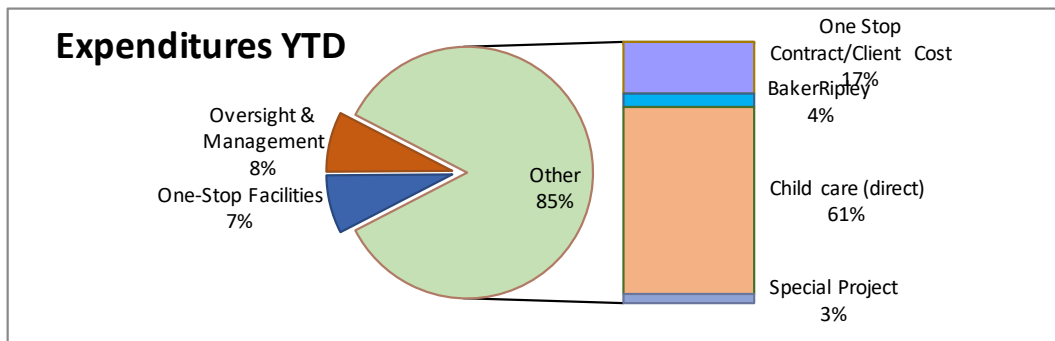
BACKGROUND

Financial statements are prepared on a monthly basis by Board Professionals. Attached is a copy of the most recent Financial Report.

Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum. Expenditures	Budget Balance	% Expended	TWC % Target
Expires 10/31/2022								
2222TAF001	TANF Choices	10/1/21	10/31/22	\$2,329,375.00	\$2,329,375.00	\$0.00	100%	92%
Expires 12/31/2022								
2222CCF001	Child Care	10/1/21	12/31/22	\$24,415,559.00	\$20,948,656.71	\$3,466,902.29	86%	80%
2222CCM001	Child Care Local Match	10/1/21	12/31/22	\$1,834,806.00	\$1,834,806.00	\$0.00	100%	NA
2222CCP001	Child Care - DFPS	9/1/21	12/31/22	\$1,032,900.00	\$658,492.98	\$374,407.02	64%	NA
2222TRA001	Trade Act Services for Dislocated Workers	10/1/21	12/31/22	\$18,412.00	\$0.00	\$18,412.00	0%	NA
2222WOS001	Military Family	1/1/22	12/31/22	\$54,600.00	\$37,862.21	\$16,737.79	69%	75%
2222WPA001	Wagner-Peyser Employment Services	10/1/21	12/31/22	\$84,878.00	\$52,753.99	\$32,124.01	62%	60%
Expires 1/31/2023								
2222ATG20	Apprenticeship Texas	2/21/22	1/31/23	\$100,000.00	\$3,040.37	\$96,959.63	3%	NA
2222EXT001	Externships for Teachers	2/9/22	1/31/23	\$166,210.00	\$146,224.52	\$19,985.48	88%	NA
Expires 3/31/2023								
2222NDW001	NDW - Coronavirus	5/5/20	3/31/23	\$878,655.00	\$708,717.19	\$169,937.81	81%	72%
2222CCQ001	Child Care Quality	10/1/21	3/31/23	\$1,418,516.00	\$585,049.22	\$833,466.78	41%	NA
2222CCX001	Child Care - Service Industry Recovery***	10/1/21	3/31/23	\$2,472,683.00	\$1,726,496.95	\$746,186.05	70%	53%
Non-TWC	Walmart - PATHS	1/1/20	3/31/23	\$300,000.00	\$138,610.57	\$161,389.43	46%	NA
Expires 5/31/2023								
2222TAN002	Texas Internship Initiative	2/7/22	5/31/23	\$100,000.00	\$17,370.06	\$82,629.94	17%	NA
2222WCI002	WCI - Workforce Commission Initiatives	10/1/21	5/31/23	\$331,680.00	\$270,570.00	\$61,110.00	82%	NA
Expires 6/30/2023								
2221WOA001	WIOA - PY22 Adult Allocation (Oct)	7/1/21	6/30/23	\$1,202,598.00	\$1,122,352.59	\$80,245.41	93%	80%
2221WOA001	WIOA - PY21 Adult Allocation (July)	7/1/21	6/30/23	\$311,865.00	\$311,865.00	\$0.00	100%	92%
2221WOD001	WIOA - PY22 Dislocated Worker Allocation (Oct)	7/1/21	6/30/23	\$1,050,767.00	\$899,008.30	\$151,758.70	86%	86%
2221WOD001	WIOA - PY21 Dislocated Worker Allocation (July)	7/1/21	6/30/23	\$263,276.00	\$263,276.00	\$0.00	100%	86%
2221WOY001	WIOA - PY21 Youth Allocation	7/1/21	6/30/23	\$1,584,376.00	\$1,440,952.50	\$143,423.50	91%	86%
2223WOZ001	WIOA - Additional Assistance	9/14/22	6/30/23	\$230,000.00	\$0.00	\$230,000.00	0%	5%
Expires 8/31/2022								
Non TWC	Perkins	7/1/20	8/31/23	\$75,000.00	\$75,000.00	\$0.00	100%	NA
Non TWC	Perkins	12/1/21	8/31/23	\$80,000.00	\$28,636.37	\$51,363.63	36%	NA
Non TWC	KINGSVILLE/BEEVILLE/STAPLES VR EXPENSES	8/1/21	8/31/23	\$120,144.00	\$117,829.67	\$2,314.33	98%	NA
Non TWC	Wage Service for Paid WE 3018VRS171	8/1/20	8/31/23	\$112,500.00	\$13,441.27	\$99,058.73	12%	NA
Non TWC	3018VRS133 - STUDENT HIRABILITY (09/01/21-08/31/22)	8/1/21	8/31/23	\$105,000.00	\$65,359.52	\$39,640.48	62%	NA
Expires 9/30/2022								
2223NCP001	Noncustodial Parent Choices Program	9/1/22	9/30/23	\$142,403.00	\$10,296.25	\$132,106.75	7%	8%
Non TWC	3022VRS047	10/1/21	9/30/23	\$460,000.00	\$244,066.63	\$215,933.37	53%	NA
Expires 12/31/2023								
2223CCF001	Child Care	9/30/22	12/31/23	\$25,883,831.00	\$0.00	\$25,883,831.00	0%	0%
2223CCP001	Child Care - DFPS	9/1/22	12/31/23	\$815,100.00	\$51,874.13	\$763,225.87	6%	6%
Expires 6/30/2024								
2222WOA001	WIOA - PY22 Adult Allocation (July)	7/1/22	6/30/24	\$347,949.00	\$284,503.20	\$63,445.80	82%	13%
2222WOD001	WIOA - PY22 Dislocated Worker Allocation (July)	7/1/22	6/30/24	\$390,538.00	\$0.00	\$390,538.00	0%	13%
2222WOR001	WIOA - PY22 Rapid Response	7/1/22	6/30/24	\$29,662.00	\$1,503.55	\$28,158.45	5%	13%
2222WOY001	WIOA - PY22 Youth Allocation	7/1/22	6/30/24	\$1,695,253.00	\$337,998.32	\$1,357,254.68	20%	13%
Expires 4/30/2025								
Non TWC	Upskill (Del Mar-E2E)	4/1/22	4/30/22	\$66,000.00	\$9,305.83	\$56,694.17	14%	NA
				\$70,504,536.00	\$34,735,294.90	\$35,769,241.10		

**WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES
For the Month Ending
September 30, 2022**

	FY2022 Amended Budget	Current	YTD	% Expended
REVENUES				
Grant revenue - federal	43,317,055	3,135,083	37,343,098	86%
Grant revenue - Non federal	30,000	409	2,432	
	43,347,055	3,135,492	37,345,530	86%
EXPENSES				
Oversight & Management				
Salaries and benefits	2,161,687	189,404	2,161,509	100%
Facilities and related expense	252,006	20,267	250,158	99%
Furniture, equipment, & software	96,881	9,578	85,047	88%
General administrative expense	164,975	2,858	162,164	98%
Communication expense	63,225	3,202	37,449	59%
Professional fees and services	124,000	2,632	129,440	104%
Staff development expense	30,000	85	31,552	105%
Travel expense	50,000	5,850	48,159	96%
Total Oversight & Management Expense	2,942,774	233,876	2,905,478	99%
One Stop Operations				
Facilities and related expense	1,797,451	420,655	2,138,239	119%
Furniture, equipment, & software	858,500	26,108	423,729	49%
General administrative expense	162,078	11,349	129,629	80%
Communication expense	175,000	10,958	127,542	73%
Professional fees and services	55,000	-	210	0%
Total One Stop Operations	3,048,030	469,071	2,819,350	92%
Contracted services	37,356,251	2,787,334	31,975,492	86%
Total expense	43,347,055	3,490,281	37,700,319	87%



WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES

For the Month Ending
September 30, 2022

ASSETS

Current Assets

Cash & Cash Equivalents	\$	105,596
Money Market Account	\$	815,333
Due from TWC		247,839
Accounts Receivable		3,173
Prepaid Expense		1,526,139
Other Assets		33,008
Total Current Assets	\$	2,731,088

Fixed Assets

Building Improvements	\$	351,101
Furniture and Equipment		2,422,767
Less Accumulated Depreciation		(1,967,151)
Net Fixed Assets	\$	806,717

Total Assets

\$ 3,537,806

LIABILITIES

Current Liabilities

Accounts Payable	\$	2,399,973
Accrued Expense		277,489
Accrued Vacation		92,569
Total Current Liabilities	\$	2,770,031

NET ASSETS

Unrestricted-Non-Federal Fund	\$	261,399
Temporarily Restricted-Ticket to Work/Other		(17,870)
Investment in Fixed Assets		524,246
Total Net Assets	\$	767,774

Total Liabilities and Net Assets

\$ 3,537,806

INFORMATION ONLY

XI – 3. Update on Procurements and Contracts

BACKGROUND

An update on procurements and contracts is provided on the following pages. The changes are in the highlighted text.

UPDATE ON PROCUREMENTS

Ongoing Procurements	Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
None					

Future Procurements	Anticipated Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
RFA for Professional Development Trainers To Provide Training to Child Care Providers	TBD	Various (dependent upon training dates)	TBD	Unknown	RFA will remain open until August 11, 2023
RFQ for 401(k) Plan Administrator for Bundled Services	TBD	TBD	TBD	YES	
RFQ for Commercial Real Estate Broker Services	TBD	TBD	TBD	Unknown	

Anticipated dates and costs are contingent upon the completion of the procurement outcomes.

SUBRECIPIENT / CONTRACTOR LOG 2022-2023

NAME	CONTRACTORS	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
C2 Global Professional Services, LLC	Management and Operation of Workforce Centers (and Youth Development Services)	\$6,557,324.10	Renewal 3 of 3	10/1/22 – 09/30/23
BakerRipley	Direct Child Care Services	\$34,484,842	Renewal 1 of 3	10/1/22 – 09/30/23

NAME	PROFESSIONAL & CONSULTING SERVICES	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Wood, Boykin, & Wolter, P.C.	Legal Services	\$35,000	Renewal 2 of 3	10/1/22 – 9/30/23
CLK Architects & Associates	Architecture, Design & Certified Space Planning Services	\$50,000	Renewal 1 of 3	10/1/22 – 9/30/23
Marshall Company, Ltd.	General Contractor Services – Mission Plaza Phase II	\$1,069,060	Year 1 (3 renewals)	10/1/22 – 9/30/23
Vertical Computers	IT Professional Services	\$100,000	Renewal 1 of 3	10/1/22 – 9/30/23

NAME	CAREER CENTERS	ANNUAL BASE RENT	CONTRACT STATUS	CONTRACT PERIOD
PAK 56 Plaza LLC, SGT 44 Pirate LLC	Lease Agreement for Center Office in Pirate Plaza, Sinton (≈ 3,650 sq ft)	\$63,805	Year 5 of 5	1/01/22 – 12/31/22
Texas Workforce Commission	Building Use Lease Agreement Staples, Corpus Christi (≈ 22,616 sq ft)	\$0		10/1/22 – 9/30/23
Coastal Bend College	Lease Agreement for Office Space Beeville (≈3,850 sq ft)	\$49,014	Year 1 of 4 Pending	10/1/22 – 9/30/23
Coastal Bend College	Lease Agreement for Office Space Alice (≈2,730 sq ft)	\$34,902	Year 2 of 4	2/1/22 – 1/31/23
Coastal Bend College	Lease Agreement for Office Space Kingsville (≈3,191 sq ft)	\$40,711	Year 2 of 4	5/1/22 – 4/30/23
B-Y Mission Plaza CC, LTD	Shopping Center Lease Agreement Ayers (Mission Plaza), Corpus Christi (≈ 24,973 sq ft) Lease Term April 10, 2021 – December 31, 2032	\$0 No rent due until 1/1/23	Year 2 of 11	1/1/22 - 12/31/22
Goodwill Industries of South Texas	MOU for Office Space Rockport (≈ 612 sq ft)	\$11,985	Year 1 of 3	5/12/22 – 4/30/25

SUBRECIPIENT / CONTRACTOR LOG 2022-2023

NAME	OTHER CONTRACTS / AGREEMENTS	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Sec Ops, Inc.	Security Guard Services	\$100,000	Renewal 2 of 2	10/1/22 – 9/30/23
Frost Bank	Banking Services	Fee Based	Renewal 3 of 3	9/1/22 – 8/31/23
The Safeguard System, Inc.	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	\$10,000	Renewal 2 of 2	10/1/22 – 9/30/23
Rural Economic Assistance League, Inc. (REAL)	Transportation Assistance Services to Aransas, Bee, Brooks, Duval, Jim Wells, Live Oak, Refugio, and San Patricio Counties	NTE \$5,000	Renewal 2 of 2	10/1/22 – 9/30/23
County of Kleberg Human Services	Transportation Assistance Services to Kleberg and Kenedy Counties	NTE \$5,000	Renewal 2 of 2	10/1/22 – 9/30/23
Valero Payment Services Company	Gas Cards for Program Participants	NTE \$204,000	Renewal 3 of 3	10/1/22 – 9/30/23
Economic Modeling, LLC (EMSI)	Economy and LMI Tool	Developer Agreement \$16,000 Career Coach Agreement \$7,500	Renewal 2 of 2	10/1/22 – 9/30/23
M&Rs Elite Janitorial Solutions, LLC	Janitorial Cleaning Services (Career Centers in Corpus Christi & Sinton)	\$200,000	Renewal 3 of 3	10/1/22 – 9/30/23
Education to Employment Partners	Texas Internship Initiative	\$90,910	Year 1	4/1/22 – 5/31/23
	Amendment #1 – To decrease budget by \$1 with changes to various expenditure line-item amounts.			

TWC GRANTS & CONTRACTS LOG 2022–2023

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
TX-34 Disaster Recovery Dislocated Worker Grant – COVID -19	2220NDW001	To assist affected individuals residing in the local Workforce Development Board affected by COVID-19. Considered to be supplemental resources that provide flexibility to communities in responding to and recovering from unexpected events that cause large-scale job loss that exceed the capacity of the state and local area to address with formula resources.	\$878,655	5/5/20 – 3/31/23
	Amendment #1 – Extended grant period end date from 3/31/21 to 3/31/22, increased grant award amount by \$1,450,744 and revised award terms and conditions. Amendment #2 – Revised statement of work financial requirements. Amendment #3 – Revised statement of work project requirements. Amendment #4 – Revised statement of work project requirements, uniform administrative requirements and decreased (voluntary return) award amount by \$503,317. Amendment #5 – Revised statement of work project requirements, uniform administrative requirements and extending grant period end date to 3/31/23. Amendment #6 -Revised uniform administrative requirements and award amended to reflect voluntary deobligation of \$142,493.			
Workforce Innovation and Opportunity Act – Dislocated Worker	2221WOD001	To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,314,043	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			
Workforce Innovation and Opportunity Act – Adult	2221WOA001	To provide job seekers and workers with the high-quality career services, education and training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports including education and training for their current workforce.	\$1,514,463	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			
Workforce Innovation and Opportunity Act – Youth	2221WOY001	To provide funds to plan and deliver services to low-income youth and young adults, ages 14-24, who face barriers to employment, beginning with career exploration and guidance, continued support for educational attainment, opportunities for skills training in in-demand industries and occupations, and culminating with good job along a career pathway or enrollment in post-secondary education.	\$1,584,376	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			

TWC GRANTS & CONTRACTS LOG 2022–2023

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Apprenticeship Texas Expansion	2222ATG001	To build registered apprenticeship into mainstream education pathway option to help maintain prominence in building the strongest, most adaptable, and most credentialed workforce. Includes apprenticeships in industries such as IT, Healthcare, Advanced Manufacturing, Skilled Trades, and Cybersecurity Services.	\$100,000	2/1/22 – 1/31/23
Texas Department of Family and Protective Services (DFPS) Child Care	2222CCP001	To purchase child care services for children who are deemed eligible and authorized for services by DFPS.	\$0	9/1/21 – 12/31/22
Amendment #1 – Revised general terms and conditions and statement of work project requirements.				
CCDF Quality Improvement Activity	2222CCQ001	Local Boards areas and their subcontractors that implement child care quality improvement activities shall do so according to the rules and regulations established by the lead agency.	\$1,418,516	10/1/21 – 3/31/23
Amendment #1 – Revised statement of work – project requirements, financial requirements, uniform administrative requirements, and to extend grant period from 10/31/22 to 3/31/23.				
Service Industry Recovery (SIR) Child Care	2222CCX001	Child Care services are provided to families who meet the eligibility criteria. These direct child care services allow SIR parents to work, and contribute to the state's COVID economic recovery.	\$2,472,683	10/1/21 – 3/31/23
Amendment #1 – Revised to decrease grant award by \$7,324,114.				
Externship for Teachers	2222EXT001	To be the lead organization for implementing the 7 th Annual Youth Opportunities Unlimited (YOU) Learn! Educator Externship program (EdEx) in Summer 2022.	\$166,210	2/9/22 – 1/31/23
Texas Internship Initiative	2222TAN02	Recruit, train, place, monitor and evaluate 40 high school student interns in high-demand STEM fields, including accounting, business management/operations, construction management, engineering, healthcare and information technology.	\$100,000	2/7/22 – 5/31/23
Trade Act Services for Dislocated Workers	2222TRA001	To fund required remedial skills training, allowable prerequisite training, and vocational training costs for eligible trade certified dislocated workers. Activities under this grant must seamlessly integrate industry and employer needs with the preparation of job seekers for the transition to new and sustainable employment.	\$18,412	10/1/21 – 12/31/22

TWC GRANTS & CONTRACTS LOG 2022–2023

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Commission Initiatives	2222WCI002	To fund projects that strengthen and add value to the delivery system in its workforce area.	\$331,680	10/1/21 – 5/31/23
	Amendment #1 – Revised GTC table of contents, statement of work project & financial requirements, uniform administrative requirements, special federal award terms and conditions & increased grant amount by \$61,110.			
	Amendment #2 – Revised statement of work project requirements, uniform administrative requirements and grant award increased by \$84,761			
	Amendment #3 – Revised statement of work project & financial requirements.			
	Amendment #4 – Revised statement of work project, financial & uniform administrative requirements and amending the grant end date to May 31, 2023.			
Amendment #5 - Revised statement of work project requirements, Attachment A-1.				
Workforce Innovation and Opportunity Act – Adult	2222WOA001	To provide job seekers and workers with the high-quality career services, education, training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports including education and training for their current workforce.	\$1,617,444	7/1/22 – 6/30/24
Workforce Innovation and Opportunity Act – Dislocated Worker	2222WOD001	To support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,708,397	7/1/22 – 6/30/24
	Amendment #1 – Revised statement of work - financial requirements,			
Workforce Innovation and Opportunity Act – Rapid Response	2222WOR001	To support the planning and delivery of Rapid Response services to dislocated workers, including trade-affected workers.	\$29,662	7/1/22 – 6/30/23
Military Family Support	2222WOS001	To better meet the needs of military spouses entering the job market from military installations in Texas. The program will provide enhanced job search assistance, assessment of skills, LMI, resume writing, interview skills, and if funding is available, to support training in high-demand occupations.	\$54,600	1/1/22 – 12/31/22
Wagner-Peyser Employment Services	2222WPA001	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services into the Workforce Solutions Offices.	\$84,878	10/1/21 – 12/31/22
	Amendment #1 - Revised statement of work - project & financial requirements.			
Agency Board Agreement	2223ABA001	To establish the nature of the working relationship between the Agency and the local Workforce Board to include the goals, responsibilities and obligations with respect to the administration of these programs, or other service delivery programs.	Non-Financial	10/1/22 – 9/30/24

TWC GRANTS & CONTRACTS LOG 2022–2023

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Child Care Services Formula Allocation	2223CCF001	Child Care services are provided to families who meet the eligibility criteria. These direct child care services allow parents to work or to attend school or training, which helps them achieve economic self-sufficiency.	\$25,883,831	9/30/22 – 12/31/23
Child Care and Development Fund Child Care Local Match	2223CCM001	Child Care services are provided to families who meet the eligibility criteria. These direct child care services allow parents to work or to attend school or training, which helps them achieve economic self-sufficiency.	\$1,880,444	10/1/22 – 12/31/23
Texas Department of Family and Protective Services (DFPS) Child Care	2223CCP001	To purchase child care services for children who are deemed eligible and authorized for services by DFPS.	\$0.00	9/1/22 – 12/31/23
CCDF Quality Improvement Activity	2223CCQ001	Local Boards areas and their subcontractors that implement child care quality improvement activities shall do so according to the rules and regulations established by the lead agency.	\$1,482,763	10/1/22 – 10/31/23
Vocational Rehabilitation Integration Agency Contract - Infrastructure Cost Reimbursement Agreement	2223COL001	Infrastructure Cost Reimbursement Agreement for services pertaining to co-locating and integrating VR staff at WFSCB offices. Reimburses initial start-up, reoccurring monthly and shared VR costs.	\$120,144	9/1/22 – 10/31/23
Noncustodial Parent Choices Program	2223NCP001	Employment program that targets low-income, unemployed, or underemployed NCPs who are behind on their child support payments. Goals of the program are to help NCPs who have substantial barriers to employment and career advancement, become economically self-sufficient while also making consistent child care payments.	\$142,403	9/1/22 – 9/30/23
Reemployment Services and Eligibility Assessment	2223REA001	To provide claimants with access to a widely array of available resources that support reemployment and to connect claimants to the direct provision of intensive career services as appropriate. This program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.	\$406,411	10/1/22 – 9/30/23
Resource Administration Grant	2223RAG002	To acquire and support shared facilities and in those facilities, to acquire goods and services that support access to and use of common equipment, hardware platforms, consumables, and telecommunications networks amongst Board, Agency, and workforce service provider staff.	\$6,923	10/1/22 – 9/30/23
Temporary Assistance for Needy Families/Choices	2223TAF001	To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.	\$2,328,761	10/1/22 – 10/31/23

TWC GRANTS & CONTRACTS LOG 2022–2023

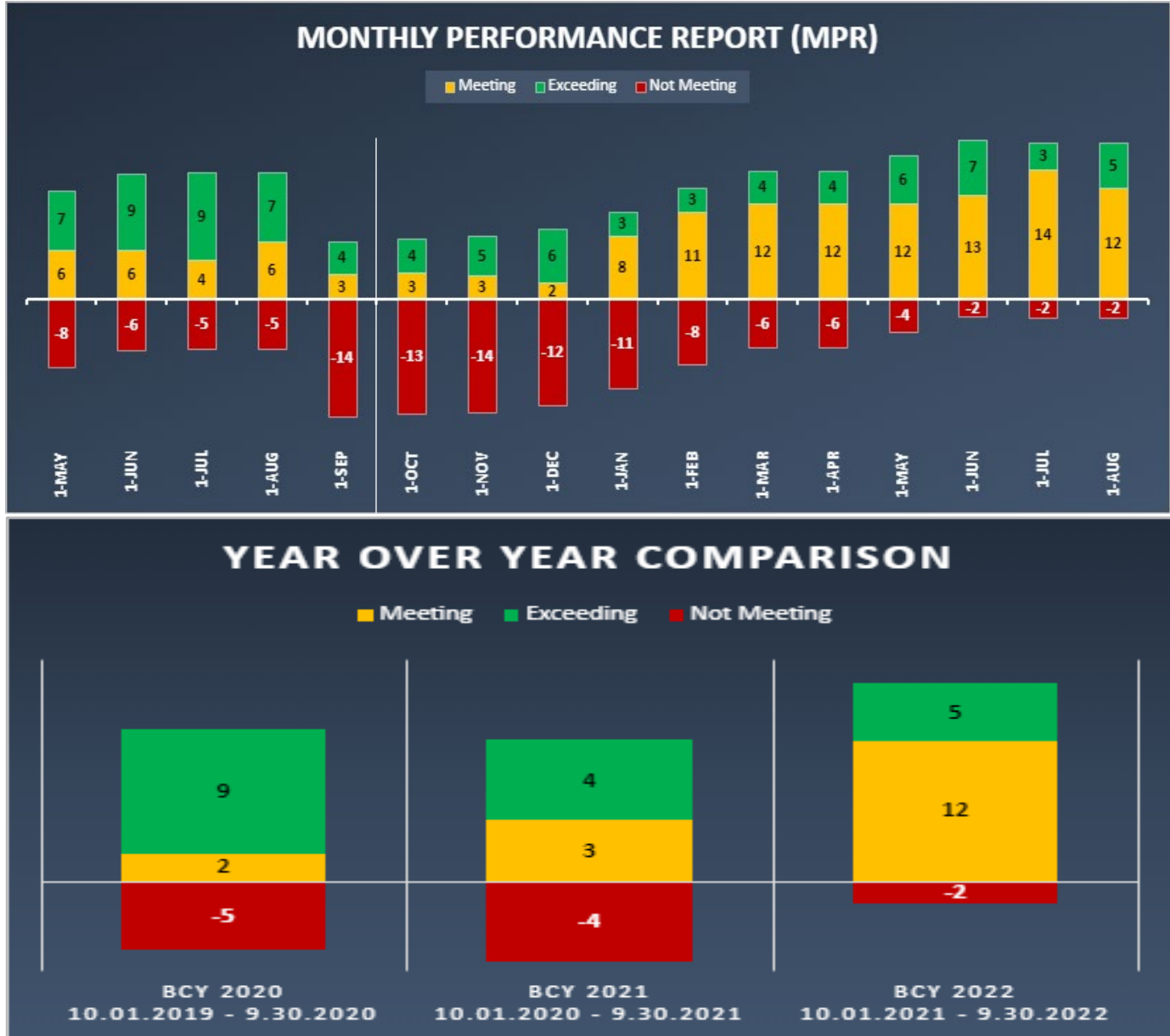
NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Trade Act Services for Dislocated Workers	2223TRA001	To fund required remedial skills training, allowable prerequisite training, and vocational training costs for eligible trade certified dislocated workers. Activities under this grant must seamlessly integrate industry and employer needs with the preparation of job seekers for the transition to new and sustainable employment.	\$10,000	10/1/22 – 12/31/23
Workforce Commission Initiatives	2223WCI001	To fund projects that strengthen and add value to the delivery system in its workforce area.	\$56,291	10/1/22 – 9/30/23
Workforce Innovation and Opportunity Act – Additional Assistance for Adult and Dislocated Worker Services	2223WOZ001	To support the delivery of services to adults and dislocated workers due to the increased demand for the employment and training activities funded through the Board's WIOA allocation.	\$230,000	9/14/22 – 6/30/23
Wagner-Peyser Employment Services	2223WPA001	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services into the Workforce Solutions Offices.	\$36,459	10/1/22 – 12/31/23

INFORMATION ONLY

XI – 4. Performance Measure Update - BCY 2021 – 2022

BACKGROUND INFORMATION

Performance Measure Update (August 2022 Final Release)
 Performance Synopsis
 Board Contract Year: 2022
 BCY 2022 Timeframe: October 1, 2021 – September 30, 2022



Background

Listed below are the TWC Performance Measures definitions and an indication of whether the individual measures are attained or not, Target % and Current %. The Percentages of target attained are represented by the following:

Non-WIOA Measures	WIOA Measures
+P (Exceeding) – Meeting performance – Greater than 105%	+P (Exceeding) – Meeting performance – Greater than 110%
MP – Meeting performance – Greater than 97.5% and Equal to or Less than 105%	MP – Meeting performance – Greater than 95% and Equal to or Less than 110%
MP – Meeting at Risk – Equal to or Greater than 95% and Equal to or Less than 97%	MP – Meeting at Risk – Equal to or Greater than 90% and Equal to or Less than 95%
-P – Not meeting performance – Less than 95%	-P – Not meeting performance – Less than 90%

Explanation of Measures in Negative Performance for August 2022

Performance Measure	Current		Current Performance	YTD Current % Target	EOY % Goal
	Numerator	Denominator			
1. Credential Rate – C&T Participants	76	131	58.02%	82.77%	70.10%
2. Choices Full Engagement Rate – All Family Total	24	57	43.26%	86.52%	50.00%
Board Actions: Performance Improvement					

C2GPS continues to improve each performance measure including the Choices Full Engagement Measure with a positive trend month over month from December to August based on TWC Web Reports and TWC MRP reports.

The Board team continued to meet with C2GPS (C2) Management on a bi-weekly basis through the Performance Improvement Plan(PIP) process to discuss any questions and/or to provide Technical Assistance with updates.

As of October 1,2022, the Board team held twenty-one (21) PIP Meetings with C2 Leadership. The agenda topics are focused on performance improvement, attainment, and sustainability, data integrity, new hire training in TWIST and WIT Systems.

C2GPS has completed satisfactory improvement and sustainability for PIP to be completed as of October 10,2022. Board Team will continue to work with C2GPS on all aspects of Service Delivery including: Enrollments, Caseloads, Compliance and Quality Assurance.

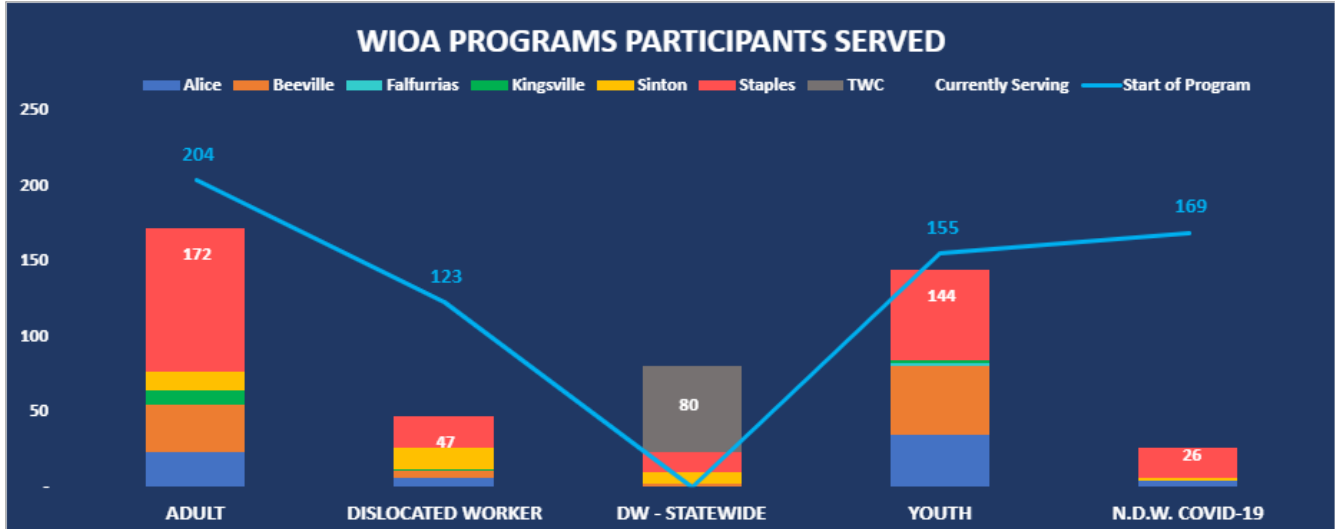
Because WFSCB remains on a TWC Technical Assistance Plan(TAP) for Choices Full Engagement Rate; therefore, C2GPS will continue with activities prescribed in TAP submitted to TWC April 2022.

INFORMATION ONLY

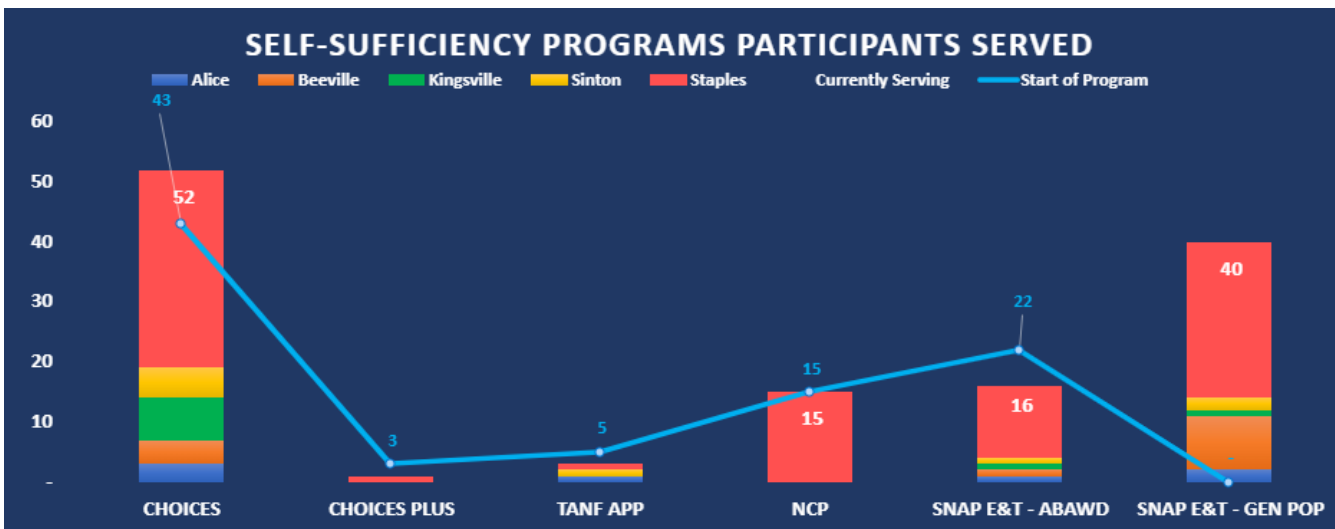
XI – 4. Performance Measure Update BCY 2021 – 2022 – Continued

BACKGROUND INFORMATION

Caseload Report Update – Participants Currently Being Served

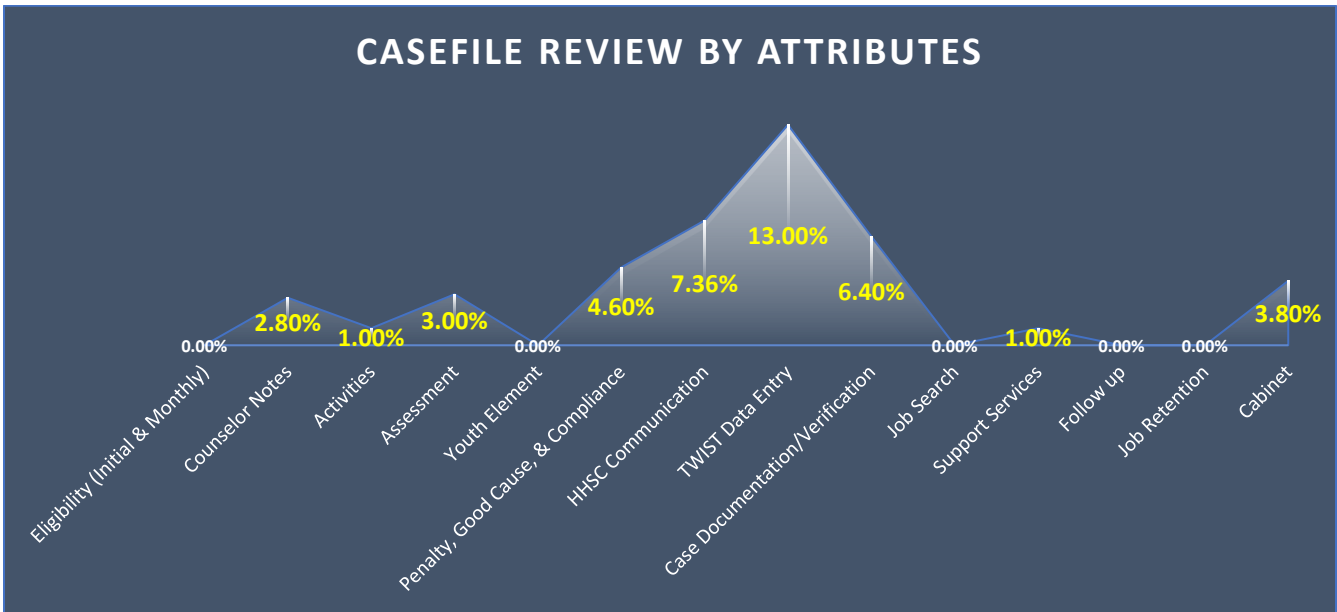
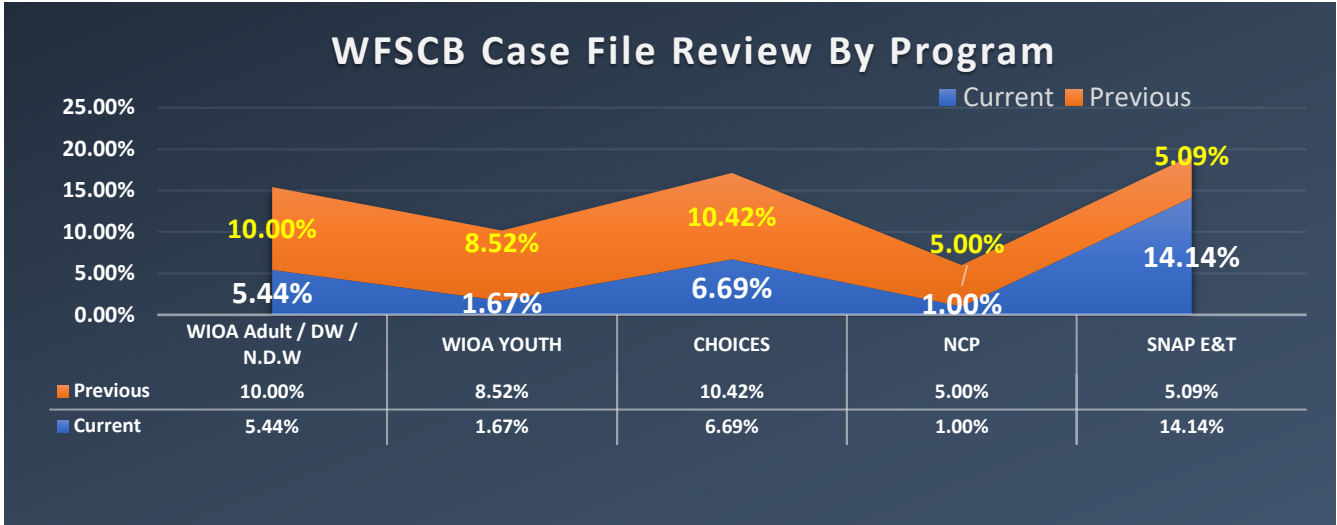


Total WIOA Participants: 469



Total Self-Sufficiency Participants: 127

Quality Assurance



INFORMATION ONLY

XI – 5. Draft Agenda for the December 8, 2022 Annual Board of Directors Meeting.

BACKGROUND

Attached is a draft agenda for the December 8, 2022 Annual Board of Directors meeting.



Annual Board of Directors Meeting

Congressman Solomon P. Ortiz International Center – 402 Harbor Drive – Nueces Room
Corpus Christi, Texas

Join Zoom Meeting

<https://us02web.zoom.us/j/85680731485?pwd=ZDlnUU80cVpLQmorNmxdXBLL29jZz09>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 856 8073 1485

Passcode: 382069

Thursday, December 8, 2022 – 3:00 pm

AGENDA - DRAFT

- I. Call to Order: *Gloria Perez, Chair*
- II. TOMA Rules: *Janet Neely*
- III. Roll Call: *Jesse Gatewood, Secretary*
- IV. **Announcement on Disclosure of Conflicts of Interest**
Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.
- V. **Public Comments**
- VI. **Board Comments**
- VII. **Discussion and Possible Action on Minutes of the September 29, 2022 Board of Directors Meeting**
- VIII. **CEO Council Report:** *Judge Jim Huff, Lead, CEO*
- IX. **Chair's Report:** *Gloria Perez*

(cont. page 2)

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Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (voice)

- X. **Year-In-Review Committee Reports:**
- * *Child Care Services* *Marcia Keener, Chair*
 - * *Public Relations* *C. Michelle Unda, Chair*
 - * *Workforce Services* *Manny Salazar, Chair*
 - * *Ad Hoc Youth* *Liza Wisner, Chair*
 - * *Ad Hoc Nominating* *Tracy Florence, Chair*
- XI. **Discussion and Possible Action to Approve FY 2023 Budget Amendment #1:** *Shileen Lee*
(Reviewed and Approved for recommendation by Executive/Finance Committee on November 17, 2022)
- XII. **Discussion and Possible Action to Approve Micro and Small Purchases Policy # 1.0.116.02:**
Shileen Lee
(Reviewed and Approved for recommendation by Executive/Finance Committee on September 15, 2022)
- XIII. **Consent Agenda Action Items:** *(a note on Consent Agenda items is included at the end of this agenda):*
1. Policy #4.3.100.08 – Child Care Eligibility
(Recommended for approval at the November 8, 2022 Child Care Services Committee)
 2. Policy #4.3.108.04 – Child Care Provider Reimbursement Rates
(Recommended for approval at the November 8, 2022 Child Care Services Committee)
- XIV. **President/CEO Report:** *Ken Trevino*
1. Annual Update
- XV. **Discussion and Possible Action on Nomination and Election of Officers for 2023**
- XVI. **Adjournment**

Note: Except for expressly authorized closed sessions, meetings, discussions, and deliberations of the Board or Committees will be open to the public. Voting in all cases will be open to the public. Board members are advised that using personal communication devices to discuss Committee and Board business during the meeting may be a violation of the Texas Open Meetings Act. Such communications also may be subject to the Texas Public Information Act.

Closed Session Notice. PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

(cont. page 3)

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Texas Open Meetings Act (TOMA). All public meetings are required to follow all parts of the Texas Open Meetings Act. Therefore, we will be holding this meeting both in-person at our administrative offices and on **ZOOM**. With this format, comes some changes to what is required of board members and the public.

- The presiding member (Chair or designee) must be in-person at the meeting location, 402 Harbor Drive, Corpus Christi, Texas.
- Board members must be visible on camera in order to count toward the quorum and in order to vote.
- The public and all presenters will need to be visible while presenting information.

This hybrid meeting format will allow us to meet TOMA rules, while still ensuring the safety of those who must attend.

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WFSCB Glossary of Terms

Program Title	Acronym	Program Description
Able-bodied Adult Without Dependents	ABAWD	An individual 18 yrs.+, but under the age of 50, without dependents. SNAP-ABAWD recipients are referred by the Texas Health and Human Services Commission (HHSC).
Board Contract Year	BCY	Board Contract Year (runs from Oct. 1 - Sept. 30)
Career & Education Outreach Program	CEOP	Provides career information to students at public middle and high schools, grades six through twelve, to direct students towards high-growth/high-demand occupations. Students receive in-depth information and directions on career choices as well as access to workforce resources.
Dislocated Worker	DW	An individual who has been terminated or laid off from employment is not eligible for unemployment benefits due to insufficient earnings and is unlikely to return to a previous industry or occupation.
Department of Labor	DOL	United States Department of Labor
Educator Externship	EDEX	Informs teachers of the skill sets needed for in-demand jobs, and allows the teachers to inform and guide students toward employment in industries that match their skill sets.
Employment Services (Wagner-Peyser)	ES	Services for employers and job seekers to ensure employers have access to qualified workers. Provides job matching and recruitment services to employers and job seekers.
Eligible Training Provider	ETP	Training providers certified by the Texas Workforce Commission to provide WIOA-funded training programs.
Eligible Training Program List	ETPL	A comprehensive list of training programs approved for WIOA-funded training using Individual Training Accounts.
Fiscal Year	FY	The fiscal year is the accounting period of the federal government. It begins on October 1 and ends on September 30 of the next calendar year.
Individual Training Accounts	ITA	An account established for eligible WIOA customers for training in an array of state-approved training programs. ITAs may be used only for programs included on the statewide ETPL.
Local Workforce Development Board	LWDB	Local workforce development board established in accordance with WIA Section 117, for the purpose of policy planning for a local area and has the responsibility to ensure that the workforce needs of employers and job seekers in the geographic area governed by the local unit of government are met.
Monthly Performance Report	MPR	Performance accountability indicators used to assess the effectiveness of states and local workforce systems to achieve positive outcomes for individuals served by the six core workforce programs.
Migrant and Seasonal Farmworker Program	MSFW	A nationally directed program created by Congress in response to the chronic seasonal unemployment and underemployment experienced by migrant and seasonal farmworkers (MSFW). Provides funding to help migrant and seasonal farmworkers and their families achieve economic self-sufficiency.
National Dislocated Worker	NDW	A grant awarded to areas affected by major disaster or national catastrophe to assist in disaster relief employment and assist the substantial number of workers who were forced to relocate from an area in which a disaster has been declared.
On-the-Job Training	OJT	One-on-one training located at the job site for participants who already have some job-related skills. By participating in training as an employee, the participant acquires new skills and knowledge and receives the same wages and benefits as current employees in the same or similar position.
Program Year	PY	Program Year (for example, Program Year 2022: PY'22; –period varies for state and federal years)
Reemployment Services and Eligibility Assessment	RESEA	A federal grant program designed to allow states to provide intensive reemployment assistance to individuals who are receiving unemployment benefits and are determined likely to exhaust their benefits before becoming reemployed.

WFSCB Glossary of Terms

Program Title	Acronym	Program Description
Rapid Response	RR	Provides immediate on-site assistance to workers who have job losses due to businesses closure or worker reduction. Designed to transition workers to their next employment as soon as possible.
Summer Earn and Learn	SEAL	A summer program that offers basic work-based learning and training services for students with disabilities such as, pre-employment work readiness training and preparation for the work experience placement; work experience to help gain familiarity with the workplace environment and develop transferable job skills; and paid compensation for time worked on the job.
Student HireAbility Navigator	SHAN	Student HireAbility Navigator’s role is to expand and improve access to employment and training services and to increase employment opportunities for students with disabilities by creating strong partnerships between vocational rehabilitation (VR) Workforce Solutions offices, independent school districts (ISDs), community organizations, employers.
Supplemental Nutrition Assistance Program Employment & Training	SNAP E&T	Designed to assist SNAP recipients in obtaining employment through participation in allowable job search, training, education, or workforce activities that promote long-term self-sufficiency. SNAP recipients are referred by the Texas Health and Human Services Commission (HHSC).
Trade Adjustment Assistance	TAA	A federally funded program, with no costs to employers, who helps workers who are adversely affected by foreign import or job shifts to a foreign country.
Texas Internship Initiative	TII	Provides part-time paid internships in Middle-Skill areas of accounting, business, construction management, engineering, healthcare, and information technology. Participating senior high school students must pass a dual-credit course to be placed in an internship with a local business. This grant is in partnership with Education to Employment (E2E) for the Coastal Bend.
Texas Industry Partnership Program	TIP	Supports collaborations between local workforce development boards and industry partners through the leveraging of matching contributions of cash or qualifying expenditures for occupational job training. Match funds must support certain WIOA (Workforce Innovation and Opportunity Act) activities and focus on eight designated industry clusters.
Texas Veterans Commission	TVC	A state agency that assists veterans, their families, and survivors through services provided by federal, state, local government, and private organizations.
Texas Veterans Leadership Program	TVLP	A non-profit agency that provides services to veterans to help find employment and achieve successful transitions back into civilian life.
The Workforce Information System of Texas	TWIST	TWIST is a centralized point of reporting intake and case management for customers. Intake information is submitted just once for multiple employment and training programs and can be retrieved statewide. TWIST also allows staff to query and retrieve information from the legacy systems – Employment Services, Unemployment Insurance, SNAP E&T, TANF, Supplemental Security Income, and the Texas Department of Criminal Justice.
Vocational Rehabilitation Services	VRS	A federal program that helps individuals with physical or mental disabilities get and/or keep a job.
Work Experience	WE	A work-based learning opportunity in which program-eligible customers learn both essential and technical skills for long-term employment. Businesses are referred to as “work experience sites.” Intended to be short-term (12 or fewer weeks) and part-time work experience can be a volunteer, internship, or temporary short-term paid-work setting.
Workforce Innovation and Opportunity Act	WIOA	Helps job seekers and workers access employment, education, training, and support services to succeed in the labor market; and matches employers with the skilled workers they need to compete in the global economy.
Work In Texas	WIT	A comprehensive online job search resource and matching system developed and maintained by TWC. It provides recruiting assistance to Texas employers and job search assistance to any individual seeking work in Texas.
Workforce Opportunity Tax Credit	WOTC	A federal tax credit that the government provides to private-sector businesses for hiring individuals from nine target groups that have historically faced significant barriers to employment.