



WORKFORCE SOLUTIONS
of the Coastal Bend

Executive/Finance Committee Meeting

**February 14, 2019
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
February 14, 2019 – 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 December 6, 2018 Executive/Finance Committee Meeting.....	4-7
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>	8
	* <i>Public Relations</i> <i>Jesse Gatewood, Chair</i>	9
	* <i>Workforce Services</i> <i>Velma Soliz-Garcia, Chair</i>	10-11
IX.	Discussion and Possible Action to Approve FY 2019 Budget Amendment #2: <i>Shileen Lee</i>	12-14
X.	Information Only:	
	1. Monitoring Report: <i>Larry Peterson</i>	15-18
	2. Financial Report: <i>Shileen Lee</i>	19-21
	3. 2019 Budget Recap: <i>Shileen Lee</i>	22
	4. Update on National Dislocated Workers Disaster Grant: <i>Alba Silvas</i>	23
	5. Update on Future Procurements and Contract Renewals: <i>Robert Ramirez</i>	24-41
	6. Performance Measure Update: <i>Amy Villarreal</i>	42-47
	7. Draft Agenda for the February 21, 2019 Board of Directors Meeting: <i>Ken Trevino</i>	48-50
XI.	Discussion and Possible Action Regarding Contract with SERCO of Texas, Inc. for Career Center Services Delivery System and Youth Development Services, including, but not limited to performance issues, remedies and all matters related thereto (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.071: Consultation with Workforce Attorney and Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Rule 1.05)	

- XII. Discussion and Possible Action on Procurement for Career Center Services Delivery System and Youth Development Services. (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.071: Consultation with Workforce Attorney and Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Rule 1.05)
- XIII. Discussion and Possible Action on Annual Performance Evaluation of the President/CEO (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.074: Personnel Matters)
- XIV. 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.

**Executive/Finance Committee Meeting
Roll Call Roster
February 14, 2019**

- _____ Victor M. Gonzalez, Jr., Chair
- _____ Velma Soliz-Garcia, Vice Chair
- _____ Rosie Collin, Secretary
- _____ Vince Goodwine, 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
December 6, 2018 – 3:00 pm**

Committee Members

Present

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

Absent

Rosie Collin

Others Present

Ken Trevino, Workforce Solutions
Amy Villarreal, Workforce Solutions
Shileen Lee, Workforce Solutions
Robert Ramirez, Workforce Solutions
Larry Peterson, Workforce Solutions
Alba Silvas, Workforce Solutions
Pam Ross, Workforce Solutions
Andrea Byrd, Workforce Solutions
Shelby Simms, Workforce Solutions
Jennifer Ledford, Workforce Solutions
Denise Woodson, Workforce Solutions
Christina Miller, Workforce Solutions
Monika De La Garza, Workforce Solutions
Heather Cleverley, Workforce Solutions
Janet Neely, Workforce Solutions
Manuela Zarate, SER Metro-Detroit
Manuel Ugues, SERCO of Texas, Inc.
Rita Soto, SERCO of Texas, Inc.
Robert Gonzalez, SERCO of Texas, Inc.
Austin Grappe, SERCO of Texas, Inc.

Other Board Members Present

I. Call to Order

Mr. Gonzalez called the meeting to order at 3:02 pm.

II. Roll Call

The roll was called and a quorum was present.

III. Announcement on 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

Mr. Sample questioned why the Committee Meetings changed from every month to quarterly. Mr. Trevino stated there is a set schedule at the end of the year. The bylaws allow it and few quorums were met when the meetings were scheduled on a monthly basis. Mr. Trevino mentioned most quorums were met this year since making the change.

V. Discussion and Possible Action on Minutes of the September 20, 2018 Executive/Finance Committee Meeting

Ms. Soliz-Garcia moved to approve the minutes of the September 20, 2018 Executive/Finance Committee meeting. The motion was seconded and passed.

VI. Chairman's Report

Raising the Bar – Skills Development Fund Check Presentation

Mr. Gonzalez presented a skills Development Fund Check along with Commissioner Ruth Hughes.

Career Ready Workforce Certification Class

Mr. Gonzalez attended and was a speaker at the completion of the Career Ready Workforce Certification Class at the Sunrise Mall. He noted Commissioner Hughs was in attendance.

7th Annual Hiring Red, White & You! Statewide Job Fair

Mr. Gonzalez commended the President/CEO and team for a very successful job fair. Each year the numbers grow as we assist veterans seeking employment. He noted that Texas Veterans Commission Chair Eliseo "Al" Cantu, Jr. was in attendance.

Annual Texas Workforce Conference & TAWB Meeting

Mr. Gonzalez attended the annual Texas Workforce Conference and annual TAWB meeting in Houston, Texas.

Annual Board of Directors Meeting

Mr. Gonzalez stated that the annual Board of Directors meeting is scheduled for December 13 at the Omni Corpus Christi Hotel, followed by a holiday reception.

VII. President/CEO's Report

Mr. Trevino stated he appreciated everyone's patience, emails and expressed sincere gratitude. Mr. Trevino stated his team allowed him to recover the right way and from organizational perspective, everything occurred the way it should have. Mr. Trevino acknowledged Ms. Villarreal and Ms. Lee did everything they needed to do.

Business Development, Public Relations and Organizational Update

Ms. Villarreal provided the following Organizational Update distributed at the meeting, highlighting the Coast Guard All Hands Event at CCAD; Customer Service Training; Student HireAbility Lunch and Learn; Gov. Small Business Forum for Women; Visited with Three Rivers ISD Superintendent and Judge Huff; Annual TWC Conference and TAWB Meeting; and met with TWC regarding Retail Skills Initiative.

- Attended Del Mar College Jet Grant Presentation - October 5, 2018
- Attended the Coast Guard All Hands Event at CCAD - October 9, 2018
- Attended SERCO WIOA CAP Meeting - October 10, 2018
- Follow Up meeting with SERCO Project Director - October 11, 2018
- Shileen Lee and Larry Peterson attended the Quality Assurance Meeting (QAN) - October 10-12, 2018
- Attended the Mayor's Workforce Taskforce - October 15, 2018
- Provided Customer Service Training to all Board Staff - October 18, 2018
- Participated in the CCISD Advisory Committee Meeting (Alba) - October 17, 2018
- Attended the Calallen State of the District Luncheon - October 22, 2018
- Hosted TWC TAA Elisa Spry Contract Manager - October 23-25, 2018
- Hosted Student HireAbility Lunch and Learn - October 24, 2018
- Spoke to the Army Aviation Association of America (Quad A) National Conference about Workforce & Ed Issues and Local Workforce - October 24, 2018
- Attended Gov. Small Business Forum for Women (Monika) - October 25, 2018
- Attended UCCCC Education & Workforce Committee Meeting (Andrea Byrd) - October 25, 2018

- Visited with Three Rivers ISD Superintendent and Judge Huff - October 30, 2018
- Attended Conference calls for Apprenticeship Texas & Jobs Yall - November 1, 2018
- Met with US Census Representative on Jobs & Partnership - November 5, 2018
- Attended the State of the Port Luncheon - November 7, 2018
- Attended the Tri-Agency Summit with Alba Silvas - November 7-8, 2018
- Hosted 7th Annual Hiring Red, White, and You Job Fair (Team) - November 8, 2018
- Met with Manuel Ugues regarding CAP - November 13, 2018
- Attended SERCO WIOA Cap meeting - November 13, 2018
- Met with Victor Gonzalez Jr. to provide an organizational update - November 14, 2018
- Met with Baker Ripley for Childcare Update - November 15, 2018
- Met with ESC2 regarding AEL Program - November 15, 2018
- Met with Downtown Management District to discuss Labor and Economic Data - November 16, 2018
- Attended Ad Hoc Nominating Committee Meeting - November 20, 2018
- Attended the Annual TWC Conference and TAWB Meetings - November 27-30, 2018
- Met with TWC regarding Retail Skills Initiative - November 29, 2018

VIII. Committee Reports

Child Care Services

Ms. Keener provided a report on the December 5, 2018 Child Care Services Committee meeting (included on page 12 of the December 6 agenda packet).

Public Relations

Mr. Gatewood provided a report on the December 4, 2018 Public Relations Committee meeting, including the Quarterly Report and Annual Report (included on page 13 of the December 6 agenda packet).

Workforce Services

Ms. Velma-Soliz provided a report and handout on the December 5, 2018 Workforce Services Committee meeting (included on page 14 of the December 6 agenda packet).

Ad Hoc Nominating

Ms. Perez provided a report and handout on the November 20, 2018 Ad Hoc Nominating Committee meeting (included on page 15 of the December 6 agenda packet).

IX. Discussion and Possible Action to Approve FY 2018 Budget Amendment #5

Ms. Lee presented information on FY 2018 Budget Amendment #5 (included on pages 16-17 of the December 6 agenda packet), reflecting additional revenues. The new format developed with Mr. Owen eliminates much of the detail typically presented, however, those details are still available upon request.

Mr. Owen moved to recommend to the Board of Directors approval of FY 2018 Budget Amendment #5. The motion was seconded and passed.

X. Information Only:

1. *Financial Report*

Ms. Lee presented the September 2018 Financial Report (included on pages 18-22 of the December 6 agenda packet).

2. *Update on Future Procurements and Contract Renewals*

Mr. Ramirez provided an update on future procurements and contract renewals (included on pages 23-38 of the December 6 agenda packet).

3. *Performance Measure Update*

Ms. Byrd presented the Performance Measure Update for August 2018 (included on pages 39-44 of the December 6 agenda packet).

4. *Draft Agenda for the December 13, 2018 Annual Board of Directors Meeting*

A draft agenda for the December 13, 2018 Annual Board of Directors meeting was provided (included on pages 45-47 of the December 6 agenda packet).

XI. Adjournment

The meeting adjourned at 3:51 pm.

COMMITTEE REPORT

VIII-1

Committee: Child Care Services

Marcia Keener, Chair

Mary Gleason, Vice Chair

Mary Afuso

Noemi Aguilar

Sara Garza

Verna Portis

Cleo Rodriguez Jr.

Ed Sample

Date of Committee meeting: February 6, 2019

The committee did have a quorum.

The following items were discussed at the meeting:

1. Review of Committee Charter and Initiatives for BCY 2019
2. Summary of Child Care Performance for the First Quarter of BCY 2019
3. Summary of Child Care Performance for the Month of January of the Second Quarter of BCY 2019
4. Action Plan for Child Care Performance for the Second Quarter of BCY 2019
5. Analysis of Coastal Bend Child Care
6. Update on Child Care Quality Program Activities

The Committee took the following action:

The Committee approved the Minutes of the December 5, 2018 Child Care Services Committee Meeting.

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
Tracy Florence
Arnoldo Cantu
Omar Lopez

Date of Committee meeting: February 6, 2019

The committee did have a quorum.

The following items were discussed at the meeting:

The Public Relations Committee continues to meet to review ideas on how to increase the awareness and outreach efforts of services that Workforce Solutions of the Coastal Bend (WFSCB) offers to both employers and job seekers. Handouts were distributed and a slide presentation was provided at the meeting. Discussion items for this meeting include but are not limited to the following list.

The following items were discussed at the meeting:

1. Workforce Services Committee Charter, Goals and Objectives for 201
2. 2018 Major Projects Review
3. 2019 Major Projects Forecast – Implementation of the Design & Digital Content Specialist, New Mobile Career Center Launch, Women Empowered Summit, Quarterly Report Refresh, Increased Labor Market Intelligence Distribution, Targeted Social Media (Internal/External Strategies, LIVE Presentations, Social Work Groups, Increased Video Vignettes, Social Brand Messages), Full-On Website Integration, 11-County Career Center Signage Rebrand, Increased Veterans Priority of Service Marketing/Outreach and Targeted Rural & Urban Outreach Strategy.
4. Q1 Report Proof and Template Refresh – 1st Quarterly Report (October - December 2018). The purpose of this report is to provide interim and annual updates to the public regarding workforce employment, training and business services.
5. 2018 Annual Report E-Magazine Blast to Community Stakeholders - Discuss ideas for the 2019 Annual Report.
6. Media/Social/Outreach Coverage (December 2018 – February 2019) TV, Print, Radio & Social Media Platforms

The Committee took the following action:

1. Approved the minutes of the December 4, 2018 Public Relations Committee Meeting
2. Approved the Committee Charter and Initiatives for BCY 2019

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.

Michelle Flower

Date of Committee meeting: February 7, 2019

The following items were discussed at meeting:

The committee did have a quorum.

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

- Workforce Services Committee Charter for 2019
- Nine (9) Board Policies:
 - Policy #4.0.115.03- Program Non-Compliance
 - Policy#1.0.110.03 - Equal Employment Opportunity
 - Policy#1.0.112.02 - Discrimination Complaint Procedure
 - Policy#1.0.114.02 - Storage and Use of Disability-Related and Medical Information
 - Policy#4.0.118.02 - Accessibility
 - Policy#4.0.120.02 - Limited English Proficiency
 - Policy#4.0.121.03 - Reasonable Accommodation
 - Policy#5.0.102.03 - Equal Opportunity- Accessibility Monitoring
 - Policy#6.0.102.01 - Accessibility for Person with Disabilities
Equal Opportunity – Discrimination Complaint Procedures 2018
Workforce Solutions Site Selection
- Recommendation from the President/CEO to begin open procurement process for Career Center Services Delivery System and Youth Development Services

The following information items were discussed at the meeting:

Facilities Update:

- Kingsville and Beeville Career Center- Vocational Rehabilitation Services (VRS) Update
- WFSCB Mobile Unit arrived 01.24.19: Ribbon cutting ceremony 02.21.19

Performance Measures Update:

- Board Contract Year 2019- December 2018 Final Release

Services to Business:

- Hurricane Harvey Activities
 - 450 Participants served and 136 relief employment opportunities
 - Grant end date 09.30.19, possibility of extension to 12.31.19
 - Success Stories

Services to Workers:

- WE Summit-Women Empowered: 03.23.19. Texas A&M Corpus Christi Tx.
- Veterans Services- Framing-up Services and collaboration with partners
- Policy Review Schedule- Updated schedule was brought to the committee to demonstrate updated board policies year to date
- Program Updates- The committee was made aware of program status.
 - Choices and SNAP E&T Corrective Action Plan (CAP) Effective January 19, 2018
 - WIOA-Adult Dislocated and Youth Corrective Action Plan (CAP) Effective August 13, 2018

The Committee took the following action:

1. Approve the minutes of December 5, 2018 Workforce Services Committee Meeting
2. Approved the Workforce Services Committee Charter for 2019
3. Approved nine (9) Board Polices presented
4. Approved the recommendation of the President/CEO to recommend to the Executive Committee to begin the open procurement process for Career Center Services Delivery System and Youth Development Services.

ITEM FOR DISCUSSION AND POSSIBLE ACTION

IX. FY 2019 Budget Amendment #2

BACKGROUND INFORMATION

The Workforce Solutions Board of Directors approved the FY 2019 Operating Budget on September 27, 2018. Budget Amendment #2 is attached with a detailed budget narrative.

RECOMMENDATION

The Executive/Finance Committee recommend to the Board of Directors approval of FY 2019 Budget Amendment #2.

**WORKFORCE SOLUTIONS OF THE COASTAL BEND
BUDGET NARRATIVE
FY 2019**

The proposed budget amendment #2, includes an overall revenue decrease for contract closeouts and budget finalization for a total decrease of \$(55,834)

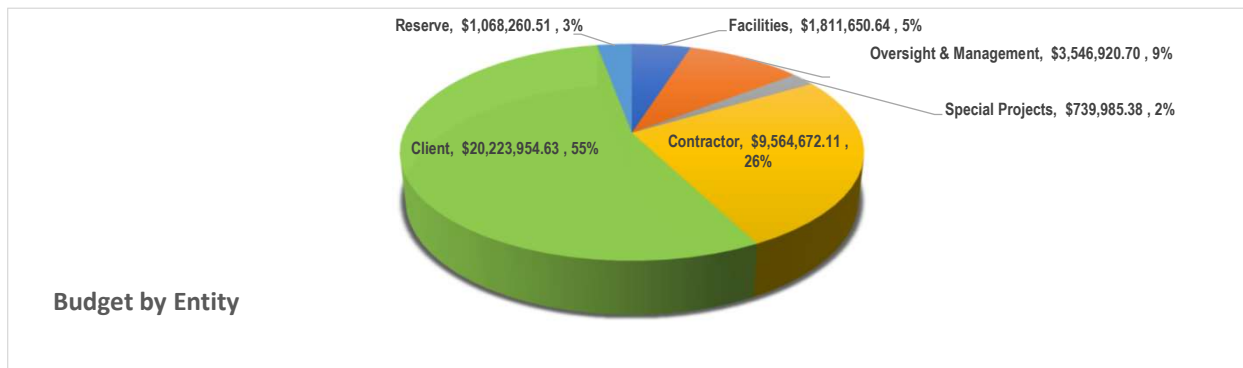
The decrease in the budget will be adjusted in the Contracted services budget of the reserve for a total of \$(55,834).

We are requesting approval on budget amendment #2 of the BCY2019 budget.

Program	Amended Budget #1 FY2019	Fund Finalization / New Funds	Revised Funds Available 12/31/2018
Noncustodial Parent Choices Program	147,091	(36,791)	110,300
SNAP E&T	239,485	(55,080)	184,405
SNAP E&T ABAWD	57,793	17,897	75,690
Resource Administration Grants	6,470	0	6,470
Workforce Commission Initiatives- Red White	11,450	(5,360)	6,090
Workforce Commission Initiatives-- TVLP Vet	7,120	(769)	6,351
Workforce Commission Initiatives-- CC Quality Conference	2,274	(488)	1,786
Workforce Commission Initiatives--Foster Care Conference	1,067	(144)	923
Workforce Commission Initiatives--Career in Texas Industries	50,000	0	50,000
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	89,527	(2,263)	87,264
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	2,625,855	0	2,625,855
Trade Act Services for Dislocated Workers	116,442	0	116,442
Wagner-Peyser Employment Services	135,320	11,955	147,275
WOS - Externship for Teachers	105,162	0	105,162
WIOA - PY17 Adult Allocation	1,467,881	7,397	1,475,278
WIOA - PY17 Dislocated Worker Allocation	1,247,070	0	1,247,070
WIOA - PY17 Youth Allocation	1,527,147	7,813	1,534,960
WIOA - PY18 Rapid Response	33,999	0	33,999
NDW - Hurricane Harvey	4,633,000	0	4,633,000
WWRCCA for Hurricane Harvey	100,000	0	100,000
WIOA - PY18 Adult Allocation	2,120,041	0	2,120,041
WIOA - PY18 Dislocated Worker Allocation	1,489,075	0	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	1,894,523	0	1,894,523
Noncustodial Parent Choices Program	142,403	0	142,403
Grand Total	\$36,999,054	(\$55,834)	\$36,943,220

**Workforce Solutions of the Coastal Bend
FY 2019 BUDGET
For the twelve month period ending September 30, 2019**

	A FY2019 Amended Budget	B FY2019 Amended #2	C FY2019 Amended Budget	Difference C - A
Grant revenue	\$ 36,999,054	(\$55,834)	\$ 36,943,221	\$ (55,834)
Total revenue	\$ 36,999,054	\$ (55,834)	\$ 36,943,221	\$ (55,834)
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	262,835	-	262,835	-
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	\$ 2,988,364	\$ -	\$ 2,988,364	\$ -
One Stop Operations 5%				
Facilities and related expense	\$ 1,163,677	\$ -	\$ 1,163,677	\$ -
Furniture, Equipment & Software	192,915	-	192,915	-
General administrative expense	269,127	-	269,127	-
Communication expense	165,386	-	165,386	-
Professional fees & service	5,751	-	5,751	-
Consulting fees/trainer	5,751	-	5,751	-
Client	5,751	-	5,751	-
Software/Testing/Assessment	5,751	-	5,751	-
Total One Stop Operation	\$ 1,802,607.46	\$ -	\$ 1,802,607	\$ -
Contracted services	\$ 32,208,083	\$ (55,834)	\$ 32,152,249	\$ (55,834)
Reserve	1,068,261	(55,834)	1,012,427	(55,834)
Special Projects	795,819	-	795,819	-
One Stop Contract/Client Cost	13,811,358	-	13,811,358	-
BakerRipley	1,186,214	-	1,186,214	-
Child care (direct)	12,272,054	-	12,272,054	-
Total expense	\$ 36,999,054	\$ (55,834)	\$ 36,943,220	\$ (55,834)
Changes in net assets	0	0	0	0



INFORMATION ONLY

X-1. Monitoring Reports

BACKGROUND

The Texas Workforce Commission (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. The following is a list of the monitoring reviews and significant observations that were completed during the months of September 2018 - January 2019.

Workforce Solutions – Board

Fiscal & Program Reviews

- **TWC Monitoring – April 16-20, 2018**
 - The Board Monitoring functions for both fiscal and programs has been recertified for another three years.
 - TWC Monitoring report issued October 17, 2018 stated that the Board did not have complete support documentation with all of the required information to show that an annual physical inventory of equipment was complete.

Conclusion:

- The Board provided a copy of the completed physical inventory of all equipment and property at all locations as of September 2018 to ensure compliance with inventory requirements per the TWC Financial Manual for Grants and Contracts (FMGC).

➤ **Local Match Contracts – 2018-2019**

○ Del Mar College	\$186,464 drawing down	\$370,736
○ Coastal Bend College	\$200,000 drawing down	\$397,649
○ City of Corpus Christi	\$300,000 drawing down	\$596,474
○ Texas A&M Kingsville	\$120,000 drawing down	\$238,590
○ Texas A&M Corpus Christi	<u>\$ 70,000</u> drawing down	<u>\$139,177</u>
Direct Child Care Dollars	\$876,464	\$1,742,626

➤ **Local Match Contract Certifications – 2nd half of 2017-2018**

- \$500,000 in Expenditures were certified and submitted to TWC.

➤ **Child Care Local Match Agreements 2017-2018 – Monitoring Reviews**

- Del Mar College
- Coastal Bend College
- City Corpus Christi
- TAMU Kingsville
- TAMU Corpus Christi

Conclusion: No issues noted

SERCO

Program Reviews

➤ **WIOA – Adult/Dislocated Review 9/24/18**

- Five participants did not have an assessment in file or in TWIST and/or did not contain a signed assessment by the customer and/or Workforce staff.
- One participant does not have an open active service in TWIST after the initial contact.
- One (1) participant file did not contain the backup documentation for numerous support services.
- Four customers had no contact after initial appointment and/or no contact since their CC resigned and a replacement CC was appointed
- Four participants gained employment according to case notes, yet the job verification was not in the file.
- Two cases had no assessment in the file or in TWIST.
- One case had no assessment case note yet, an assessment was in TWIST.
- One case had an assessment case note yet, the assessment was not entered in TWIST.
- One case had an assessment in the file but was not signed by customer or CC.
- Three participants Service Level Plans were not up-to-date in TWIST.
- One case had numerous late case notes.

Conclusion:

- **The overall error rate for this review is 10.97% with an error rate of 30% in TWIST data entry.**
- **The overall error rate for the Final Report dated 2/6/19 is 5.71% with an error rate of 24% in TWIST data entry.**
- SERCO remains on the CAP implemented by the Board 8/13/18.

➤ **WIOA – Youth Services Review 1/29/19**

- Two participants' files did not have an assessment Service Plan signed by the customer.
- Four participants Service Plan in TWIST are not closed out with actual completion dates as the participants cases were exited from the program.
- Three cases had the service activity of Job Search Assistance opened in TWIST without a qualifying Youth Element open.
- One case had disallowed cost of \$50 as the customer was given transportation for Hurricane Harvey, which is not a part of the Youth Program.
- One case was closed to Follow-up when the file was called for as part of this monitoring review on 1/7/19. The case should have been exited to Follow-up on 12/4/18.
- The overall error rate for this review is 8.1%.

Conclusion:

- **The overall error rate for this review is 8.1% with an error rate of 17% in Youth Assessments.**
- **The overall error rate for the previous review dated 8/16/18 review was 17% with an error rate of 20% in Youth Assessments.**
- SERCO remains on the CAP implemented by the Board 8/13/18.

➤ **TANF/Choices Review 11/13/18**

- One case had no job search hour's case note for October weeks 1 and 2.
- One case had no case note for Good Cause for August 2018.
- One case should have been issued a penalty for not meeting hour's requirement as of 9/21.
- One case did have a T&R letter sent and penalty issued 8/20/18. However, a penalty should have been no later than 8/10/18 as no job search hours had been reported.
- Nine cases had multiple errors with job search or activity hours entered or not entered issues in TWIST. Numerous cases have the wrong number of hours enter in TWIST as compared to the timesheet documentation in the file. Numerous cases have a number of time conversion errors from minutes to hours.
- One timesheet was signed on Sept. 14th, yet the hours for Sept. 15th were data entered.
- One case had a Transportation SS of \$70 for Sept. week 4, yet documentation only support 4 days at \$10 or \$40. The other \$30 is disallowed costs.
- One case should have been Good Caused for July 2018 as the 1836A was received from the CU on July 12, 2018.

Conclusion:

- **The overall error rate for this review is 9.56% with an error rate of 53% in TWIST data entry.**
- **The overall error rate for the Final Report dated 2/5/19 (outside of this reporting period) is 8.69% with an error rate of 41% in TWIST data entry.**
- SERCO remains on the CAP implemented by the Board 1/19/18.

➤ **SNAP E&T Review – Report 10/22/18**

- One customer turned in Job Search Worksheets for July 2018 but were dated June 2018. The hours were accepted and entered into TWIST. There was no assessment case note.
- One customers Job Search was not open as an allowable activity, yet job search is part of the Service Plan in TWIST.
- One customer with an open Workfare activity did not have their scheduled work hours calculation documented in TWIST.
- One customer was penalized prior to the timely and reasonable letter being issued.
- One customer was not sent a timely and reasonable letter or timely penalized for non-cooperation.
- Two cases had late case notes.
- Seven cases had Service Plans that were not completed in TWIST as the file was closed.
- One case did not have an assessment case note in TWIST.
- One case did not have the work hours entered in TWIST correctly.
- One case did not have a case note that justified or addressed other local resources for the transportation support service.
- One case did not have a penalty entered in TWIST that was justified.
- One case did not have an assessment case note that documented the customers 30 hour job search requirement. One (1) case two weeks participation was not reported to HHSC.

- Two (2) cases had penalties reported late to HHSC.
- One (1) case did not have a penalty reported as was appropriate.
- Two (2) cases should have been closed for non-cooperation with a penalty.

SNAP E&T Report 1/22/19

- One customer's Assessment/Service Plan was not signed by the customer.
- One customer turned in their signed Job Search Worksheets for Week 4 of November 2018 but, the worksheet was not signed or dated by the receiving staff.
- Two customer's timely and reasonable letters were not sent timely and one of the two was not penalized (12/26) until the file was called for review on 1/2/19.
- One customer's support service \$10 gas card was entered in TWIST but was never given too or received by the customer.
- One case did not have an appropriate Failed to Participate Good Cause Recommended, under Good Cause Tab, after the Career Counselor found out that Customer was employed.
- One case had several Job Search Hour Sheets that were late data entered.
- One case had Supervised Job Search not correctly converted from minutes to hours thus hour entered into TWIST were wrong.
- One case had no Workfare hour's calculation in the case notes.
- Two cases had Service Plan that were not completed in TWIST as the file was closed.
- The penalty date entered in TWIST in two (2) cases is not correct.
- Staff corrected the support service by deletion of the \$10.00 entry in TWIST.
- One (1) case two weeks participation was not reported timely to HHSC.
- One (1) case was closed inappropriately without HHSC recommendation for unsubsidized employment and retention.

Conclusion:

- **The overall error rate for 10/22/18 review is 12.96% with an error rate of 59% in TWIST data entry.**
- **The overall error rate for 1/22/19 review is 7.21% with an error rate of 35% in TWIST data entry.**
- SERCO remains on the CAP implemented by the Board 1/19/18.

BarkerRipley, Inc.

Program Review

➤ **Child Care File Reviews (2)**

Finding:

- Two (2) participants' income were calculated incorrectly.

Conclusion:

- A training session was held to review and implement best practices for gathering and processing income/wage documents.
- BakerRipley staff is to be commended for outstanding reviews.

INFORMATION ONLY

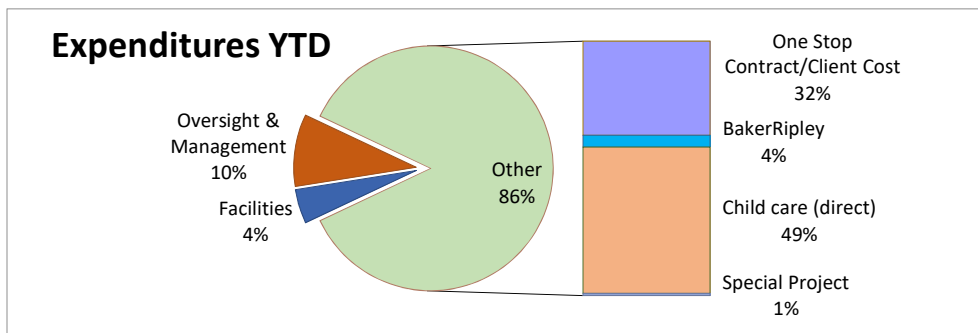
X-2. Financial Report

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
STATEMENT OF ACTIVITIES
For the Month Ending
December 31, 2018**

	FY2019 Amended Budget	Current Expenses	YTD	%
				Expended
REVENUES				
Grant revenue - federal	\$ 36,969,054	\$ 2,585,001	\$ 7,176,234	19%
Grant revenue - Non federal	30,000.00		-	
	<u>\$ 36,999,054</u>	<u>\$ 2,585,001</u>	<u>\$ 7,176,234</u>	19%
EXPENSES				
Oversight & Management				
Salaries and benefits	\$ 2,306,492	\$ 209,667	\$ 575,583	25%
Facilities and related expense	59,573	3,599	11,826	20%
Furniture, equipment, & software	75,904	4,983	16,220	21%
General administrative expense	262,835	18,594	38,478	15%
Communication expense	29,384	1,864	5,756	20%
Professional fees and services	120,762	1,335	6,132	5%
Staff development expense	47,155	0	8,150	17%
Travel expense	86,259	1,555	20,680	24%
Total Oversight & Management Expense	<u>\$ 2,988,364</u>	<u>\$ 241,596</u>	<u>\$ 682,824</u>	23%
One Stop Operations				
Facilities and related expense	\$ 1,163,677	\$ 60,808	\$ 175,586	15%
Furniture, equipment, & software	192,915	6,415	21,804	11%
General administrative expense	269,127	44,561	74,479	28%
Communication expense	165,386	10,497	32,106	19%
Professional fees and services	11,502	5,094	19,506	170%
Total One Stop Operations	<u>\$ 1,802,607</u>	<u>\$ 127,374.76</u>	<u>\$ 323,482</u>	18%
Contracted services	\$ 32,208,083	\$ 2,216,030	\$ 6,169,928	19%
Total expense	<u>\$ 36,999,054</u>	<u>\$ 2,585,001</u>	<u>\$ 7,176,234</u>	19%
Changes in net assets	<u>\$ 0.00</u>	<u>\$ -</u>	<u>\$ -</u>	



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

For the Month Ending December 31, 2018

ASSETS

Current Assets

Cash & Cash Equivalents	\$	46,472
Money Market Account	\$	425,944
Due from TWC		224,599
Accounts Receivable		10,234
Prepaid Expense		1,747,824
Other Assets		30,748
Total Current Assets	\$	2,485,820

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

\$ 3,250,543

LIABILITIES

Current Liabilities

Accounts Payable	\$	1,592,772
Accrued Expense		607,319
Accrued Vacation		42,200
Total Current Liabilities	\$	2,242,291

NET ASSETS

Unrestricted-Non-Federal Fund	\$	30,316
Temporarily Restricted-Ticket to Work/Other		213,212
Investment in Fixed Assets		764,723
Total Net Assets	\$	1,008,251

Total Liabilities and Net Assets

\$ 3,250,543

**WORKFORCE SOLUTIONS OF THE COASTAL BEND
CONTRACTS OUTSTANDING
As of December 31, 2018**

Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum Expenditures	Budget Balance	% Expended	TWC % Target
Expires 12/31/2018								
2217NDW000	NDW - Texas Oil & Gas	10/11/2016	12/31/2018	730,433.00	686,723.12	43,709.88	94%	100%
2217WOS000	WOS - Military Family Support	1/1/2017	12/31/2018	49,631.00	49,631.00	-	100%	100%
2218CCF000	Child Care	10/1/2017	12/31/2018	10,471,578.00	10,471,578.00	-	100%	100%
2218CCM000	Child Care Local Initiative	10/1/2017	12/31/2018	1,783,397.00	1,783,397.00	-	100%	100%
2218CCP000	Child Care DFPS	9/1/2017	12/31/2018	2,625,855.00	2,625,855.00	-	100%	100%
2218TRA000	Trade Act Services for Dislocated Workers	10/1/2017	12/31/2018	116,442.00	111,216.71	5,225.29	96%	N/A
2218WPA000	Wagner-Peyser Employment Services	10/1/2017	12/31/2018	147,275.00	126,407.98	20,867.02	86%	100%
Expires 1/31/2019								
2218CCQ000	Child Care Quality	10/1/2017	1/31/2019	367,718.00	353,983.48	13,734.52	96%	94%
Expires 2/28/2019								
2218WOS000	WOS - Externship for Teachers	4/9/2018	2/28/2019	105,162.00	105,162.00	-	100%	80%
Expires 6/30/2019								
2217WOA000	WIOA - PY17 Adult Allocation	7/1/2017	6/30/2019	1,475,278.00	\$1,455,499.53	19,778.47	99%	75%
2217WOD000	WIOA - PY17 Dislocated Worker Allocation	7/1/2017	6/30/2019	1,247,070.00	\$1,196,811.27	50,258.73	96%	75%
2217WOY000	WIOA - PY17 Youth Allocation	7/1/2017	6/30/2019	1,534,960.00	\$1,521,337.29	13,622.71	99%	75%
2218WOR000	WIOA - PY18 Rapid Response	7/1/2018	6/30/2019	33,999.00	\$666.80	33,332.20	2%	N/A
Expires 8/31/2019								
2218WDR000	WWRCCA for Hurricane Harvey	2/23/2018	8/31/2019	100,000.00	23,873.51	76,126.49	24%	67%
Expires 9/30/2019								
2217NDW001	NDW - Hurricane Harvey	8/28/2017	9/30/2019	4,633,000.00	4,090,645.28	542,354.72	88%	67%
2219NCP000	Noncustodial Parent Choices Program	9/1/2018	9/30/2019	142,403.00	29,808.11	112,594.89	21%	31%
2219RAG000	Resource Administration Grants	10/1/2018	9/30/2019	6,470.00	876.09	5,593.91	14%	25%
2219REA000	Reemployment Services and Eligibility Assessment	10/1/2018	9/30/2019	217,781.00	70,904.81	146,876.19	33%	25%
2219SNE000	SNAP E&T	10/1/2018	9/30/2019	491,994.00	184,361.98	307,632.02	37%	25%
2219WCI000	WCI - Workforce Commission Initiatives	10/1/2018	9/30/2019	175,586.00	14,041.06	161,544.94	8%	25%
Expires 10/31/2019								
2219CCQ000	Child Care Quality	10/1/2018	10/31/2019	717,154.00	55,003.68	662,150.32	8%	23%
2219TAF000	TANF Choices	10/1/2018	10/31/2019	2,878,896.00	358,084.96	2,520,811.04	12%	23%
Expires 11/30/2019								
2219CAA000	Child Care Attendance Automation Service	10/1/2018	11/30/2019	100,337.00	23,886.85	76,450.15	24%	21%
Expires 12/31/2019								
2219CCF000	Child Care	10/1/2018	12/31/2019	13,197,833.00	1,479,877.73	11,717,955.27	11%	20%
2219CCM000	Child Care Local Initiative	10/1/2018	12/31/2019	1,742,626.00	-	1,742,626.00	0%	20%
2219CCP000	Child Care DFPS	9/1/2018	12/31/2019	1,894,523.00	508,784.84	1,385,738.16	27%	25%
2219TRA000	Trade Act Services for Dislocated Workers	10/1/2018	12/31/2019	162,942.00	-	162,942.00	0%	20%
2219WPA000	Wagner-Peyser Employment Services	10/1/2018	12/31/2019	135,223.00	-	135,223.00	0%	20%
Expires 6/30/2020								
2218WOA000	WIOA - PY18 Adult Allocation	7/1/2018	6/30/2020	\$2,120,041.00	\$290,965.70	1,829,075.30	14%	10%
2218WOD000	WIOA - PY18 Dislocated Worker Allocation	7/1/2018	6/30/2020	\$1,489,075.00	\$31,783.15	1,457,291.85	2%	10%
2218WOY000	WIOA - PY18 Youth Allocation	7/1/2018	6/30/2020	2,216,638.00	\$251,753.21	1,964,884.79	11%	10%
Grand Total				53,111,320.00	27,902,920.14	25,208,399.86		

INFORMATION ONLY

X-4. Update on National Dislocated Workers Disaster Grant

BACKGROUND

Board Staff will provide an update on Hurricane Harvey services and activities related to the National Dislocated Workers Disaster grant.

INFORMATION ONLY

X-5. 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
Request for Applications (RFA) for Speakers	January 2019	March 23, 2019	\$7,500 to \$15,000	No	WFSCB has issued an RFA to solicit applications for speakers. The first event is the WE Summit scheduled for March 23, 2019. This event is a networking opportunity to provide training and support specifically for women who are starting, sustaining, or expanding a business in the Coastal Bend. The event is sponsored by WFSCB, Texas A&M University – Corpus Christi, and United Corpus Christi Chamber of Commerce. The RFA will be open for other opportunities so that applicants may submit for other events.
Request for Qualifications (RFQ) for Architecture Services	January/February 2019	February 2019			Due to the planned integration of the local Vocational Rehabilitation staff within our workforce centers, WFSCB will be issuing a Request for Qualifications (RFQ) for Architecture Services. The purpose of the RFQ is to seek a qualified firm to provide architecture services for assessing interior design and space boundaries of the various workforce centers located in our 11-county region on a case by case basis.

SUBCONTRACTOR LOG 2018-2019

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
SERCO of Texas, Inc.	Master	Management and Operation of Workforce Centers (and Youth Development Services)	\$7,127,207.18	Amendment #1 – To make changes to the Contract's Statement of Work, Attachment A-2, "Performance Measures BCY 2019", and Budget, Attachment B. The budget provides for a net increase in the total contract amount of \$272,614.73.	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
dlo 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	Amendment #1 – To make changes to the Contract's Signature Page and Attachment B, "Fee/Costs Summary Form". Amendment #2 – To incorporate changes to the contract's Attachment A, "Statement of Work" and to include the revised "National Disaster Relief Worksite Agreement".	Renewal #1 (of 1 contract renewal)	10/01/18 – 9/30/19
dlo 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

SUBCONTRACTOR LOG 2018-2019

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
KAS Consulting Group	Master	Development of a Training Curriculum and Delivery of Training Services	\$21,648.07 (plus travel expenses)	Amendment #1 – To extend the contract's end date from December 31, 2018 to February 28, 2019.	Renewal #1 (of 1 contract renewal)	10/01/18 – 2/28/19

PROFESSIONAL & CONSULTING SERVICES

Wood, Boykin, & Wolter, P.C.	Master	Legal Services	Per Contract Legal Fees - \$15,000		Renewal #3 (of 4 contract renewals)	10/01/18 – 9/30/19
JDB Public Relations	Master	Consulting Services	Not to Exceed \$1,800 (plus travel expenses)		Year 1	12/19/18 – 3/30/19
dlo Three Dimensional Development L.L.C.	Master	Consulting Services	Not to Exceed \$7,500.00		Year 1	11/20/18 – 9/30/19

LEASE AGREEMENTS

PAK 56 Plaza LLC, SGT 44 Pirate LLC	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 2 of 5 Year Lease, Exp: 12/31/22	1/01/19 – 12/31/19
Sunrise CC LLC	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 2 of 5 Year Lease Exp: 12/31/22	1/01/19 – 12/31/19

SUBCONTRACTOR LOG 2018-2019

Texas Workforce Commission	Master	Building Use Lease Agreement for Staples Center – Corpus Christi	Approx. sq. ft. 22,616			10/01/18 – 9/30/19
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) approx. 2,730 sq. ft./\$1.06 plus insurance fee		Year 1 of 3 Year Lease Exp: 1/31/21	2/01/18 – 1/31/19
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

SUBCONTRACTOR LOG 2018-2019

Brooks County Independent School District	MOU	Lease Agreement	No monthly lease payments. Pay only for telephone and internet service and for signage and fair share of utilities.		Year 1 of 2 Year Lease Exp: 8/31/20	9/01/18 – 8/31/19
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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
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

SUBCONTRACTOR LOG 2018-2019

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 \$5,000.00	Amendment #1 – To amend the contract’s Attachment A, Budget page. The purpose of the change is to include a contract amount as a funding obligation “Not to Exceed \$5,000.00.	Year 1 (2 contract renewals)	10/01/18 – 9/30/19
County of Kleberg Human Services	Agmt.	Transportation Assistance Services to Kleberg and Kenedy counties.			Year 1 (2 contract renewals)	10/22/18 – 9/30/19
Valero Payment Services Company	Master	Purchase of Gas Cards for Program Participants	Not to Exceed \$276,287.00	Amendment #1 – To amend the Contract’s Signature Page and Attachment B, Budget. The purpose of the changes are to primarily delete current language included under the “Funding Obligation” which read “Based on Card Purchase” and replace it with: Not to Exceed \$276, 287.	Renewal #4 (of 4 contract renewals)	10/01/18 – 9/30/19
Grunwald Printing Co.	Master	Print Shop and Copy Services	Not to Exceed \$4,000.00	Amendment #1 – To amend the Contract’s Signature Page. The	Year #1	10/01/18 – 9/30/19

SUBCONTRACTOR LOG 2018-2019

				purpose of the changes are to primarily delete current language included under the "Funding Obligation" which read "Per Pricing on Purchased Orders" and replace it with: Not to Exceed \$4,000.00.	(1 contract renewal)	
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	\$16,000.00		Renewal #2 (2 contract renewals)	5/01/18 – 4/30/19
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
Enlightenment Consulting, LLC	Master	Child Care Professional Development Training	\$1,200.00		Renewal #1 (of 1 contract renewal)	11/13/18 – 9/30/19
United Way of the Coastal Bend	MOU	Volunteer Income Tax Assistance (VITA)	\$3,888.00		Year 1	8/01/18 – 7/31/20
John M. Hart	LOA	Volunteer Income Tax Assistance (VITA)	Per Hourly Rate		Year 1	1/10/19 – 7/31/19

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>Amendment #2</u> – To increase the grant amount by \$7,813 and make administrative changes to the contract.	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.	\$1,534,960	7/01/17 – 6/30/19
Workforce Innovation and Opportunity Act - Adult	2217WOA000	<u>Amendment #2</u> – To increase grant amount by \$7,397, for a total	To provide job seekers and workers with the high-quality career services, education and training, and supportive	\$1,475,278	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	<p><u>Amendment #1</u> – To make changes to the SOW project requirements.</p> <p><u>Amendment #2</u> – To increase the grant award by \$1,000,000. The purpose of the funding is to expand service capacity to the local area.</p> <p><u>Amendment #3</u> – To make changes to the project and administrative requirements and to increase the grant amount by \$2,000,000.00.</p> <p><u>Amendment #4</u> – To make changes to the SOW project requirements.</p> <p><u>(1)Amendment #5</u> – To make changes to the SOW project and administrative requirements and to increase the grant</p>	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.	\$5,633,000	8/28/17 – 9/30/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		amount by \$1,000,000 for a total of \$5,633,000.00			
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
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>(2) <u>Amendment #3</u> – To amend the current end date of the grant</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 – 1/31/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		period from 10/31/18 to 1/31/19.			
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> <p><u>Amendment #2</u> – To make changes to SOW financial and administrative requirements and to add Child Care Formula funding of \$1,004,197.</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
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	2218WPA000	③Amendment #1 – To make changes to the Administrative	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded	\$147,275	10/01/17 – 12/31/18

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		Requirements and to add \$11,955 from the Board's unspent TWC State held Salary and Longevity distribution to the ES Operating Funds.	Employment Services (ES) into the Workforce Solutions Offices.		
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 TWC's Vocational Rehabilitation Services for individuals with disabilities.	\$150,000	3/01/18 – 8/31/19
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	\$105,162	4/04/18 – 2/28/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			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.		
Workforce Innovation and Opportunity Act - Adult	2218WOA000	(4)Amendment #1 – To make revisions to the SOW Project, Financial, and Uniform Administrative requirements. Additionally, the grant award was increase by \$2,239.00 to a new amended grant award amount of \$2,122,280.	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.	\$2,122,280	07/01/18 – 6/30/20
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	(5)Amendment #1 – To make revisions to the SOW project requirements and financial requirements.	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-	\$2,216,638	7/01/18 – 6/30/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			demand industries and occupations, and culminating with good job along a career pathway or enrollment in post-secondary education.		
Workforce Innovation and Opportunity Act – Rapid Response	2218WOR000	(6)Amendment #1 – To make changes to the SOW project and financial requirements.	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
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
Child Care Services Formula Allocation	2219CCF000	(7)Amendment #1 – To make admin. changes to the contract's "Standard Terms & Conditions".	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.	\$13,197,833	10/01/18 – 12/31/19
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
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
Wagner-Peyser Employment Services	2219WPA000		To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded	\$135,223	10/01/18 – 12/31/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			Employment Services (ES) into the Workforce Solutions Offices.		
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. <u>Child Care Alloc.</u> - \$304,907 <u>Non-Allocated CC funds (Mentors/Assessors)</u> - \$263,885 Add't CC Quality Improvement Activities - \$148,362	\$717,154	10/01/18 – 10/31/19
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
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 platforms, consumables, and telecommunications networks.	\$6,470	10/01/18 – 9/30/19
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
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	\$217,781	10/01/18 – 9/30/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			RESEA program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.		
(8) Temporary Assistance for Needy Families/Choices	2219TAF000		To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.	\$2,878,896	10/01/18 – 10/31/19
(9) Apprenticeship Texas Expansion Grant	2219ATG000		The Apprenticeship Texas Expansion Grant will provide support to the Board to engage local industry and workforce partners in developing new Registered Apprenticeship training programs and expand existing RA training programs - including new occupations and underrepresented populations.	\$199,100	12/20/18 – 12/19/19

- (1) Signed 1/17/19
- (2) Signed 11/05/18
- (3) Signed 11/19/18
- (4) Signed 1/02/19
- (5) Signed 12/27/18
- (6) Signed 1/03.19
- (7) Unilateral Amendment
- (8) Signed 9/24/18
- (9) Signed 1/16/19

INFORMATION ONLY

X-6. Performance Measure Update

BACKGROUND INFORMATION

Performance Update (December 2018 Final Release)

Summary

December 2018 Final Release Monthly Performance Report (MPR) has Workforce Solutions of the Coastal Bend exceeding eight (8) measures, meeting eight (8) and not-meeting (1).

Board Contract Year 2019, nineteen (16) of the nineteen (17) measures are meeting or exceeding on a Year-to-Date Performance Period. The measure criteria for BCY19 incentives have not been published. **Quartile 3**

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 - Meeting performance at >= 105% of target	+P - Meeting performance at >= 110% of target
MP - Meeting performance at >=97.5% of target or better	MP - Meeting performance at >=90% 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.	MP - Meeting performance but at risk by TWC on the TWC Board Summary Report-Contracted Measures” <95% of target
-P - Not meeting performance at <95% of target	-P - Not meeting performance at <90% of target
N/A – The Median Earning measures for AD/DW continue to be reviewed by TWC Performance Department and targets will be forthcoming.	

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)

+P Average Number Children Served Per Day - Combined

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

WIOA Outcome Measures

MP 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

MP 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.

MP 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

MP 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

N/A 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

+P 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

MP Employed Q2 Post Exit – DW

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

MP Employed Q4 Post Exit – DW

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

N/A 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

MP 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

+P 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 2/1/2019
DECEMBER 2018 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		8	8	1	94.12%											
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	Claimant Reemployment within 10 Weeks	+P	121.84%	54.63%	54.63%	66.56%	63.81%	57.28%	1,485	2,231	66.56%				7/18	9/18
TWC	# of Employers Receiving Workforce Assistance	+P	110.72%	1,856	3,136	2,055	3,603	3,305	----	----	2,055				10/18	12/18

Program Participation Measures

TWC	Choices Full Work Rate - All Family Total	+P	124.16%	50.00%	50.00%	62.08%	54.02%	52.28%	91	147	62.08%				10/18	12/18
TWC	Avg # Children Served Per Day - Combined (Discrete Month)	+P	99.20%	2,759	2,759	2,737	n/a	n/a	57,473	21	n/a	n/a	n/a	n/a	12/18	12/18
TWC	Avg # Children Served Per Day - Combined	n/a	n/a	n/a	n/a	2,653	2,302	2,076	175,094	66	2,653				10/18	12/18

1. 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	MP	98.42%	69.00%	69.00%	67.91%	68.48%	68.10%	5,073	7,470	68.02%	67.78%			7/17	12/17
LBB-K	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	MP	100.58%	84.00%	84.00%	84.49%	84.35%	82.49%	5,563	6,584	84.17%	84.83%			1/17	6/17
TWC	Median Earnings Q2 Post Exit – C&T Participants	MP	101.52%	\$5,410.39	\$5,338.00	\$5,492.74	\$5,514.25	\$5,274.38	n/a	4,764	\$5,446.58	\$5,537.43			7/17	12/17
LBB-K	Credential Rate – C&T Participants	+P	123.87%	60.00%	60.00%	74.32%	54.88%	51.25%	55	74	71.43%	76.92%			1/17	6/17
DOL-C	Employed Q2 Post Exit – Adult	MP	95.18%	78.80%	78.80%	75.00%	80.52%	79.76%	177	236	77.71%	68.57%			7/17	12/17
DOL-C	Employed Q4 Post Exit – Adult	MP	93.40%	80.10%	80.10%	74.81%	83.19%	80.82%	101	135	71.43%	76.74%			1/17	6/17
DOL-C	Median Earnings Q2 Post Exit – Adult	---	----	----	----	\$10,214.00	\$7,880.54	\$7,279.98	n/a	173	\$12,541.50	\$5,019.47			7/17	12/17
DOL-C	Credential Rate – Adult	+P	116.63%	65.80%	65.80%	76.74%	44.27%	55.77%	33	43	80.00%	75.00%			1/17	6/17
DOL-C	Employed Q2 Post Exit – DW	MP	101.97%	75.10%	75.10%	76.58%	82.16%	76.82%	85	111	79.25%	74.14%			7/17	12/17
DOL-C	Employed Q4 Post Exit – DW	MP	98.12%	80.30%	80.30%	78.79%	83.24%	67.95%	78	99	81.82%	75.00%			1/17	6/17
DOL-C	Median Earnings Q2 Post Exit – DW	---	----	----	----	\$8,128.20	\$8,383.75	\$6,634.93	n/a	83	\$8,170.97	\$7,726.88			7/17	12/17

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 2/1/2019
DECEMBER 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 2	Credential Rate – DW	-P	89.54%	77.70%	77.70%	69.57%	74.00%	70.83%	$\frac{16}{23}$	76.47%	50.00%			1/17	6/17
DOL-C 2	Employed/Enrolled Q2 Post Exit – Youth	MP	98.07%	68.30%	68.30%	66.98%	68.18%	69.00%	$\frac{71}{106}$	63.16%	76.67%			7/17	12/17
DOL-C 2	Employed/Enrolled Q4 Post Exit – Youth	+P	112.45%	67.30%	67.30%	75.68%	66.12%	73.05%	$\frac{56}{74}$	70.00%	77.78%			1/17	6/17
DOL-C 2	Credential Rate – Youth	+P	161.04%	41.40%	41.40%	66.67%	55.13%	65.88%	$\frac{6}{9}$	33.33%	83.33%			1/17	6/17

2. <90% of Target is -P and >= 110% of Target is +P.

3. Targets will be negotiated late in BCY18 when casemix data is available.

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.

AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

Percent of Target (Year-to-Date Performance Periods)

FINAL RELEASE
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Green = +P White = MP Yellow = MP but At Risk Red = -P

Board	Reemployment and Employer Engagement		Participation		WIOA Outcome Measures															Total Measures			
			Choices Full Work Rate-All Family Total	Avg # Children Svd Per Day-Comb (Discr. Mo)	C&T Participants				Adult				DW				Youth			+P	MP	-P	% MP & +P
	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q2-Q4 Post-Exit			Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q4 Post-Exit	Credentia Rate						
Alamo	115.71%	100.83%	125.30%	96.94%	102.19%	102.25%	103.64%	107.62%	102.66%	100.34%	n/a	71.88%	101.44%	99.20%	n/a	94.51%	99.50%	88.99%	138.81%	4	11	2	88%
Borderplex	112.91%	106.38%	120.60%	99.81%	96.86%	100.08%	102.54%	99.17%	101.18%	115.82%	n/a	79.82%	101.20%	94.45%	n/a	101.67%	101.35%	93.93%	58.37%	4	11	2	88%
Brazos Valley	120.18%	102.29%	62.54%	106.70%	99.61%	97.33%	99.87%	100.78%	111.68%	105.75%	n/a	109.66%	68.81%	113.82%	n/a	107.24%	125.83%	89.13%	44.45%	4	8	5	71%
Cameron	119.66%	102.58%	115.26%	105.41%	106.64%	99.45%	105.49%	142.03%	90.64%	91.53%	n/a	104.02%	110.18%	103.44%	n/a	107.00%	109.82%	95.11%	101.52%	7	10	0	100%
Capital Area	112.44%	99.78%	90.32%	88.94%	101.00%	104.00%	107.04%	97.37%	98.21%	99.52%	n/a	88.94%	94.87%	108.86%	n/a	84.36%	110.17%	111.09%	97.04%	4	9	4	76%
Central Texas	109.38%	93.80%	124.90%	98.59%	92.35%	99.76%	103.17%	83.33%	70.71%	100.39%	n/a	120.48%	91.61%	97.89%	n/a	24.15%	105.22%	95.75%	111.30%	5	7	5	71%
Coastal Bend	121.84%	110.72%	124.16%	99.20%	98.42%	100.58%	101.52%	123.87%	95.18%	93.40%	n/a	116.63%	101.97%	98.12%	n/a	89.54%	98.07%	112.45%	161.04%	8	8	1	94%
Concho Valley	118.68%	104.41%	106.82%	97.21%	105.74%	100.46%	102.53%	137.93%	103.85%	116.51%	n/a	89.54%	117.02%	86.65%	n/a	112.99%	102.46%	118.38%	127.93%	10	5	2	88%
Dallas	110.12%	107.94%	92.90%	83.00%	99.84%	100.04%	101.47%	114.80%	94.71%	98.37%	n/a	83.90%	102.09%	102.64%	n/a	79.71%	107.72%	93.26%	103.21%	3	10	4	76%
Deep East	115.09%	108.23%	86.42%	91.16%	104.22%	100.24%	102.82%	124.30%	87.42%	90.65%	n/a	107.59%	96.76%	95.98%	n/a	104.02%	101.67%	106.75%	135.54%	4	10	3	82%
East Texas	111.09%	118.28%	105.86%	113.64%	101.06%	100.94%	105.14%	88.00%	97.30%	94.71%	n/a	89.54%	105.31%	104.35%	n/a	83.80%	87.40%	107.73%	116.33%	6	7	4	76%
Golden Cresc	112.44%	97.63%	164.46%	98.27%	107.55%	101.10%	105.78%	121.95%	120.16%	108.30%	n/a	106.31%	93.81%	93.60%	n/a	108.54%	108.08%	133.73%	121.95%	8	9	0	100%
Gulf Coast	115.03%	97.10%	94.78%	100.44%	96.10%	98.64%	103.38%	101.47%	98.87%	99.39%	n/a	93.18%	99.62%	97.24%	n/a	98.09%	113.55%	111.56%	143.31%	4	12	1	94%
Heart of Texas	120.36%	115.16%	91.59%	102.84%	102.39%	99.13%	102.32%	132.18%	97.31%	94.22%	n/a	114.42%	116.01%	134.41%	n/a	37.03%	109.57%	93.37%	107.87%	6	8	3	82%
Lower Rio	127.28%	104.14%	113.82%	105.91%	109.71%	99.10%	103.76%	136.37%	99.56%	102.07%	n/a	101.25%	104.02%	101.01%	n/a	111.11%	100.51%	103.21%	128.41%	7	10	0	100%
Middle Rio	114.91%	106.92%	110.56%	103.04%	99.87%	92.32%	101.48%	146.47%	101.01%	83.23%	n/a	100.69%	118.06%	111.11%	n/a	111.11%	110.46%	93.96%	95.65%	8	7	2	88%
North Central	105.48%	111.75%	115.64%	86.61%	95.94%	101.55%	102.96%	115.22%	104.61%	100.68%	n/a	95.81%	100.32%	91.63%	n/a	90.45%	95.94%	104.46%	130.02%	5	11	1	94%
North East	105.48%	97.33%	99.10%	99.55%	100.71%	101.33%	101.51%	62.50%	96.71%	104.36%	n/a	110.86%	114.42%	112.93%	n/a	111.11%	94.36%	116.72%	112.80%	8	8	1	94%
North Texas	113.39%	101.61%	112.18%	94.75%	103.23%	101.07%	101.69%	140.52%	111.11%	99.96%	n/a	106.71%	114.59%	90.91%	n/a	114.03%	85.55%	104.03%	103.11%	6	9	2	88%
Panhandle	120.40%	100.44%	142.32%	95.64%	103.52%	102.05%	101.95%	110.45%	106.71%	113.35%	n/a	82.85%	101.34%	102.92%	n/a	94.32%	94.98%	119.17%	76.14%	5	10	2	88%
Permian Basin	124.44%	99.92%	106.26%	91.57%	107.62%	102.49%	102.15%	130.30%	96.52%	71.18%	n/a	99.63%	117.18%	95.23%	n/a	87.54%	119.76%	122.55%	161.04%	8	6	3	82%
Rural Capital	105.86%	102.57%	101.48%	100.33%	103.07%	105.80%	108.16%	121.43%	105.64%	110.38%	n/a	92.96%	105.71%	111.22%	n/a	111.11%	97.49%	107.23%	137.17%	9	8	0	100%
South Plains	118.29%	99.71%	120.46%	95.26%	101.10%	97.10%	101.10%	117.88%	88.97%	110.86%	n/a	85.08%	77.84%	93.19%	n/a	92.59%	100.85%	117.50%	124.67%	6	8	3	82%
South Texas	111.37%	107.35%	111.94%	107.26%	100.62%	98.20%	105.86%	144.73%	96.30%	103.41%	n/a	105.62%	102.97%	111.73%	n/a	124.04%	99.08%	118.87%	104.02%	9	8	0	100%
Southeast	126.73%	99.02%	107.16%	90.84%	102.61%	99.51%	102.35%	98.68%	98.78%	110.54%	n/a	132.87%	92.52%	112.88%	n/a	98.43%	91.66%	101.67%	89.05%	5	10	2	88%
Tarrant	110.09%	108.98%	97.12%	88.82%	98.83%	101.08%	103.51%	114.48%	105.74%	101.31%	n/a	96.03%	98.10%	96.98%	n/a	91.08%	89.80%	96.84%	83.17%	3	11	3	82%
Texoma	120.73%	99.63%	106.36%	113.35%	105.61%	100.83%	103.49%	127.45%	105.69%	104.41%	n/a	101.58%	114.42%	111.11%	n/a	40.00%	95.81%	114.89%	104.44%	7	8	2	88%
West Central	122.13%	98.48%	81.88%	97.76%	97.41%	98.02%	104.98%	96.48%	106.92%	94.44%	n/a	88.86%	101.37%	96.38%	n/a	111.11%	107.36%	104.89%	n/a	2	12	2	88%
+P	28	10	18	9	6	1	6	19	3	6	0	5	8	8	0	8	5	11	14	165			
MP	0	17	3	8	21	26	22	6	22	20	0	14	18	19	0	12	20	15	8	251			
-P	0	1	7	11	1	1	0	3	3	2	0	9	2	1	0	8	3	2	5	59			
% MP & +P	100%	96%	75%	61%	96%	96%	100%	89%	89%	93%	N/A	68%	93%	96%	N/A	71%	89%	93%	81%	88%			
From	7/18	10/18	10/18	12/18	7/17	1/17	7/17	1/17	7/17	1/17		1/17	7/17	1/17		1/17	7/17	1/17	1/17	From			
To	9/18	12/18	12/18	12/18	12/17	6/17	12/17	6/17	12/17	6/17		6/17	12/17	6/17		6/17	12/17	6/17	6/17	To			



WORKFORCE SOLUTIONS

of the Coastal Bend

Board of Directors Meeting
Staples Career Center, 520 N. Staples Street, Conference Room #1
Corpus Christi, TX
February 21, 2019 - 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 December 13, 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*
- X. Discussion and Possible Action to Approve FY 2019 Budget Amendment #2: *Shileen Lee.....*
(Reviewed and Approved for recommendation by Executive and Finance Committee on February 14, 2019)
- XI. Consent Agenda Action Items: *(a note on Consent Agenda items is included at the end of this agenda):*
 1. Policy 4.0.115.04 – Program Non-Compliance
 2. Policy 1.0.110.03 – Equal Employment Opportunity
 3. Policy 1.0.112.02 – Discrimination Complaint Procedure
 4. Policy 1.0.114.02 – Storage and Use of Disability-Related and Medical Information
 5. Policy 4.0.118.03 – Accessibility
 6. Policy 4.0.120.02 – Limited English Proficiency
 7. Policy 4.0.121.03 – Reasonable Accommodation

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8. Policy 5.0.102.03 – Equal Opportunity
9. Policy 6.0.102.02 – Accessibility for Person with Disabilities
(Recommended for approval at the February 7, 2019 Workforce Services Committee meeting)

XII. Service Provider Reports:

1. *SERCO of Texas, Inc.*
2. *BakerRipley*

XIII. Information Only:

1. Financial Dashboard: *Shileen Lee*
2. Monitoring Reports: *Larry Peterson*
3. Update on Future Procurements and Contract Renewals: *Robert Ramirez*
4. Performance Measure Update: *Andrea Byrd*

XIV. Discussion and Possible Action Regarding Contract with SERCO of Texas, Inc. for Career Center Services Delivery System and Youth Development Services, including, but not limited to performance issues, remedies and all matters related thereto (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.071: Consultation with Workforce Attorney and Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Rule 1.05)

XV. Discussion and Possible Action on Procurement for Career Center Services Delivery System and Youth Development Services. (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.071: Consultation with Workforce Attorney and Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Rule 1.05)

XVI. Discussion and Possible Action on Annual Performance Evaluation of the President/CEO (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.074: Personnel Matters)

XVII. 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

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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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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.