



WORKFORCE SOLUTIONS
of the Coastal Bend

Executive/Finance Committee Meeting

**December 6, 2018
3:00 pm**

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

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.



WORKFORCE SOLUTIONS
of the Coastal Bend

Executive/Finance Committee Meeting
Staples Career Center, 520 N. Staples Street, Conference Room #1
Corpus Christi, Texas
December 6, 2018 – 3:00 pm

AGENDA

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I.	Call to Order: <i>Victor M. Gonzalez, Jr., Chair</i>	
II.	Roll Call: <i>Rosie Collin, Secretary</i>	3
III.	Announcement on Disclosure of Conflicts of Interest <i>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.</i>	
IV.	Public Comments	
V.	Discussion and Possible Action on Minutes of the September 20, 2018 Executive/Finance Committee Meeting.....	4-11
VI.	Chairman’s Report: <i>Victor M. Gonzalez, Jr.</i>	
VII.	President/CEO’s Report: <i>Ken Trevino</i>	
	• Business Development, Public Relations and Organizational Update	
VIII.	Committee Reports	
	* <i>Child Care Services</i> <i>Marcia Keener, Chair</i>	12
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	* <i>Workforce Services</i> <i>Velma Soliz-Garcia, Chair</i>	14
	* <i>Ad Hoc Nominating</i> <i>Gloria Perez, Chair</i>	15
IX.	Discussion and Possible Action to Approve FY 2018 Budget Amendment #5: <i>Shileen Lee</i>	15-16
X.	Information Only:	
	1. Financial Report: <i>Shileen Lee</i>	17-21
	2. Update on Future Procurements and Contract Renewals: <i>Robert Ramirez</i>	22-37
	3. Performance Measure Update: <i>Andrea Byrd</i>	38-46
	4. Draft Agenda for the December 13, 2018 Board of Directors Meeting: <i>Ken Trevino</i>	47-49
XI.	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.	

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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.

**Executive/Finance Committee Meeting
Roll Call Roster
December 6, 2018**

_____ Victor M. Gonzalez, Jr., Chair

_____ Velma Soliz-Garcia, Vice Chair

_____ Rosie Collin, Secretary

_____ Ed Sample, Parliamentarian

_____ John Owen, Treasurer

_____ Gloria D. Perez, Past Chair

_____ Jesse Gatewood, Chair of Public Relations Committee

_____ Marcia Keener, Chair of Child Care Services Committee

_____ Velma Soliz-Garcia, Chair of Workforce Services Committee

Signed

Printed Name

MINUTES

**Workforce Solutions of the Coastal Bend - Executive/Finance Committee Meeting
Staples Career Center, 520 N. Staples Street, Conference Room #1
Corpus Christi, Texas
September 20, 2018 – 3:00 pm**

Committee Members

Present

Victor M. Gonzalez, Jr., Chair
Velma Soliz-Garcia, Vice Chair
John Owen
Gloria D. Perez
Jesse Gatewood
Marcia Keener
Rosie Collin
Ed Sample

Absent

Others Present

Ken Trevino, Workforce Solutions
Amy Villarreal, Workforce Solutions
Alba Silvas, Workforce Solutions
Shileen Lee, Workforce Solutions
Shelby Simms, Workforce Solutions
Monika De La Garza, Workforce Solutions
Robert Ramirez, Workforce Solutions
Heather Cleverley, Workforce Solutions
Larry Peterson, Workforce Solutions
Denise Woodson, Workforce Solutions
Pam Ross, Workforce Solutions
Manuel Ugues, SERCO of Texas, Inc.
Rita Soto, SERCO of Texas, Inc.

Other Board Members Present

I. Call to Order

Mr. Gonzalez called the meeting to order at 3:11 pm.

II. Roll Call

The roll was called and a quorum was present.

III. Disclosure of Conflicts of Interest

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

IV. Public Comments

There were no public comments.

V. Discussion and Possible Action on Minutes of the May 10, 2018 Executive/Finance Committee Meeting

Ms. Soliz-Garcia moved to approve the minutes of the May 10, 2018 Executive/Finance Committee meeting. The motion was seconded and passed.

VI. Chair's Report

Mr. Gonzalez stated that he attended and presented at the 5th Annual Directors Symposium held on July, 21, 2018 at the Ortiz Center.

Mr. Gonzalez attended the Salute to the Military Luncheon at the Ortiz Center on July 26, 2018.

Mr. Gonzalez attended and presented at the Big Event, he introduced Commissioner Alvarez as the Key Note Speaker.

Mr. Gonzalez attended and presented at the 5th Annual Back to School Teachers Fair held at the Ortiz Center.

Mr. Gonzalez attended various meetings with Mr. Treviño to obtain a progress report on the state of events at Workforce Solutions.

Mr. Gonzalez attended three events on September 19, 2018, 2nd Annual YOU Choose! Youth Career Expo., Ready 4 College and Career, and the Business Roundtable Luncheon with newly appointed Chair and Commissioner Ruth Hughs.

VII. President/CEO's Report

Mr. Trevino provided highlights from the following President/CEO report distributed at the meeting,

- Meeting with Dr. Janet Cunningham – May 29
- Meeting with Christine Bryant CCREDC – May 30
- WDC Board & USCM Annual Meeting Boston, MA – June 7-11
- Retail Initiative Conference Call with other Boards – June 18
- United Corpus Christi Chamber of Commerce Meeting – June 20
- CCMC Board Meeting – June 21
- Meeting with Mr. Gonzalez – June 22
- Meeting with Mr. Ugues – June 26
- Conference Call LeeAnn Woods Bee County – June 27
- Meeting with Mr. Gonzalez, Ms. Perez and Ms. Soliz-Garcia – June 28
- Meeting Zachary Evans Federal Reserve Bank of San Antonio – July 2
- Mayors Interagency – July 5
- BAP Task Force Conference Call – July 10
- Presenter at Commissioners Court – July 11
- Meeting with Dr. Cunningham – July 11
- CCREDC Board of Directors Meeting – July 12
- BAP Task Force Meeting Beeville – July 16
- Meeting with Dr. Alvarado ESC2 – July 24
- CEE Strategic Planning Meeting – July 25
- Meeting with Dr. Quintanilla and Cleo Rodriguez – July 25
- Education and Workforce Committee Meeting – July 26
- Martin Longoria Veterans Centric – July 26
- Meet and Greet with Florent “Flo” Groberg – July 26
- Salute to the Military Luncheon – July 26
- Meeting with Mr. Alvaro Ramos – July 27
- TAWB/EDC Retreat – July 31 – August 3
- United Corpus Christi Chamber of Commerce Meeting – August 15
- BACALA Luncheon – August 15
- Meeting with Susanna Martinez – August 16
- Walkthrough new CTC Center in Beeville with Dr. Sandroussi – August 17
- Meeting with James Duerr – August 20
- Meeting with Emily Campbell March of Dimes – August 22
- Customer Service Managers Retreat – August 23
- Meeting with Mr. Gonzalez – August 24
- Aransas Pass Windstorm Rally – August 27
- Meeting with Chancellor Steve Johnson and Mayor Joe McComb– August 29
- State of Energy Luncheon – August 29
- Meeting with Dr. Espinosa CBC Kingsville – August 29
- CCMC Board Meeting – August 30
- Future of the Region South Texas Conference Call – September 5
- Meeting with Kerry Ballast TWC – September 6
- Meeting with Mr. David Loeb Chair for HELP – September 9
- CEE Meeting – September 11
- Public Relations Committee Meeting – September 12
- Meeting with Mr. Gonzalez – September 14

- 2nd Annual YOU Choose! Youth Career Expo – September 19
- Business Roundtable with TWC Commissioner and Chair Ruth R. Hughs – September 19
- CCMC Board Meeting – September 25

Mr. Trevino pointed out that if he did not have the team in place that he does his meetings to strengthen Workforce Solutions relationship within the Coastal Bend Community would be more difficult to achieve.

VIII. Committee Reports

Child Care Services

Ms. Keener provided a report on the September 18, 2018 Child Care Services Committee. A quorum was not present for the meeting. Mr. Gatewood asked Ms. Woodson if there were any evening / late night child care centers in the Coastal Bend area that could serve the population that has to work 2nd and 3rd shifts. Ms. Woodson replied that we do have some centers that have extended hours.

Public Relations

Mr. Gatewood provided a report on the September 12, 2018 Public Relations Committee meeting (included on page 9-10 of the September 20th agenda packet). Ms. De La Garza provided a handout on the Q3 Report and provided additional information on the WE Summit and the Branding of it.

Workforce Services

Mrs. Silvas provided a report on the September 20, 2018 Workforce Services Committee meeting, a quorum was present. Discussion was held on the possibility of extending the YOU Choose! Event to include adults after the school age participants leave the event.

IX. Discussion and Possible Action to Approve FY 2018 Budget Amendment #4:

Mrs. Lee provided information on the FY 2018 Budget Amendment #4 (included on pages 12-13 of the September 20th agenda packet).

Mr. Owen moved to approve the FY 2018 Budget Amendment #4. The motion was seconded and passed.

X. Discussion and Possible Action on Proposed FY 2019 Operating Budget:

Mrs. Lee provided information on the Proposed FY 2019 Operating Budget (included on pages 14-16 of the September 20th agenda packet).

Mr. Owen moved to recommend to the Board of Directors to accept the Proposed Operating Budget for the Fiscal Year 2019 as proposed. The motion was seconded and passed.

XI. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for Purchase of a Mobile Unit:

Mr. Ramirez provided information on the proposed mobile unit that Workforce Solutions has been approved by DOL to purchase it will have 11 workstations and will be ADA Accessible (included on page 17 of the September 20th agenda packet).

Mr. Sample moved to recommend to the Board of Directors to authorize the President/CEO to execute a contract for the Purchase of the Mobile Unit. The motion was seconded and passed.

XII. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for Development of a Training Curriculum:

Mr. Ramirez provided information on the RFP for the Development of a Training Curriculum, KAS Consulting received the highest ratings in the evaluation process. The Curriculum will provide for the instruction of employability skills to find and retain employment for the instruction of essential skills (soft skills) most in demand by employers (included on page 18 of the September 20th agenda packet).

Ms. Perez moved to recommend to the Board of Directors to authorize the President/CEO to execute a contract for the Development of a Training Curriculum. The motion was seconded and passed.

XIII. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for Print Shop & Copy Services:

Mr. Ramirez provided information on the RFP for the Print Shop & Copy Services, Grunwald Printing received the highest ratings in the evaluation process. Grunwald offers bulk and specialty printing services for Workforce Solutions (included on page 19 of the September 20th agenda packet).

Mr. Owen moved to recommend to the Board of Directors to authorize the President/CEO to execute a contract for Print Shop & Copy Services. The motion was seconded and passed.

XIV. Discussion and Possible Action to Authorize the President/CEO to Execute Options for Renewal of Contracts for FY 2018-19:

Mr. Ramirez presented an overview of the contracts that are coming up for renewal this coming year (included on pages 20-21 of the September 20th agenda packet).

Mr. Owen moved to recommend to the Board of Directors to authorize the President/CEO to execute Options for Renewal of Contracts for FY 2018-19. The motion was seconded and passed.

XV. Discussion and Possible Action to Approve Board Policies:

1. Policy #4.0.101.10 – Support Services
2. Policy #4.0.120.02 – Limited English Proficiency (LEP)
3. Policy #6.0.101.00 – Emergency Management & Business Recovery/Continuity of Operations Plan
4. Policy #7.0.101.02 – Computer and Personally Identifiable Information Access and Security

The Workforce Services Committee meeting was held just prior to the Executive/Finance Committee Meeting, the committee agreed that Board Professionals revisit some of the wording for Policy #4.0.101.10 – Support Services and bring it back to the Board of Directors Meeting for review and approval.

Mrs. Silvas provided information on the policies and what the revisions included. (included on pages 23-39 of the September 20th agenda packet). The policies were reviewed by the Workforce Services Committee on September 20, and they recommended that Policy #4.0.120.02 – Limited English Proficiency (LEP), Policy #6.0.101.00 – Emergency Management & Business Recovery/Continuity of Operations Plan, and Policy # 7.0.101.02 – Computer and Personally Identifiable Information Access and Security be presented to the Executive/Finance Committee for approval.

Ms. Perez moved to approve Policy #4.0.120.02 – Limited English Proficiency (LEP), Policy #6.0.101.00 – Emergency Management & Business Recovery/Continuity of Operations Plan, and Policy # 7.0.101.02 – Computer and Personally Identifiable Information Access and Security. The motion was seconded and passed.

XVI. Information Only:

1. *Financial Report*

Mrs. Lee presented the July Financial Report (included on pages 40-44 of the September 20th agenda packet).

2. *Monitoring Report*

Mr. Peterson provided the following Monitoring Report and significant observations completed during the months of February – August 2018 (included on pages 45-48 of the September 20th agenda packet). TWC requires that monitoring 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. During Mr. Peterson's report Chair Gonzalez allowed Mr. Ugues, Regional Director for SERCO, to respond to Mr. Peterson's report and inform the committee of the plans to correct the findings.

Workforce Solutions – Board

Fiscal and Program Reviews

➤ **Local Match Contract Certifications**

- 1st half of 2017-2018 - \$500,000 in Expenditures were certified and submitted to TWC.

➤ **TWC Contract Closeouts**

- All twenty-two (22) PY17 contracts between Workforce Solutions and TWC were reviewed to ensure proper documentation and timely closure. - No issue noted
- **Equal Opportunity Accessibility** – Comprehensive Evaluation of Falfurrias
 - Needs proper accessibility signage, an adequate fire alarm system and few accessibility issues in the Unisex Restroom.
- Conclusion:**
 - The Board EO Officer is working with Brooks County ISD Maintenance to correct and/or mitigate all accessibility issues.
- **Single Audit Reviews** – SERCO Y/E 6/30/17 & Baker Ripley Y/E 12/31/17
 - Both reviews had no material issues noted.
- **Teachers Externship** - Contract Review
 - Reviewed sixty-eight (68) teacher and counselor eligibility – no exception noted

SERCO of Texas

Fiscal & Program Reviews

- **One Stop & Youth Services/Fiscal Review** (10/1/17 – 5/31/18)

The review consisted of the following contractual areas:

- | | |
|-------------------|--------------------------------|
| * Cash | * Procurements |
| * Cost Allocation | * Payroll |
| * Disbursements | * Accounting Internal Controls |

Findings:

- The bank reconciliation had one (1) outstanding reconciling item for the scope of review.
- Six (6) American Express invoices had no evidence of approval.
- One (1) disbursement was recorded in the wrong period contract period.
- One (1) disbursement of \$295 for a luncheon is not an allowable cost thus, disallowed.
- Seven (7) disbursements were approved after the purchase/services had already been made.
- One (1) invoice had disallowed cost of \$241.76 for meals served after working hours.
- One (1) invoice did not have an approval or backup documentation attached to the invoice.
- One (1) travel reimbursement has disallowed costs of \$3.25 for food charged to the lodging receipt of an employee that receive per-diem for meals.
- Numerous internal controls over purchasing and disbursement requirements have been subverted due to a lack of oversight of the purchasing and disbursement functions.

Conclusions:

- All issues were corrected with disallowed costs of \$295 credited back to the cost pool charged and disallowed costs of \$245.01 were reimbursed to Workforce Solutions.
- A directive was issued by SERCO that all purchases must be preapproved before purchases are made. Payments will not be made for purchases that do not have proper back-up documentation and a Request for Purchase form dated prior to the purchase and authorized by the appropriate level manager.

- **WIOA – Adult/Dislocated Worker/National Dislocated Worker Program Review**

Findings:

- Two (2) customer (CU) files did not contain signed assessments.
- One (1) CU had no contact or case documentation of college attendance since 9/17.
- One (1) CU had no contact since 12/17 for a job placement through the NDW Grant.
- One (1) case had no documentation of the start and end dates for ITA training.
- Four (4) participant Service Level Plans were not up-to-date in TWIST.
- One (1) case had no assessment case note yet, an assessment was in TWIST.
- One (1) case had an assessment case note yet, the assessment was not entered in TWIST.
- Two (2) cases did not have the ITA closed-out in TWIST.
- Two (2) cases did not have their apprenticeship job entered in TWIST.
- One (1) case did not have the completed ITA Apprenticeship training entered in TWIST under the Performance Outcome tab.

Conclusions:

- Contact with customers will be maintained according to the SERCO Standard Operating Procedures (SOP).
- Service plans; assessments; ITA financial; Employment outcomes; and ITA training completion start and end dates have been addressed in TWIST with training provided.

➤ **WIOA – Youth Services Review**

Findings:

- Two (2) participants did not have a signed and printed Service Plan in the file.
- One (1) participants action steps under the Service Plan tab in TWIST was data entered under the wrong interim goal and the action steps are not closed out with actual completion dates as the participants case was exited.
- One (1) file case note state that the participant provided TABE scores yet a copy of the scores are not in file or data entered in TWIST.
- One (1) case had the service activity mentoring (45) opened in TWIST yet, no mentoring services were provided or scheduled to be provided.
- One (1) case had the service activity tutoring (72) opened yet, no tutoring activity are mentioned in case notes.
- Nine (9) cases in follow-up do not appear to actually being follow-up with.
- One (1) participates case which they were in service of work experience had no case notes for the last three months.
- One (1) in-school participate has had no real contact according to the case notes since enrolling in the youth program.
- Two hundred (200) youth participants are in follow-up. These cases were to be reviewed and exited if no contact in 2 to 3 months according to the WIOA rules from the last review.
- The overall error rate for this review is **17%** and the previous two reviews are 10.43% and 7.9% respectively.

Conclusion:

- SERCO staff was retrained on the appropriate SERCO SOP's.
- Career Center staff made corrections by updating customer files and TWIST entries.
- All customers in follow-up were reviewed for non-cooperation and exited, if appropriate.
- Follow Up cases with no active participation (90+) were closed.
- The Board has placed SERCO on a WIOA Corrective Action Plan (CAP) as of 8/13/2018.

➤ **NCP (Non-Custodial Parent)/Choices Review – No exception noted**

➤ **TANF/Choices Review**

Findings:

- One (1) case did not have each month's eligibility printout in the file.
- Five (5) cases did not have the case note for various events (explanation of why no hours were entered for the week (2), job search hours, support services, good cause) in TWIST.
- One (1) case had late case notes.
- One (1) customer has no contact in the case notes for March or April '18.
- One (1) case has a consistent open service of Case Managed Job Search yet the customer has not been participating in the service.
- One (1) case had conflicting timesheets in the file for week 4 & 5 of Feb. & week 1 of March 2018.
- One (1) case file did not have documentation for eight (8) Job Search hours (4/2) entered in TWIST.
- Four (4) cases did not have the customer's subsidized employment entered into TWIST under Employment Outcome Tab.
- Numerous cases with hours entered or not entered issues in TWIST.
- Several cases have the wrong number of hours enter in TWIST as compared to the timesheets.
- Several cases have numerous time conversion errors from minutes to hours.
- Several cases have no job search hours for a missing week in the file or TWIST.
- One (1) case Support Service (SS) for rent still in TWIST was above the maximum allowed but was never distributed.

- One (1) case had a SS of \$50 was approved on 4/4 in TWIST, yet only \$30 was distributed and no evidence in the file that the other \$20 was distributed to CU.
- One (1) case had documentation for a SS of \$50 on 3/5/18 in the file but was not entered in SS Tab in TWIST.
- Two (2) cases have hours entered in TWIST that were signed for by supervisor the day before thus they should have been excluded.
- One (1) case where the counselor used The WORK NUMBER to get the hours worked but the service only provides hours per week thus, I could not verify the number of days worked. Counselor divided the total hours for the week by 5 days and entered the hours in TWIST. Then paid transportation based on those days with no actual evidence of the days worked - thus Questioned Costs of all SS of \$350 in Transportation.
- The overall error rate for this review is **19.23%** and with the last two reviews of 8.77% and 7.6% respectively.

Conclusion:

- All findings were reviewed with corrections made to the file and in TWIST, if applicable.
- SERCO provided specialized training from the Choices Guide to address the issues.
- The Board had placed SERCO on a TANF/Choices CAP as of 1/19/2018.

➤ **SNAP E&T Review**

Findings:

- One (1) case did not have each month's eligibility printout in the file.
- Two (2) customers were not sent a timely and reasonable letter or timely penalized for non-cooperation.
- One (1) case had documented work hours for March in the file, yet the hours were not entered into TWIST.
- One (1) case did not have a case note for the workfare that the client was assigned.

- Two (2) cases did not have an assessment case note in TWIST.
- The overall error rate for this review is **4.14%** with the last at 8.72%.

Conclusion:

- All findings were reviewed with corrections made to the file and in TWIST.
- The Board had placed SERCO on a SNAP E&T CAP as of 1/19/2018.

BakerRipley Inc.

Fiscal and Program Reviews

➤ **Child Care Fiscal Review (10/1/17 – 6/30/18)**

The review consisted of the following contractual areas:

- | | |
|-------------------|--------------------------------|
| * Cash | * Procurements |
| * Cost Allocation | * Payroll |
| * Disbursements | * Accounting Internal Controls |

The review was performed with no significant finding noted.

➤ **Child Care File Reviews (2)**

Findings:

- Two (2) participants' file did not contain a signed copy of the Parents Acknowledgement Form or the Orientation to Complaint Form.
- One (1) participants' file did not contain a UI Wage verification for one of the parents.

Conclusion:

- Participants' files have been updated.

3. *Update on Future Procurements and Contract Renewals*

Mr. Ramirez provided an update on Future Procurements and Contract Renewals (included on pages 49-72 of the September 20th agenda packet).

4. *Performance Measure Update*

Ms. Byrd presented a 2018 year-end performance measure update (included on pages 73-78 of the September 20th agenda packet).

5. *Draft Agenda for the September 27, 2018 Board of Directors Meeting*

A draft agenda for the September 27, 2018 Board of Directors meeting was provided (included on pages 79-81 of the September 20th agenda packet).

XVII. Adjournment

The meeting adjourned at 4:38 pm.

COMMITTEE REPORT

VIII-1

Committee: Child Care Services

Marcia Keener, Chair

Mary Gleason, Vice Chair

Mary Afuso

Noemi Aguilar

Tracy Florence

Sara Garza

Verna Portis

Cleo Rodriguez Jr.

Ed Sample

Date of Committee meeting: The Child Care Services Committee is scheduled to meet on Wednesday, December 5, 2018.

Additional comments:

COMMITTEE REPORT

VIII.-2

Committee: Public Relations

Jesse Gatewood, Chair

Joan McKaughan, Vice Chair

Parrish Jones

Carlos Ramirez

C. Michelle Unda

Catrina Wilson

Michelle Flower

Arnoldo Cantu

Date of Committee meeting: The Public Relations Committee is scheduled to meet on Tuesday, December 5, 2018.

The following items were discussed at the meeting:

COMMITTEE REPORT

VIII - 3

Committee: Workforce Services

Velma Soliz-Garcia, Chair

Gary Allsup

Randy Giesler

Vince Goodwine

Kari Kelley

Manny Salazar

Sandra Julia Bowen

Ray De Los Santos Jr.

Date of Committee meeting: The Workforce Services Committee is scheduled to meet on Wednesday, December 5, 2018.

COMMITTEE REPORT

VIII – 4

Committee: Ad Hoc Nominating

Gloria Perez, Chair

Cleo Rodriguez, Jr.

Marcia Keener

Joan McKaughan

Verna Portis

Manny Salazar

Date of Committee meeting: November 20, 2018

The following items were discussed at the meeting:

1. Discussion and Possible Action on the Nomination of a Slate of Officers for 2019
2. Bylaws
3. 2016-2018 Committee Structures
4. 2018 Attendance Records
5. Draft Slate and Voting Ballot
6. Process for Ballot Count and Announcement of Officers

The Committee took the following action:

1. Nominated a slate of officers for 2019 to recommend to the Board of Directors on December 13, 2018.

Additional comments:

Nominations will also be accepted from the floor at the December 13, 2018 annual meeting.

ITEM FOR DISCUSSION AND POSSIBLE ACTION

IX. FY 2018 Budget Amendment #5

BACKGROUND INFORMATION

The Workforce Solutions Board of Directors approved the FY 2018 Operating Budget on September 28, 2017. Budget Amendment #5 is attached with a detailed budget narrative.

RECOMMENDATION

The Executive/Finance Committee recommend to the Board of Directors approval of FY 2018 Budget Amendment #5.

**WORKFORCE SOLUTIONS OF THE COASTAL BEND
BUDGET NARRATIVE
FY 2018**

The proposed budget amendment #5, includes an overall revenue increase for multi-year funds and additional HHRI funds for a total revenue increase of \$6,720,027.

An increase to Oversight & Management of \$70,000 for General and Administrative expense. Increase in One Stop Operations by \$24,559, for an increase to Furniture & Equipment, and an increase of \$6,625,468 to the Contracted services budget.

We are requesting approval on budget amendment #5.

Program	Amended Budget #4 FY2018	Fund Finalization / New Funds	Revised Funds Available 9/30/2018
Noncustodial Parent Choices Program	147,091	0	147,091
SNAP E&T	297,278	0	297,278
Resource Administration Grants	6,470	0	6,470
WCI - Workforce Commission Initiatives	71,911	0	71,911
Reemployment Services and Eligibility Assessment	175,074	0	175,074
Child Care Quality	367,718	0	367,718
TANF Choices	2,954,390	0	2,954,390
Child Care Attendance Automation Service	74,027	15,500	89,527
Child Care	10,471,578	0	10,471,578
Child Care Local Initiative	1,783,397	0	1,783,397
NDW - Texas Oil & Gas	730,433	0	730,433
Child Care DFPS	2,900,855	(275,000)	2,625,855
Trade Act Services for Dislocated Workers	104,442	12,000	116,442
Wagner-Peyser Employment Services	135,320	0	135,320
WOS - Externship for Teachers	105,162	0	105,162
WIOA - PY17 Adult Allocation	1,467,881	0	1,467,881
WIOA - PY17 Dislocated Worker Allocation	1,247,070	0	1,247,070
WIOA - PY17 Youth Allocation	1,527,147	0	1,527,147
WIOA - PY18 Rapid Response	33,999	0	33,999
NDW - Hurricane Harvey	2,633,000	2,000,000	4,633,000
WWRCCA for Hurricane Harvey	100,000	0	100,000
WIOA - PY18 Adult Allocation	395,370	1,724,671	2,120,041
WIOA - PY18 Dislocated Worker Allocation	283,145	1,205,930	1,489,075
WIOA - PY18 Youth Allocation	2,216,638	0	2,216,638
WOS - Military Family Support	49,631	0	49,631
Child Care DFPS	0	1,894,523	1,894,523
Noncustodial Parent Choices Program	0	142,403	142,403
Grand Total	\$30,279,027	\$6,720,027	\$36,999,054

INFORMATION ONLY

X-1. Financial Report

BACKGROUND

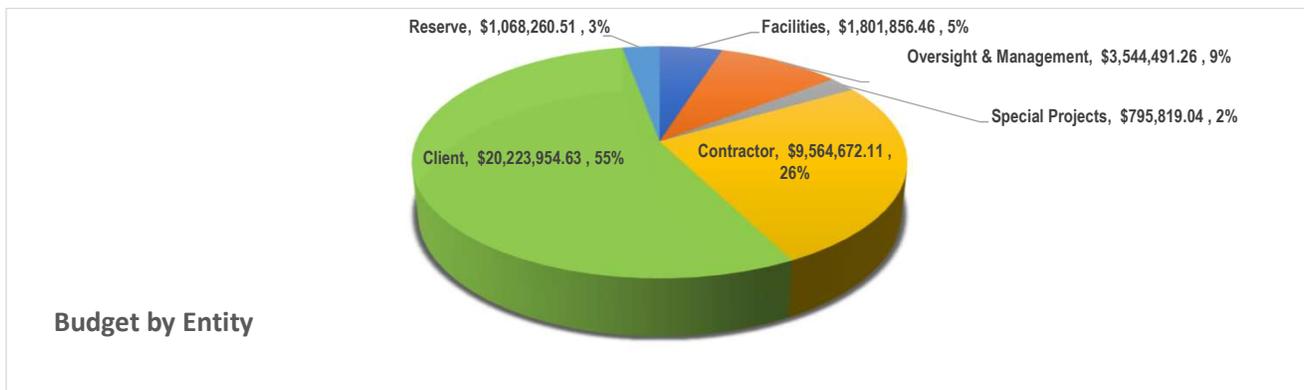
Financial statements are prepared on a monthly basis by Board staff. Attached is a copy of the most recent Financial Report.

**WORKFORCE SOLUTIONS OF THE COASTAL BEND
CONTRACTS OUTSTANDING
As of September 30, 2018**

Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum Expenditures	Budget Balance	% Expended	TWC % Target
Expires 9/30/2018								
2218NCP000	Noncustodial Parent Choices Program	9/1/2017	9/30/2018	\$147,091.00	\$110,535.22	\$36,555.78	75%	100%
2218RAG000	Resource Administration Grants	10/1/2017	9/30/2018	6,470.00	6,470.00	-	100%	100%
2218SNEA00	SNAP E&T	10/1/2017	9/30/2018	297,278.27	212,181.14	85,097.13	71%	100%
2218WCI000	WCI - Workforce Commission Initiatives	10/1/2017	9/30/2018	71,911.00	65,919.25	5,991.75	92%	N/A
Expires 10/31/2018								
2218CCQ000	Child Care Quality	10/1/2017	10/31/2018	367,718.00	311,722.61	55,995.39	85%	92%
2218REA000	Reemployment Services and Eligibility Assessment	11/1/2017	10/31/2018	175,074.00	167,068.83	8,005.17	95%	92%
2218TAN000	TANF Choices	10/1/2017	10/31/2018	2,954,390.00	2,618,601.89	335,788.11	89%	92%
Expires 11/30/2018								
2218CAA000	Child Care Attendance Automation Service	10/1/2017	11/30/2018	89,527.00	87,109.21	2,417.79	97%	85%
Expires 12/31/2018								
2217NDW000	NDW - Texas Oil & Gas	10/11/2016	12/31/2018	730,433.00	652,327.35	78,105.65	89%	80%
2217WOS000	WOS - Military Family Support	1/1/2017	12/31/2018	49,631.00	49,631.00	-	100%	75%
2218CCF000	Child Care	10/1/2017	12/31/2018	10,471,578.00	8,643,892.83	1,827,685.17	83%	80%
2218CCM000	Child Care Local Initiative	10/1/2017	12/31/2018	1,783,397.00	1,477,737.71	305,659.29	83%	80%
2218CCP000	Child Care DFPS	9/1/2017	12/31/2018	2,625,855.00	2,443,949.49	181,905.51	93%	69%
2218TRA000	Trade Act Services for Dislocated Workers	10/1/2017	12/31/2018	116,442.00	107,738.69	8,703.31	93%	N/A
2218WPA000	Wagner-Peyser Employment Services	10/1/2017	12/31/2018	135,320.00	99,805.50	35,514.50	74%	80%
Expires 2/28/2019								
2218WOS000	WOS - Externship for Teachers	4/9/2018	2/28/2019	105,162.00	105,162.00	-	100%	50%
Expires 6/30/2019								
2217WOA000	WIOA - PY17 Adult Allocation	7/1/2017	6/30/2019	1,467,881.00	1,467,881.00	-	100%	50%
2217WOD000	WIOA - Dislocated Worker Formula Allocation	7/1/2017	6/30/2019	1,247,070.00	1,025,739.34	221,330.66	82%	50%
2217WOY000	WIOA - PY17 Youth Allocation	7/1/2017	6/30/2019	1,527,147.00	1,403,683.94	123,463.06	92%	50%
2218WOR000	WIOA - PY18 Rapid Response	7/1/2018	6/30/2019	33,999.00	-	33,999.00	0%	N/A
Expires 8/31/2019								
2218WDR000	WWRCCA for Hurricane Harvey	2/23/2018	8/31/2019	100,000.00	12,579.36	87,420.64	13%	67%
Expires 9/30/2019								
2217NDW001	NDW - Hurricane Harvey	8/28/2017	9/30/2019	4,633,000.00	3,125,526.78	1,507,473.22	67%	46%
2219NCP000	Noncustodial Parent Choices Program	9/1/2018	9/30/2019	142,403.00	-	142,403.00	0%	8%
Expires 12/31/2019								
2219CCP000	Child Care DFPS	9/1/2018	12/31/2019	1,894,523.00	181,902.53	1,712,620.47	10%	7%
Expires 6/30/2020								
2218WOA000	WIOA - PY18 Adult Allocation	7/1/2018	6/30/2020	\$2,120,041.00	\$178.73	2,119,862.27	0%	3%
2218WOD000	WIOA - PY18 Dislocated Worker Allocation	7/1/2018	6/30/2020	\$1,489,075.00	\$0.00	1,489,075.00	0%	3%
2218WOY000	WIOA - PY18 Youth Allocation	7/1/2018	6/30/2020	2,216,638.00	9,243.12	2,207,394.88	0%	3%
Grand Total				\$36,999,054.27	24,386,587.52	12,612,466.75		

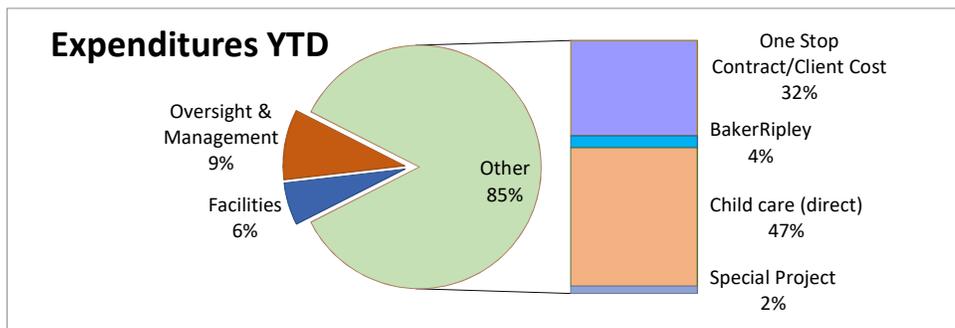
**Workforce Solutions of the Coastal Bend
FY 2018 BUDGET
For the twelve month period ending September 30, 2018**

	A FY2018 Amended Budget	B FY2018 Amended #5	C FY2018 Amended Budget	Difference C - A
Grant revenue	\$30,279,027	\$6,720,027	\$ 36,999,054	\$ 6,720,027
Total revenue	<u>\$30,279,027</u>	<u>\$ 6,720,027</u>	<u>\$ 36,999,054</u>	<u>\$ 6,720,027</u>
EXPENSES				
Oversight & Management 8%				
Salaries and benefits	\$ 2,306,492	\$ -	\$ 2,306,492	\$ -
Facilities and related expense	59,573	-	59,573	-
Furniture, Equipment & Software	75,904	-	75,904	-
General administrative expense	192,835	70,000	262,835	70,000
Communication expense	29,384	-	29,384	-
Professional fees & service	120,762	-	120,762	-
Staff development expense	47,155	-	47,155	-
Travel expense	86,259	-	86,259	-
Total Oversight & Management Expense	<u>\$ 2,918,364</u>	<u>\$ 70,000</u>	<u>\$ 2,988,364</u>	<u>\$ 70,000</u>
One Stop Operations 5%				
Facilities and related expense	\$ 1,163,677	\$ -	\$ 1,163,677	\$ -
Furniture, Equipment & Software	168,356	24,559	192,915	24,559
General administrative expense	269,127	-	269,127	-
Communication expense	165,386	-	165,386	-
Professional fees & service	5,751	-	5,751	-
Client	5,751	-	5,751	0
Total One Stop Operation	<u>\$ 1,778,048</u>	<u>\$ 24,559</u>	<u>\$ 1,802,607.46</u>	<u>\$ 24,560</u>
Contracted services	\$ 25,582,616	\$ 6,625,468	\$ 32,208,083	\$ 6,625,468
Total expense	<u>\$ 30,279,027</u>	<u>\$ 6,720,027</u>	<u>\$ 36,999,054</u>	<u>\$ 6,720,027</u>
Changes in net assets	<u>(0)</u>	<u>0</u>	<u>0</u>	<u>(0)</u>



WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES
For the Month Ending
September 30, 2018

	FY2018 Budget	Current Expenses	YTD	% Expended
REVENUES				
Grant revenue - federal	\$ 26,856,636	\$ 2,353,577	\$ 26,440,257	98%
Grant revenue - Non federal	30,000.00	16,083.05	78,299.94	
	<u>\$ 26,886,636</u>	<u>\$ 2,369,660</u>	<u>\$ 26,518,557</u>	99%
EXPENSES				
Oversight & Management				
Salaries and benefits	\$ 2,207,481	\$ 166,621	\$ 2,059,628	93%
Facilities and related expense	51,798	4,498	46,997	91%
Furniture, equipment, & software	65,997	6,181	64,050	97%
General administrative expense	175,166	21,720	146,980	84%
Communication expense	25,549	1,877	20,049	78%
Professional fees and services	83,000	2,081	56,511	68%
Staff development expense	41,000	2,005	18,124	44%
Travel expense	75,000	5,822	57,647	77%
Total Oversight & Management Expense	\$ 2,724,991	210,804.99	\$ 2,469,987	91%
One Stop Operations				
Facilities and related expense	\$ 904,224	\$ 53,149	\$ 869,980	96%
Furniture, equipment, & software	156,382	6,553	144,026	92%
General administrative expense	249,031	56,864	318,793	128%
Communication expense	145,800	9,974.44	129,023	88%
Professional fees and services	15,000	29,437.58	35,229	235%
Total One Stop Operations	\$ 1,470,437	\$ 155,978	\$ 1,496,923	102%
Contracted services	\$ 22,691,207	\$ 2,002,878	\$ 22,551,530	99%
Total expense	<u>\$ 26,886,635</u>	<u>\$ 2,369,660</u>	<u>\$ 26,518,557</u>	99%
Changes in net assets	\$ -	\$ -	\$ -	



**WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES**

For the Month Ending September 30, 2018

ASSETS

Current Assets

Cash & Cash Equivalents	\$	59,021
Money Market Account	\$	445,291
Due from TWC		2,441,794
Accounts Receivable		19,334
Prepaid Expense		118,455
Other Assets		30,748
Total Current Assets	\$	3,114,252

Fixed Assets

Building Improvements	\$	1,643,996
Furniture and Equipment		441,016
Less Accumulated Depreciation		(1,320,290)
Net Fixed Assets	\$	764,723

Total Assets

\$ 3,878,975

LIABILITIES

Current Liabilities

Accounts Payable	\$	2,266,608
Accrued Expense		502,957
Accrued Vacation		101,158
Total Current Liabilities	\$	2,870,724

NET ASSETS

Unrestricted-Non-Federal Fund	\$	30,466
Temporarily Restricted-Ticket to Work/Other		213,062
Investment in Fixed Assets		764,723
Total Net Assets	\$	1,008,251

Total Liabilities and Net Assets

\$ 3,878,975

INFORMATION ONLY

X-2. Update on Future Procurements and Contract Renewals

BACKGROUND

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

Update on Future Procurements

Procurement	Anticipated Date of Procurement	Anticipated Date of Contract/Purchase	Anticipated Cost	Over \$30,000 Approval Required	Comments
No Updates to Report					

SUBCONTRACTOR LOG 2018-2019

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
SERCO of Texas, Inc.	Master	Mgmt/Operation of Workforce Centers (and Youth Development Services)	\$6,854,592.45		Renewal # 1 (of 3 contract renewals)	10/01/18 – 09/30/19
BakerRipley	Master	Direct Child Care Services	\$16,498,156.08		Renewal #1 (of 3 contract renewals)	10/01/18 – 09/30/19
Three Dimensional Development L.L.C.	Master	Outreach Services	\$30,000.00		Renewal #3 (of 4 contract renewals)	10/01/18 – 9/30/19
Unique Employment Services	Master	Temporary Staffing Services	\$429,464.00		Renewal #1 (of 1 contract renewal)	10/01/18 – 9/30/19
Three Dimensional Development L.L.C.	Master	Development of a Customer Service Training Curriculum & Delivery of Training Services	\$16,752.50		Renewal #1 (of 1 contract renewal)	10/01/18 – 9/30/19
KAS Consulting Group	Master	Development of a Training Curriculum and Delivery of Training Services	\$21,648.07 (plus travel expenses)		Renewal #1 (of 1 contract renewal)	10/01/18 – 9/30/19

PROFESSIONAL & CONSULTING SERVICES

Wood, Boykin, & Wolter, P.C.	Master	Legal Services	Per Contract Legal Fees		Renewal #3 (of 4 contract renewals)	10/01/18 – 9/30/19
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SUBCONTRACTOR LOG 2018-2019

			(budgeted \$15,000)		
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LEASE AGREEMENTS

National Income Properties	Master	Lease Agmt. for Center Office in Pirate Plaza Office – Sinton, TX	\$5,118.17 per mo., approx. 3,650 sq. ft./\$1.40	Early Termination – with 90-day written notice.	Year 1 of 5 Year Lease, Exp: 12/31/22	1/01/18 – 12/31/18
Woodmont Company	Master	Lease Agmt. For Sunrise Mall Center – Corpus Christi	\$14,743.92 per mo., approx. 16,026 sq. ft./\$.92	Early Termination – with 90- day written notice.	Year 1 of 5 Year Lease Exp: 12/31/22	1/01/18 – 12/31/18
MOU – Aransas ISD	Master	Aransas ISD, 803 East Orleans Room 62, Rockport TX	\$350.00 per month			Open Dates
Office Lease - Coastal Bend College	Master	Lease Agreement for Center Office at CBC Beeville, Campus	\$4,084.50 per month (includes utilities and janitorial services), approx. 3,850 sq. ft./\$1.06 plus insurance fee		Year 3 of 3 Year Lease Exp: 9/30/19	10/01/18 – 9/30/19
Office Lease – Coastal Bend College	Master	Lease agreement for Center Office at CBC Alice Campus	\$2,908.50 per month (includes utilities and janitorial services)		Year 1 of 3 Year Lease Exp: 1/31/21	2/01/18 – 1/31/19

SUBCONTRACTOR LOG 2018-2019

			approx. 2,730 sq. ft./\$1.06 plus insurance fee			
Office Lease – Coastal Bend College	Master	Lease agreement for Center Office at CBC Kingsville Campus	\$3,392.55 per month (includes utilities and janitorial services) approx. 3,191 sq. ft./\$1.06 plus insurance fee		Year 1 of 3 Year Lease Exp: 4/30/21	5/01/18 – 4/30/19

OTHER CONTRACTS/AGREEMENTS

Ops Sec, Inc.	Master	Security Guard Services	Per Contract Hourly Rates		Renewal #1 (of 2 contract renewals)	10/01/18 – 9/30/19
Frost Bank	Master	Banking Services	Fee Based		Renewal #4 (of 4 contract renewals)	10/01/18 – 9/30/19
Corpus Christi File Pro, Ltd.	Master	Business Records Storage & Destruction Services	Price Rate for Storage		Renewal #3 (of 4 contract renewals)	10/01/18 – 9/30/19
The Safeguard System, Inc.	Master	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	Per Contract Hourly Rates, Monitoring – Security Alarm \$47.00 mo. Fire \$29.00 mo.		Renewal #1 (of 2 contract renewals)	10/01/18 – 9/30/19

SUBCONTRACTOR LOG 2018-2019

Time Warner Cable	Master	Dedicated Access Service Lines Agreement	\$575.00 per mo. – HUB lines to local center sites & 774.00 per mo. – HUB line to TWC		Extended on a year to year basis	Initial Term of Service will commence on date of connectivity
Time Warner Cable	Master	Dedicated Access Service Installation Agreement	\$2,000 – one- time fee		Extended on a year to year basis	Installation of WAN Project
Tel West Network Services Corp.	Master	To install T1 lines from the Staples Ct. to the Kingsville Workforce Center	\$650.00 per mo. And \$398.00 for one-time installation charge		Month-to-Month Agreement	
James C. Wendlandt	Agmt.	Employee (401) Retirement Plan	Fee Based			10/01/17 – 9/30/18
Rural Economic Assistance League, Inc. (REAL)	Agmt.	Transportation Assistance Services to Aransas, Bee, Brooks, Duval, Jim Wells, Live Oak, Refugio, and San Patricio Counties	Not to Exceed \$5,000		Year #1 (2 contract renewals)	10/01/18 – 9/30/19
Valero Payment Services Company	Master	Purchase of Gas Cards for Program Participants	\$276,287.00		Renewal #4 (of 4 contract renewals)	10/01/18 – 9/30/19
Grunwald Printing Co.	Master	Print Shop and Copy Services	Charges Based on Print & Copy Orders		Year #1 (1 contract renewal)	10/01/18 – 9/30/19
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	\$16,000.00		Year 2 (1 contract renewal)	5/01/18 – 4/30/19

SUBCONTRACTOR LOG 2018-2019

F&D's Lawn Service	Master	Lawn Maintenance Service	\$225.00 (1 st time) \$125.00 (on-going)		1 Year contract	10/01/18 – 9/30/19
A+ Center for Education, LLC	Master	Child Care Professional Development Training	\$3,000.00 (plus travel expenses)		Renewal #1 (of 1 contract renewal)	10/08/18 – 9/30/19

TWC GRANTS & CONTRACTS LOG 2018–2019

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Agency Board Agreement for an Integrated Workforce System	2216ABA000	<p><u>Amendment #1</u> – To amend the grant period beginning on 2/01/16 to terminate on 9/30/2019.</p> <p><u>Amendment #2</u> – To make changes to the “Terms and Conditions” and Attachment A, “Safeguards for TWC Information”. These changes are made to comply with the integration of the Vocational Rehabilitation Prog.</p>	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.		2/01/16 – 9/30/19
National Dislocated Worker Grant (NDW) Project TX-31 Oil & Gas	2217NDW000		To provide funds to assist with temporarily expanding capacity to serve dislocated workers impacted by the downturn in the oil and gas and related industries, including manufacturing, transportation, logistics, supply chain businesses, and other industries. This will enhance dislocated workers’ employability and earnings, meet the increased demand for employment and training services, and quickly reemploy laid-off workers.	\$730,433	10/11/16 – 12/31/18
Military Family Support Pilot Program	2217WOS000	<u>Amendment #1</u> – To make changes to the project’s statement of	The Military Family Support Pilot Program is a program designed to better meet the needs of military	\$49,631	1/01/17 – 12/31/18

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		work regarding the program activities and performance measures. <u>Amendment #2</u> – To make changes to the project’s statement of work regarding the program activities and performance measures and reporting periods. And to extend the end date from 2/28/18 to 12/31/18..	spouses entering the job market at military installations in Texas. The program will provide enhanced job search assistance, assessment of skills, LMI, resume writing and interview skills, and if funding is available, to support training in high-demand occupations.		
Workforce Innovation and Opportunity Act – Dislocated Worker	2217WOD000		To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,247,070	7/01/17 – 6/30/19
Workforce Innovation and Opportunity Act - Youth	2217WOY000	<u>(1)Amendment #2 – To increase the grant amount by \$7,813 and make administrative changes to the contract.</u>	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.	<u>\$1,534,960</u>	7/01/17 – 6/30/19
Workforce Innovation and Opportunity Act - Adult	2217WOA000	<u>(2)Amendment #2 – To increase grant amount by \$7,397, for a total</u>	To provide job seekers and workers with the high-quality career services, education and training, and supportive	<u>\$1,475,278</u>	7/01/17 – 6/30/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		amended grant amount of \$1,475,278 and to make administrative changes to the grant.	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.		
National Dislocated Worker Disaster Grant Project – Hurricane Harvey	2217NDW001	Amendment #1 – To make changes to the SOW project requirements. Amendment #2 – To increase the grant award by \$1,000,000. The purpose of the funding is to expand service capacity to the local area. (3)Amendment #3 – To make changes to the project and administrative requirements and to increase the grant amount by \$2,000,000.00.	To provide funds to assist individuals residing in Workforce Development Areas affected by Hurricane Harvey. The grant funds will provide a basis to ensure an effective workforce investment system response to create temporary employment opportunities to assist with clean-up, recovery, and humanitarian efforts in counties impacted in the Board area.	\$4,633,000	8/28/17 – 9/30/19
Texas Department of Family and Protective Services (TDPS) Child Care	2218CCP000		To purchase child care services who are deemed eligible and authorized for services by (TDPS). Under this grant, the Board will provide child care services by making the established network of child care providers in the local workforce area available to all DFPS referrals.		9/01/17 – 12/31/18

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Child Care and Development Fund Child Care Local Match	2218CCM000		Matching funds to assist families who meet eligibility to have access to direct child care services so that they can work or attend school or training.	\$1,783,397	10/01/17 – 12/31/18
CCDF Quality Improvement Activity	2218CCQ000	<p><u>Amendment #1</u> – To update the award official name to Reagan Miller.</p> <p><u>Amendment #2</u> – To increase the grant amount by \$20,494 for a total of \$250,102, and increases non-Allocated Child Care funds by \$12,602 for a total of 117,616. Additionally, some administrative changes were made.</p>	<p>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.</p> <p><u>Child Care Alloc.</u>- \$250,102</p> <p><u>Non-Allocated CC funds (Mentors/Assessors)</u>- \$117,616</p>	\$367,718	10/01/17 – 10/31/18
Child Care Attendance Automation	2218CAA000		To provide the needed resources for the statewide implementation of a standardized Child Care Attendance Automation Services.	\$74,027	10/01/17 – 11/30/18
Temporary Assistance for Needy Families/Choices	2218TAN000		To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.	\$2,954,390	10/01/17 – 10/31/18
Child Care Services Formula Allocation	2218CCF000	<p><u>Amendment #1</u> – To make updates on the financial section requirements and the name of the awarding official.</p>	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.	\$10,471,578	10/01/17 – 12/31/18

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<u>Amendment #2</u> – To make changes to SOW financial and administrative requirements and to add Child Care Formula funding of \$1,004,197.			
Trade Act Services for Dislocated Workers	2218TRA000		The purpose of this grant is to assist Trade certified dislocated workers in locating new jobs, which may include training for a new occupation, as rapidly and as effective as possible.	\$104,442	10/01/17 – 12/31/18
Wagner-Peyser Employment Services	2218WPS000		To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.	\$135,320	10/01/17 – 12/31/18
Reemployment Services & Eligibility Assessment	2218REA000		The intent of RESEA is 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. The RESEA program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.	\$175,074	11/01/17 – 10/31/18
Student Hireability Navigator Program	3018VRS133		To provide Student Hireability Navigator services to referred VR participants as identified by local TWC Vocational Rehabilitation staff (VR staff). Student Hireability Navigator services support	\$150,000	3/01/18 – 8/31/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			TWC's Vocational Rehabilitation Services for individuals with disabilities.		
Wage Services for Paid Work Experience	3018VRS171		Under this agreement, the Board will provide paid work experience services to include payment of the student's wages and associated costs for participants identified by the local TWC Vocational rehabilitation staff (VR staff).	\$112,500	4/01/18 – 9/30/19
Externships for Teachers	2218WOS000		WFSCB will provide a Summer Teacher Externship (Program) for educators working in districts located in the area. Teachers participating in the program will gain workplace related experiences that they can develop into curriculum for their students. The primary focus is to provide teachers with job-relevant experiences as it applies to math, science, English, communications skills, work ethics, and social skills. The teachers will incorporate these "real world" examples and problems into lesson plans for their students, thus making the connection between academic skills and the workplace.	\$105,162	4/04/18 – 2/28/19
Workforce Innovation and Opportunity Act - Adult	2218WOA000		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.	\$2,120,041	07/01/18 – 6/30/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Innovation and Opportunity Act – Dislocated Worker	2218WOD000		To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,489,075	07/01/18 – 6/30/20
Workforce Innovation and Opportunity Act - Youth	2218WOY000		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.	\$2,216,638	7/01/18 – 6/30/20
Workforce Innovation and Opportunity Act – Rapid Response	2218WOR000		To provide funds to plan and deliver services to enable dislocated workers to transition to new employment as quickly as possible, following either a permanent closure or mass layoff, or a natural or other disaster resulting in a mass job dislocation.	\$33,999	7/01/18 – 6/30/19
(4)Noncustodial Parent Choice Program	2219NCP000		To assist NCPs who have substantial barriers to employment and career advancement to become self-sufficient while also making consistent child support payments.	\$142,403	9/01/18 – 9/30/19
(5)Child Care Services Formula Allocation	2219CCF000		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	\$13,197,833	10/01/18 – 12/31/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			training, which helps them achieve economic self-sufficiency.		
(6)Child Care and Development Fund Child Care Local Match	2219CCM000		Matching funds to assist families who meet eligibility to have access to direct child care services so that they can work or attend school or training.	\$1,742,626	10/01/18 – 12/31/19
(7)Child Care Attendance Automation	2219CAA000		To provide the needed resources for the statewide implementation of a standardized Child Care Attendance Automation Services.	\$100,337	10/01/18 – 11/30/19
(8)Wagner-Peyser Employment Services	2219WPA000		To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.	\$135,223	10/01/18 – 12/31/19
(9)CCDF Quality Improvement Activity	2219CCQ000		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. Child Care Alloc.- \$304,907 Non-Allocated CC funds (Mentors/Assessors) - \$263,885 Add't CC Quality Improvement Activities - \$148,362	\$717,154	10/01/18 – 10/31/19
(10)Corpus Christi Building Use Agreement	2219ADM001		To provide the Board with office space. The building has 22,616 square feet of office space located at 520 N. Staples.		10/01/18 – 9/30/19
(11)Resource Administration Grant	2219RAG000		To provide the Board funds 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	\$6,470	10/01/18 – 9/30/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			platforms, consumables, and telecommunications networks.		
(12)Trade Act Services for Dislocated Workers	2219TRA000		The purpose of this grant is to assist Trade certified dislocated workers in locating new jobs, which may include training for a new occupation, as rapidly and as effective as possible.	\$162,942	10/01/18 – 12/31/19
(13)Reemployment Services and Eligibility Assessment	2219REA000		The intent of RESEA is 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. The RESEA program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.	\$217,781	10/01/18 – 9/30/19

- (1)Signed 10/20/18
- (2)Signed 10/20/18
- (3)Signed 9/17/18
- (4)Signed 9/05/18
- (5)Signed 9/18/18
- (6)Signed 9/22/18
- (7)Signed 9/23/18
- (8)Signed 9/27/18
- (9)Signed 10/01/18
- (10)Signed 10/01/18
- (11)Signed 10/01/18
- (12)Signed 10/01/18
- (13)Signed 10/01/18

Performance Update (August 2018 Final Release)

Summary

August 2018 Final Release Monthly Performance Report (MPR) has Workforce Solutions of the Coastal Bend exceeding fourteen (14) measures, meeting five (5).

Board Contract Year 2018, nineteen (19) of the nineteen (19) measures are meeting or exceeding on a Year-to-Date Performance Period.

The measure criteria for BCY18 incentives have been published. **Quartile 3**

Category 1: Claimant Reemployment	Category 2: WIOA – Adult/DW	Category 3: Foster Youth	Category 4: Choices
Overall Rank	Rank	Overall Rank	Rank
2	n/a	2	4

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:

+P - Meeting performance at 105% or better.

MP - Meeting performance at 97.5% of target or better

MP - Meeting performance but at risk by TWC on the TWC Board Summary Report-Contracted Measures” - 95% to less than 97.5% of target.

-P - Not meeting performance. Less than 95% of target.

Reemployment and Employer Engagement Measures

+P Claimant Reemployment Within 10 Weeks

The percent of monetarily eligible, registered initial claimants subject to work search reemployed within 10 weeks.

+P # of Employers Receiving Workforce Assistance

The number of employer reporting units served.

Program Participation Measures

+P Choices Full Work Rate

The % of Employment Expected Choices Families that meet their Participation Goal exclusively thru paid employment (or school for teens) supplemented by Employment Preferred Families and those in the 2 month Ramp Up phase who meet participation exclusively thru paid employment (or school for teens)

MP Average Number Children Served Per Day - Combined

The number of customers receiving qualifying services during the performance period.

WIOA Outcome Measures

+P Employed/Enrolled Q2 Post Exit – All Participants

The percent of Exiting Program Participants (Exiters) Employed or Enrolled in Education or Training IN the 2nd Calendar Quarter after Exit

+P Employed/Enrolled Q2-Q4 Post Exit – All Participants

The percent of Exiting Program Participants (Exiters) Employed or Enrolled in Education/Training IN the 2nd Quarter after Exit who are ALSO Employed or Enrolled in Education/Training IN BOTH the 3rd and 4th Calendar Quarters after Exit.

+P Median Earnings Q2 Post Exit – All Participants

The Median Earnings in the 2nd Calendar Quarter after Exit for Participants Employed in the 2nd Calendar Quarter after Exit

+P Credential Rate – All Participants

The percent of Exiting Program Participants (Exiters) who were in Training/Education other than OJT or Employer Customized Training and who achieved a Recognized Credential within 1 Year of Exit

+P Employed Q2 Post Exit – Adult

The percent of Exiting Program Participants (Exiters) Employed IN the 2nd Calendar Quarter after Exit

MP Employed Q4 Post Exit – Adult

The percent of Exiting Program Participants (Exiters) Employed IN the 4th Calendar Quarter after Exit

MP Median Earnings Q2 Post Exit – Adult

The Median Earnings in the 2nd Calendar Quarter after Exit for Participants Employed in the 2nd Calendar Quarter after Exit

MP Credential Rate – Adult

The percent of Exiting Program Participants (Exiters) who were in Training/Education other than OJT or Employer Customized Training and who achieved a Recognized Credential within 1 Year of Exit

+P Employed Q2 Post Exit – DW

The percent of Exiting Program Participants (Exiters) Employed IN the 2nd Calendar Quarter after Exit

+P Employed Q4 Post Exit – DW

The percent of Exiting Program Participants (Exiters) Employed IN the 4th Calendar Quarter after Exit

+P Median Earnings Q2 Post Exit – DW

The Median Earnings in the 2nd Calendar Quarter after Exit for Participants Employed in the 2nd Calendar Quarter after Exit

+P Credential Rate – DW

The percent of Exiting Program Participants (Exiters) who were in Training/Education other than OJT or Employer Customized Training and who achieved a Recognized Credential within 1 Year of Exit

+P Employed/Enrolled Q2 Post Exit – Youth

The percent of Exiting Program Participants (Exiters) Employed or Enrolled in Education or Training IN the 2nd Calendar Quarter after Exit

+P Employed/Enrolled Q4 Post Exit – Youth

The percent of Exiting Program Participants (Exiters) Employed or Enrolled in Education/Training IN the 4th Calendar Quarter after Exit

MP Credential Rate – Youth

The percent of Exiting Program Participants (Exiters) who were in Training/Education other than OJT or Employer Customized Training and who achieved a Recognized Credential within 1 Year of Exit

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **COASTAL BEND**

FINAL RELEASE
As Originally Published 10/3/2018
AUGUST 2018 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		14	5	0	100.00%											
Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes																

Reemployment and Employer Engagement Measures

TWC 1	Claimant Reemployment within 10 Weeks	+P	116.86%	54.63%	54.63%	63.84%	57.28%	51.79%	6,042	9,465	69.86%	61.08%	60.65%	60.47%	7/17	5/18
TWC 2	# of Employers Receiving Workforce Assistance	+P	112.18%	3,004	3,156	3,370	3,305	2,988	----	----	1,899	1,756	1,853	1,693	10/17	8/18

1. It does not appear that Hurricane Harvey negatively impacted performance.
2. Comparing current performance to recent trends and data from the same period last year suggests little to no negative impact on performance for this period from Hurricane Harvey.

Program Participation Measures

TWC 3,4	Choices Full Work Rate - All Family Total	+P	106.92%	50.00%	50.00%	53.46%	52.28%	54.08%	80	150	47.94%	54.89%	55.26%	56.88%	10/17	8/18
TWC 5	Avg # Children Served Per Day - Combined (Discrete Month)	MP	95.57%	2,413	2,541	2,306	n/a	n/a	53,043	23	n/a	n/a	n/a	n/a	8/18	8/18
TWC 5	Avg # Children Served Per Day - Combined	n/a	n/a	n/a	n/a	2,292	2,076	2,089	549,990	240	2,203	2,274	2,390	2,302	10/17	8/18

3. TWC determined that Deep East, Southeast, and Gulf Coast's performance was so impacted by Hurricane Harvey that the agency adjusted their targets for the early part of BCY18 to eliminate this impact. BCY18 performance will be measured against the standard 50% target for the remainder of the year.
4. Performance appears to have been negatively impacted by Hurricane Harvey.
5. Because of the significant increase in CCDF funding requires a significant ramp-up in kids served per day, CC performance accountability has been shifted to focus on discrete monthly performance levels that compares performance for the month with each Board's ramp-up plan and BCY19 initial targets. A Bd is considered to be at -P if the Discrete Monthly performance is less than 95% of the Discrete Monthly Ramp-Up Target or greater than 102% of the Initial Total BCY 2019 Target.

WIOA Outcome Measures

LBB-K	Employed/Enrolled Q2 Post Exit - C&T Participants	+P	107.02%	64.00%	64.00%	68.49%	68.16%	70.67%	14,277	20,844	68.19%	68.22%	69.09%	68.56%	7/16	6/17
LBB-K	Employed/Enrolled Q2-Q4 Post Exit - C&T Participants	+P	105.44%	80.00%	80.00%	84.35%	82.57%	83.54%	12,886	15,277	83.43%	85.14%	84.73%	84.04%	1/16	12/16
TWC	Median Earnings Q2 Post Exit - C&T Participants	+P	111.35%	\$4,952.00	\$4,952.00	\$5,514.25	\$5,218.13	\$5,346.87	n/a	13,297	\$5,311.82	\$5,796.97	\$5,414.65	\$5,620.24	7/16	6/17
LBB-K	Credential Rate - C&T Participants	+P	114.21%	48.00%	48.00%	54.82%	58.44%	64.86%	216	394	58.54%	44.75%	70.51%	60.38%	1/16	12/16
DOL-C	Employed Q2 Post Exit - Adult	+P	108.23%	74.40%	74.40%	80.52%	79.15%	82.83%	248	308	83.04%	83.61%	79.59%	75.58%	7/16	6/17
DOL-C	Employed Q4 Post Exit - Adult	MP	101.70%	81.80%	81.80%	83.19%	80.63%	81.77%	297	357	74.19%	82.79%	87.50%	85.25%	1/16	12/16
DOL-C	Median Earnings Q2 Post Exit - Adult	MP	103.69%	\$7,600.00	\$7,600.00	\$7,880.54	\$7,591.57	\$5,314.85	n/a	245	\$11,593.94	\$5,163.75	\$8,441.28	\$5,966.50	7/16	6/17
DOL-C	Credential Rate - Adult	MP	97.01%	45.10%	45.10%	43.75%	55.77%	63.86%	84	192	69.70%	19.59%	74.19%	61.29%	1/16	12/16
DOL-C	Employed Q2 Post Exit - DW	+P	112.09%	73.30%	73.30%	82.16%	75.51%	77.13%	152	185	87.23%	82.05%	85.45%	72.73%	7/16	6/17

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **COASTAL BEND**

FINAL RELEASE
As Originally Published 10/3/2018
AUGUST 2018 REPORT

Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes															

WIOA Outcome Measures

DOL-C	Employed Q4 Post Exit – DW	+P	123.87%	67.20%	67.20%	83.24%	67.11%	76.96%	<u>144</u> 173	73.68%	89.80%	87.23%	79.49%	1/16	12/16
DOL-C	Median Earnings Q2 Post Exit – DW	+P	134.79%	\$6,220.00	\$6,220.00	\$8,383.75	\$6,360.08	\$6,351.79	n/a 151	\$7,119.70	\$8,615.77	\$10,197.70	\$9,029.18	7/16	6/17
DOL-C	Credential Rate – DW	+P	111.95%	66.10%	66.10%	74.00%	73.68%	70.69%	<u>37</u> 50	84.62%	61.54%	75.00%	75.00%	1/16	12/16
DOL-C	Employed/Enrolled Q2 Post Exit – Youth	+P	119.61%	57.00%	57.00%	68.18%	68.64%	71.63%	<u>120</u> 176	74.58%	59.52%	70.00%	67.27%	7/16	6/17
DOL-C	Employed/Enrolled Q4 Post Exit – Youth	+P	107.51%	61.50%	61.50%	66.12%	72.85%	72.81%	<u>162</u> 245	58.90%	69.01%	71.19%	66.67%	1/16	12/16
DOL-C	Credential Rate – Youth	MP	96.04%	54.60%	54.60%	52.44%	64.44%	73.03%	<u>43</u> 82	33.33%	71.43%	50.00%	14.29%	1/16	12/16

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.

Measure	Category 1: Claimant Reemployment						Category 2: WIOA Adult/DW		Category 3: Foster Youth							Category 4: Choices			
	Reemployment within 10 Weeks (% Target)		Reemployment within 10 Wks Wage Replacement		Avg Rank	Overall Rank*	% EE Related to Training	% of Youth Participants Who Are Foster Youth	% Change in Youth Participants Who Are Foster Youth				Choices Full Work Rate - All Family						
	Measure Weight	55%	45%						100%	45%	55%			100%					
Board	Current % Target.	Rank	Current Perf.	Rank			Current Perf.	Rank	Current Perf.	Rank	Foster Youth Served		Percent Change	Rank	Avg Rank	Overall Rank*	Current Perf.	Rank	
											Current	Prior Year							
Quartile 1																			
Brazos Valley	115.98%	3	82.81%	5	3.9	5			1.39%	6	1	1	0.00%	4	4.9	6	51.35%	6	
Concho Valley	118.17%	2	86.92%	2	2	1			5.88%	2	4	3	33.33%	3	2.55	2	56.98%	3	
Golden Crescent	128.79%	1	83.16%	4	2.35	2			10.00%	1	1	1	0.00%	4	2.65	3	67.21%	2	
Middle Rio	105.82%	5	100.66%	1	3.2	3			2.13%	5	1	0	(Infinity)	1	2.8	4	50.56%	7	
North East	102.70%	7	80.89%	7	7	7			2.56%	4	1	1	0.00%	4	4	5	52.69%	5	
North Texas	113.59%	4	83.49%	3	3.55	4			0.00%	7	0	2	0.00%	4	5.35	7	55.33%	4	
Texoma	104.49%	6	82.06%	6	6	6			4.65%	3	2	1	100.00%	2	2.45	1	70.92%	1	
Quartile 2																			
Deep East	116.57%	5	83.24%	4	4.55	5			7.02%	3	4	4	0.00%	2	2.45	2	40.89%	7	
Heart of Texas	106.55%	7	82.41%	5	6.1	7			0.00%	5	0	1	0.00%	2	3.35	4	43.61%	6	
Panhandle	121.67%	3	78.06%	7	4.8	6			9.57%	2	9	7	28.57%	1	1.45	1	59.85%	1	
Permian Basin	123.34%	2	95.37%	1	1.55	1			0.00%	5	0	0	0.00%	2	3.35	4	50.26%	4	
South Texas	108.85%	6	91.83%	2	4.2	4			0.00%	5	0	0	0.00%	2	3.35	4	56.64%	2	
Southeast	133.54%	1	81.98%	6	3.25	2			1.79%	4	2	2	0.00%	2	2.9	3	51.78%	3	
West Central	117.93%	4	84.59%	3	3.55	3			10.00%	1	5	8	-37.50%	7	4.3	7	49.26%	5	
Quartile 3																			
Cameron	110.04%	3	91.96%	1	2.1	1			4.46%	2	5	1	400.00%	2	2	1	48.06%	7	
Capital Area	108.00%	4	90.23%	2	3.1	4			2.07%	5	4	6	-33.33%	5	5	4	55.48%	3	
Central Texas	107.70%	5	86.72%	5	5	5			2.04%	6	2	4	-50.00%	6	6	7	60.10%	1	
Coastal Bend	116.86%	1	87.05%	4	2.35	2			7.18%	1	13	10	30.00%	3	2.1	2	53.46%	4	
East Texas	106.63%	7	86.24%	6	6.55	7			3.68%	3	6	15	-60.00%	7	5.2	5	50.16%	5	
Rural Capital	107.47%	6	84.96%	7	6.45	6			2.88%	4	3	0	(Infinity)	1	2.35	3	55.51%	2	
South Plains	113.36%	2	88.12%	3	2.45	3			0.00%	7	0	3	0.00%	4	5.35	6	48.88%	6	
Quartile 4																			
Alamo	113.16%	3	85.24%	6	4.35	5			3.39%	4	19	29	-34.48%	4	4	4	64.24%	1	
Borderplex	103.14%	6	90.72%	2	4.2	3			2.46%	5	3	4	-25.00%	2	3.35	2	56.29%	3	
Dallas	103.80%	4	88.57%	3	3.55	2			2.41%	6	11	21	-47.62%	7	6.55	7	44.35%	7	
Gulf Coast	115.69%	2	83.13%	7	4.25	4			4.58%	3	25	47	-46.81%	6	4.65	6	45.59%	6	
Lower Rio	121.10%	1	95.11%	1	1	1			0.90%	7	3	4	-25.00%	2	4.25	5	61.53%	2	
North Central	101.48%	7	85.45%	5	6.1	7			5.05%	2	11	17	-35.29%	5	3.65	3	55.97%	4	
Tarrant County	103.39%	5	87.76%	4	4.55	6			6.70%	1	15	18	-16.67%	1	1	1	51.15%	5	
From	7/1/17		7/1/16				10/1/16		10/1/17				10/1/17				10/1/17		
To	5/31/18		3/31/17				9/30/17		8/31/18				8/31/18				8/31/18		

*(Based on Average Rank)

** Wage Replacement data is not available until the final release of the second month of each quarter. Until it is available, data from the prior quarter will continue to be used for scoring purposes.

INFORMATION ONLY

X-4. Draft Agenda for the December 13, 2018 Board of Directors Meeting.

BACKGROUND

Attached is a draft agenda for the December 13, 2018 Board of Directors meeting.

Board of Directors Meeting
Omni Corpus Christi Hotel 900 Shoreline Boulevard Corpus A
Corpus Christi, TX
December 13, 2018 - 3:00 pm

AGENDA

- I. Call to Order: *Victor M. Gonzalez, Jr., Chair*
- II. Roll Call: *Rosie Collin, Secretary*
- III. Announcement on Disclosure of Conflicts of Interest
Conflicts of Interest or Appearances 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.
- IV. Public Comments
- V. Board Comments
- VI. Discussion and Possible Action on Minutes of the September 27, 2018 Board of Directors Meeting
- VII. Chairman's Report: *Victor M. Gonzalez, Jr.*
- VIII. President/CEO's Report: *Ken Trevino*
 - Business Development, Public Relations and Organizational Update
- IX. Committee Reports:
 - * *Child Care Services* *Marcia Keener, Chair*
 - * *Public Relations* *Jesse Gatewood, Chair*
 - * *Workforce Services* *Velma Soliz-Garcia, Chair*
 - * *Ad Hoc Nominating* *Gloria Perez, Chair*
- X. Discussion and Possible Action to Approve FY 2018 Budget Amendment #5: *Shileen Lee*
- XI. President/CEO Report: *Ken Trevino*
 1. Annual Update
- XII. Discussion and Possible Action on Nomination and Election of Officers for 2019
- XIII. 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.

Consent Agenda. Items listed under the Consent Agenda have previously been reviewed and recommended for action by one or more Committees of the Board of Directors. All items listed under the Consent Agenda are ready for action by the full Board of Directors; however, a Board member can request that any item be pulled from the Consent Agenda for further review and discussion.

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Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech-impaired customers may contact

Relay Texas: 1-800-735-2989 (TDD) and 1-800-735-2988 or 7-1-1 (voice)

Glossary of Terms

Program Title	Program Characteristics
Child Care	Helps employers retain qualified workers with families by providing subsidized child care to low-income parents, children of teen parents, and children with disabilities.
Non-Custodial Parent (NCP) Choices	Targets low-income, unemployed, or underemployed NCPs who are behind on child support payments and whose children are current or former recipients of public assistance. Involves working in tandem with the Office of the Attorney General (OAG) and the local court system to help NCPs with substantial barriers to employment and career advancement, become economically self-sufficient while also making consistent child support payments.
Supplemental Nutrition Assistance Program Employment and 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).
Temporary Assistance for Needy Families (TANF)/Choices	The goal of Choices services is to end the dependence of needy parents on public assistance by promoting job preparation, employment, and job retention with a “Work First” service delivery design. TANF recipients are referred by the Texas Health and Human Services Commission (HHSC).
Trade Act Services	Provides employers with skilled workers. Moves trade-affected workers into new jobs as quickly and effectively as possible.
The Workforce Information System of Texas (TWIST)	TWIST is a centralized point of reporting intake, case management, and service delivery 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 (ES), Unemployment Insurance (UI), SNAP E&T, Temporary Assistance to Needy Families (TANF), SSI (Supplemental Security Income), and the Texas Department of Criminal Justice (TDCJ).
Veterans Employment Services	Employers have quick access to the talents and expertise of veterans and eligible persons, e.g., spouses of deceased/disabled/MIA veterans, to fill job openings.
Wagner-Peyser Employment Services (ES), Agricultural Services and Migrant and Seasonal Farm Worker Services	Acts as liaison between employers and job seekers to ensure employers have access to qualified workers. Provides job matching and recruitment services to employers and job seekers.
Workforce Innovation and Opportunity Act (WIOA)	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.