



WORKFORCE SOLUTIONS
of the Coastal Bend

Chief Elected Officials (CEO) Council Meeting

September 18, 2020
12:00 noon

Join Zoom Meeting

<https://us02web.zoom.us/j/83693583716?pwd=Mjk1eG5MV2g1VTNqZDk5VFR1a2pqQT09>

888 475 4499 US Toll-free
Meeting ID: 836 9358 3716
Passcode: 912515

Aransas • Bee • Brooks • City of Corpus Christi • Duval • Jim Wells •
Kenedy • Kleberg • Live Oak • Nueces • Refugio • San Patricio

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.

Chief Elected Officials (CEO) Council Meeting

Join Zoom Meeting

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Meeting ID: 836 9358 3716

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September 18, 2020 – 12:00 noon

AGENDA

	<i>Page</i>
I. Call to Order: <i>Judge Jim Huff, Lead CEO</i>	
II. Roll Call.....	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. CEO Council Comments	
VI. Discussion and Possible Action on May 29, 2020 CEO Council Meeting Minutes.....	4-12
VII. Chairman’s Report: <i>Gloria Perez</i>	
1.Update on Board Member Appointments and Vacancies.....	13
2.Board of Director and Committee Attendance Records.....	14-15
VIII. Organizational/Operational Update from President/CEO or COO: <i>Ken Trevino or Amy Villarreal</i>	
IX. Concurrence with Contracts over \$50,000:	
1.Lease Agreement for Office Space for One Stop Career Center Relocation: <i>Ken Trevino</i>	16-17
<i>(Reviewed and Approved for recommendation by Board of Directors on September 17, 2020)</i>	
2. Purchase of Outdoor Learning Environments <i>Amy Villarreal</i>	18-20
3. Purchase of Office Furniture for Bayview Tower Office Location <i>Shileen Lee</i>	21-22
X. Information Only:	
1. Independent Audit for the Year Ended September 30, 2019: <i>Shileen Lee/ABIP</i>	23-58
2. Monitoring Report: <i>Amy Villarreal</i>	59-62
3. Financial Update: <i>Shileen Lee</i>	63-67
4.Facilities Update: <i>Amy Villarreal</i>	68
5.Update on Future Procurements and Contract Renewals: <i>Robert Ramirez</i>	69-94

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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)

6. Local Labor Market Information: *Amy Villarreal*.....95-99
7. Performance Measure Update: *Amy Villarreal*.....100-107

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.

Closed Session Notice. PUBLIC NOTICE is given that the CEO Council 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 Council 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.

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**Chief Elected Officials Council Meeting
Roll Call Roster
September 18, 2020**

Chief Elected Officials “CEO” Council

- _____ Judge Jim Huff, Lead CEO; Live Oak County
- _____ Judge Eric Ramos; Brooks County
- _____ Judge Robert Blaschke; Refugio County
- _____ Judge Gilbert N. Saenz; Duval County
- _____ Judge Rudy Madrid; Kleberg County
- _____ Mayor Joe McComb; City of Corpus Christi
- _____ Judge C.H. “Burt” Mills, Jr.; Aransas County
- _____ Judge George Morrill; Bee County
- _____ Judge Barbara Canales; Nueces County
- _____ Judge David Krebs; San Patricio County
- _____ Judge Juan Rodriguez, Jr.; Jim Wells County
- _____ Judge Louis E. Turcotte, III; Kenedy County

Signed

Printed Name

MINUTES
**Workforce Solutions of the Coastal Bend
Chief Elected Officials (CEO) Council Meeting**

Join Zoom Meeting
<https://us02web.zoom.us/j/82117139299>

833 548 0276 US Toll-free

Meeting ID: 821 1713 9299

May 29, 2020 - 12:00 Noon

CEO Council Members

Present

Judge Jim Huff, Lead CEO; Live Oak County
Judge Eric Ramos; Brooks County
Judge Robert Blaschke; Refugio County
Mayor Joe McComb; City of Corpus Christi
Judge C. H. "Burt" Mills, Jr.; Aransas County
Judge George Morrill; Bee County
Judge Barbara Canales; Nueces County
Judge David Krebs; San Patricio County

Absent

Judge Gilbert N. Saenz; Duval County
Judge Rudy Madrid; Kleberg County
Judge Juan Rodriguez, Jr.; Jim Wells County
Judge Louis E. Turcotte, III; Kenedy County

Proxies Present

None

WS Executive/Finance Committee

Gloria Perez; Chair
Victor M. Gonzalez, Jr.; Past Chair

Other Board Members Present

Sandra Julia Bowen

Others Present

Ken Trevino, WS President/CEO
Amy Villarreal, WS Chief Operating Officer
Shileen Lee, WS Chief Financial Officer
Larry Peterson, WS Internal Auditor EO/504 Coord.
Heather Cleverley, Exec. Coord. to President/CEO
Janet Neely, Administrative Assistant

Lucinda Garcia, Legal Counsel
Janet Pitman, ABIP, P.C.
Chakib Chehadi, C2GPS, LLC
Shelly Key, C2GPS, LLC
Rita Soto, C2GPS, LLC

- I. **Call to Order**
Judge Huff called the meeting to order at 12:02 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**
There were no public comments.
- V. **CEO Council Comments**
There were no CEO Council comments.
- VI. **Discussion and Possible Action on Minutes of the February 21, 2020 CEO Council Meeting**
Judge Mills moved to approve the minutes of the February 21, 2020 CEO Council meeting. The motion was seconded by Judge Morrill and passed.

VII. **Chairman's Report**

1. Update on Board Member Appointments and Vacancies

Ms. Perez provided an update on Board member appointments and vacancies (included on page 7 of the May 29 agenda packet). Mr. Trevino added additional information on the Board Member vacancy for Kenedy County.

Judge Huff questioned if there is no action on Judge Turcotte's part to fill the position can the board fill it on their own.

Mr. Trevino turned to Legal Counsel to inquire the flexibilities. Ms. Garcia stated it was addressed when we made the amendments to the partnership agreement. Ms. Garcia asked for the opportunity to look at it and she could report back to Mr. Trevino. Ms. Garcia included when brought back to the CEO we can also present some options so that the CEO Council can act on it.

Mr. Trevino stated it will be done in an email to everyone so that we do not have to wait until next quarter to address this.

2. Board of Director and Committee Attendance Records

Ms. Perez provided an update on Board of Director and Committee meeting attendance records (included on pages 8-9 of the May 29 agenda packet).

10 Years of Service to Workforce Solutions of the Coastal Bend

Ms. Perez congratulated Mr. Trevino for his 10 years of service to Workforce Solutions of the Coastal Bend. Ms. Perez stated she is honored to work with such an amazing leader. Ms. Perez mentioned how proud she is of the work he has accomplished and the team he has developed.

Judge Huff recognized congratulated Mr. Trevino for a good 10 years.

Mr. Trevino thanked Ms. Perez and Judge Huff.

Meetings with President/CEO

Ms. Perez communicated with Mr. Trevino several times a week to obtain updates during the COVID-19 pandemic. Ms. Perez stated Mr. Trevino has done an excellent job with keeping her updated and informed. Ms. Perez congratulated Mr. Trevino for being a proactive leader and staying on top of things making sure that the CEO's and the staff have what they need during this pandemic.

Coastal Bend Virtual Town Hall – Thursday, April 23, 2020

Ms. Perez participated in the Coastal Bend Virtual Town Hall meeting with State Senator Juan "Chuy" Hinojosa, State Representative District 32 Todd Hunter and Texas Workforce Commissioner Representing Employers Aaron Demerson. Commissioner Demerson moderated the event and brought Subject matter experts to discuss how the COVID-19 has affected our region. Ms. Perez thanked all the Board members that participated. She also thanked Mr. Trevino and Workforce Solutions Board Staff for organizing a great event in such a short time frame.

Ms. Perez thanked Workforce Solutions of the Coastal Bend staff for doing such an amazing job under such unprecedented circumstances, especially working virtually.

Judge Huff acknowledged Mr. Trevino for a wonderful 10 years. Judge Huff mentioned that this does not surprise him on how everyone has excelled and is appreciative of Ms. Perez's time. Judge Huff included in his opinion this is the way a situation like this should be handled as a textbook exercise. Judge Huff congratulated Mr. Trevino and thanked Ms. Perez.

VIII. President/CEO's Report

Mr. Trevino thanked Judge Huff, Judges, Mayor, special guests and staff members on the call.

Mr. Trevino provided information on the continuity of services. He mentioned you have been receiving emails from him regarding Specialized Labor Market and hopes the emails have been useful for your county. Mr. Trevino hopes that you are forwarding that on to interested parties, your Chambers of Commerce and Economic Development teams. He stated that we are able to pull and mind the information for you anytime. He received questions what was going on in Kleberg County and in Jim Wells County and was trying to be proactive. Very specific to that we copied your board members on that information as well to distribute. Anything we send out is for public information and you can move that along to your team members, interested parties any of your constituents.

Mr. Trevino stated virtual services began March 16, really it was that Friday before that we decided to pull the trigger on that. He mentioned we were seeing things advance and certainly we have thousands and thousands of people coming into our eight centers across the region. He spoke with Judge Huff and the Executive Committee beforehand. Mr. Trevino expressed how concerned they were about the type business we are running which is very much face to face. Sometimes our staff is having to be over the shoulder of a customer helping them with their login sign on. All this has caused us to really tailor the way we are doing business. We immediately had to pivot to assisting people for unemployment insurance questions and claims. That is not our business that is outsourced by Texas Workforce Commission. There is no claim center in Corpus Christi the closest one is in McAllen. But obviously Texas Workforce Commission is a funding partner of ours and we stepped up to the plate. Our team fielded thousands upon thousands of calls and emails from people who were having issues filing their claim or getting through to someone. Mr. Trevino mentioned it was heard it on the news both locally and nationally how clogged and unprepared the system was. So, our team formed a team internally and addressed that in a very proactive way. Now that has landed and we are going back to the other type of business that we need to conduct for both employers and job seekers. Mr. Trevino stated Ms. Perez mentioned this but he could not be more proud of the team that has stepped up into this space to operate in such a professional manner in a manner we have never operated before in terms of having to book people in to appointments and having to make special calls. Mr. Trevino stated that we and everyone has been having to write the playbook as we go. Mr. Trevino mentioned obviously you all are running county governments and city governments; you all are having to write the playbook as you go as well. There was nothing there for us. Consistent and constant communication we had to develop a functional communication plan. He included communication with the CEO Council, the Board of Directors, the Chair and with the Texas Workforce Commission. Mr. Trevino mentioned it seemed like we have been on an eight week Zoom. Our staff is working in pods so we are in all these calls all day long working together to make sure that we are communicating. Then communicating that forward to our customers and making sure that our customers are getting the best service they can get. Mr. Trevino acknowledged that it is working right now and that is what makes him so proud. He included that what it has also caused us to do is to think about how we are going to have to do this virtually and perpetuity. Some of the functions we have been doing face to face will now be part of our ongoing business plan in delivery of services to customers that do not necessarily have to come into our offices. Mr. Trevino stated hearing the communication at the national level and what the best practices are in states that were having bigger problems before us so helped us prepare. He mentioned listening to his colleagues in Washington State, New York State and in Florida was really important in hearing what they were going through. Mr. Trevino stated we were the second Board to implement a virtual services plan in the State of Texas. Then that same week and the week after everyone snowballed in that same mode. He expressed how proud he is of our reaction to this because it will cause efficiencies moving forward for us and he is positive of that. TOMA is

allowing us to do these open meetings like this and he hopes they continue to do that. Mr. Trevino announced if he has the opportunity, if that comes up on an agenda with Texas Workforce Commission or the Governors Office who we are in communication with he will certainly address that. He asked if the CEO Council has communication with the Governors Office who can ultimately make this decision please say these have been effective meetings. Mr. Trevino stated we just held our Workforce Services, Child Care Services, Public Relations, Executive/Finance and Board of Directors meetings and we had quorums for all of them and they were effective meetings. All the meetings had business that was conducted and they were still within an hour and fifteen-minute time frame. Mr. Trevino recognized the team for the preparations of the meetings and he could not say enough about how everyone has stepped into their space, managing what they need to manage. We are doing it remotely. Mr. Trevino included he was operating off his dining room table looking into his living room and that he has not been into the office except for a couple of times. Mr. Trevino mentioned Ms. Villarreal would discuss about the transition back into the office. Mr. Trevino recognized that the Board of Directors meeting was successful.

Mr. Trevino stated as Gloria mentioned everything has been about communicating to the community in general that is why we had the Town Hall. Mr. Trevino thanked madam Chair for setting up the Coastal Bend Virtual Town Hall meeting with Todd Hunter. He mentioned all boards are now doing a Virtual Town Hall across the state as well as across the country. Mr. Trevino stated a couple of boards have included Commissioner Aaron Demerson. Mr. Trevino recognized the event for being very successful with about 100 people in attendance and the feedback which was tremendous in terms of the information provided. Deputy Director of Unemployment Insurance and Chief Legal Counsel for Texas Workforce Commission were answering on the spot questions.

Mr. Trevino feels very blessed with the team we have in place. He cannot imagine working with any other team in any other organization right now. Mr. Trevino stated that this point in place in time that he was meant to be here at Workforce Solutions. Mr. Trevino noted Ms. Perez mentioned 10 years, he cannot believe how quickly it has gone by. Mr. Trevino acknowledged the team we have assembled, there is just so much depth and everyone cares so deeply about how we are going to service our community and all corners of that community. Mr. Trevino announced Ms. Villarreal will speak about how the logistics of that in the Facilities report were. Everyone has stepped up to the plate, our service providers C2 Global Professional Services and BakerRipley know what to do they and are implementing the services. People are still getting the services and if there is a bump in the road, we recognize that and extend patience to one another. Mr. Trevino stated we realize and recognize that we can get past that bump in the road because we are writing the playbook as we go and there is a solution for it. Mr. Trevino recognized the team for being a very solutions minded team across the board and you are going to hear that in Ms. Villarreal's and Ms. Lee's report. In the agenda you are going to see the logistics, the how to's that this has become a reality. Every person on our staff stepping up to the place that they needed to step up to and recognizing they are part of something special. At the same time, we realize the real heavy lifting for us is ahead, it is just starting. We got through this faze of it but employers are going to start hiring back. We are at 15.9 percent unemployment, that may take a year to get that back to normalcy or even longer than a year. Mr. Trevino mentioned we have been through recession; upswing oil and gas; down swing oil and gas; we are back in another down swing; our community has been through a hurricane and we know how to respond to these things and we are doing the best we can. Mr. Trevino stated the CEO Council can be confident it is not about him; it is about the other members on this call right now. Mr. Trevino recognized the team and stated its credit to them and their fastness making sure that we get to where we are going to assisting our community.

Judge Huff recognized Mr. Trevino and his staff for doing an excellent job with serving our community.

Mayor McComb recognized Mr. Trevino for having a great report. Mayor McComb mentioned his report relates to item IX. 2. Lease Agreement for Office Space for Board Staff Relocation. He included based on what Mr. Trevino's discussed his success was in his efficiencies and his abilities to operate in these remote locations and create efficiencies, there is going to be a tremendous amount of office space available in the future because people are going to rearrange the way they do business. Mayor McComb stated he does not know how much time we have left at our current location and he is not suggesting we delay a whole lot. He believes there may be some real potential savings in big office space in the future because there is going to be a lot of office building out there that are going to be empty. When people realize they do not need 100 people to come in everyday, all they need is 25 and they can all operate at virtual locations or remote locations. Mayor McComb included we would be sitting there or hung with a whole floor of space when we do not need but a thousand feet or something.

Mr. Trevino stated they were on a video conference with our attorney, real estate broker, Ms. Lee and Ms. Villarreal discussing that very thing. We combed over the lease agreement so we do have some time here. But for this particular lease you have heard him discuss about our real concern about the Sunrise Mall location it has gone from bad to worse.

Mayor McComb stated he does not know all the circumstances.

Mr. Trevino stated they have really neglected even more than what it was, anything that goes wrong there has now become our expense. So, this really supplants that location. We are in a lease there but we can get out of that lease within thirty days. Mr. Trevino mentioned they have already breached that lease by not doing what they are supposed to be doing and keeping the parking lot up, keeping lights in that parking garage. He included it has become a hazard for our employees. Mr. Trevino noted that we couple that with the state mandate put Vocational Rehab Services integrated that within our centers. So, it has really pushed us and tested us to make that decision. We have been working on it for so long and now this opportunity has presented itself within the last three months for a space that checks all the boxes for us in terms of location, size, allowing us multiple entrance points for having integrated services with Vocational Rehab and Veteran Services. Mr. Trevino stated for that type of location we need drive up traffic, people just pulling up in their cars or getting dropped off and ground floor location. Mr. Trevino recognized that there are going to be some spaces and may be some bargains in the market within the next six months, but this has become a pressing issue for us that we feel like we need to move forward with.

Mayor McComb stated he would hate to be in an office building rental business right now because he believes the future is going to be rough for them.

Mr. Trevino stated that our attorney and our broker has recognized that when we were combing through line item by line item on the lease agreement. He included we are pushing our max on everything to our benefit. Of course, we got this on the first round and it was to the landlord's benefit. However, we flipped that and trying to max this out to our benefit. Mr. Trevino announced that should be ready to go to the potential new landlord on Monday and we will see what they come back with. Obviously three and four months ago they were in the driver seat with multiple bidders on the space we are looking at. Now they do not have that and it puts us in a better operating position to ask for more things, better rates and better lease terms.

Ms. Villarreal stated just so we are clear IX. 2. Lease Agreement for Office Space for Board Staff Relocation is actually for the relocation of board staff.

Mr. Trevino apologized.

Ms. Villarreal stated board staff are moving into Bayview Tower. Ms. Villarreal mentioned we do have another lease that is currently in negotiations for the replacement of the Sunrise Mall. Ms. Villarreal included that is not here for concurrence because we have not gone to the full board with it yet, but that is what we are in discussion with our Legal Counsel about. Ms. Villarreal announced what you are concurring on today is actually the moving of Board staff into the Bayview Tower facility so that we can make room for Vocational Rehabilitation Services to be within our career center at Staples. They will be continuing to work in person with their clients just like our career center staff will. Ms. Villarreal noted we are just moving our administrative staff out of that building to make room for more staff that would be working directly with customers.

Mayor McComb stated he agrees in terms of leasing space but he is concerned about locking ourselves into an agreement with the current state of the nation (pandemic.) Mayor McComb announced he supports this item and may have to leave before the item is presented. Mayor McComb stated for the record he is voting yes on our agenda item.

Ms. Villarreal and Mr. Trevino thanked Mayor McComb.

Judge Huff thanked everyone for their comments and acknowledged it was a good discussion.

IX. Concurrence with Contracts over \$50,000

2. Lease Agreement for Office Space for Board Staff Relocation

Ms. Villarreal provided information on the Lease Agreement for Office Space for Board Staff Relocation (included on pages 11-13 of the May 29 agenda packet). Mr. Trevino added additional information and advised it has been through Operations Committee, Executive/Finance Committee and Board of Directors for approval.

Judge Ramos moved to approve the Lease Agreement for Office Space for Board Staff Relocation. The motion was seconded by Judge Morrill and passed.

1. Contract for the Janitorial Service for the One Stop Career Centers

Mr. Trevino provided information on the Contract for the Janitorial Service for the One Stop Career Centers (included on page 10 of the May 29 agenda packet). Mr. Trevino advised it has been through Executive/Finance Committee and Board of Directors for approval.

Judge Mills moved to approve the Contract for the Janitorial Service for the One Stop Career Center Centers. The motion was seconded by Judge Krebs and passed.

3. Contract for the Laserfiche Paperless System

Ms. Lee provided information on the Contract for the Laserfiche Paperless System (included on pages 14-15 of the May 29 agenda packet).

Judge Blaschke moved to approve the Contract for the Laserfiche Paperless System. The motion was seconded by Judge Krebs and passed.

4. Contract for the Information Technology Assessment and Strategic Plan

Mr. Trevino provided information on the Contract for the Information Technology Assessment and Strategic Plan (included on page 16 of the May 29 agenda packet). Mr. Trevino advised it has been through Executive/Finance Committee and Board of Directors for approval.

Judge Krebs moved to approve the Contract for the Information Technology Assessment and Strategic Plan. The motion was seconded by Judge Mills and passed.

5. Contract for the Registered Apprenticeship Training Project

Ms. Villarreal provided information on the Contract for the Registered Apprenticeship Training Project (included on page 17 of the May 29 agenda packet). Mr. Villarreal advised it has been through Workforce Services Committee, Executive/Finance Committee and Board of Directors for approval.

Judge Ramos moved to approve the Contract for the Registered Apprenticeship Training Project. The motion was seconded by Judge Blaschke and passed.

X. **Information Only:**

1. *MIP Outage*

Ms. Lee provided an update on the MIP Outage (included on page 18 of the May 29 agenda packet).

2. *Audit Update*

Ms. Pitman provided an update on the September 2019 Audit (included on page 19 of the May 29 agenda packet). Ms. Pitman stated the audit is usually done in March and April and they come to us at this Board meeting with the financial results for the year. However, that did not happen this year due to MIP and COVID-19. Fortunately, the Office of Management and Budget have given us some administrative relief this year, so instead of the audit being due by the end of June they have granted a 6-month extension. Ms. Pitman stated Ms. Lee and she have plan to bring the financial results to you by the September Board meeting, they did not want to wait till December since would be too far out. Ms. Pitman stated in order to achieve that we will have to start the audit in June/July time frame. Ms. Pitman has given a list of items that is needed for the audit to Ms. Lee. Ms. Pitman is understandably aware that they have not been able to work on that yet due to the situation. Ms. Pitman included they do have a share file application where they can exchange documents electronically for the time being until they are able to safely come to our offices and work. Ms. Pitman reassured everyone they have been working remotely so they are used to it and their clients are used to it. Ms. Pitman believes that they will not have any obstacles to make the September meeting.

3. *Financial Update*

Ms. Lee presented the Financial Update (included on pages 20-24 of the May 29 agenda packet).

4. *Facilities Update*

Ms. Villarreal provided a facilities update (included on page 25 of the May 29 agenda packet).

5. *Update on Future Procurements and Contract Renewals*

Ms. Lee provided an update on future procurements and contract renewals (included on pages 26-46 of the May 29 agenda packet).

6. *Local Labor Market Information*

Ms. Villarreal presented local labor market information for March 2020 (included on pages 47-50 of the May 29 agenda packet).

7. Performance Measure Update

Ms. Villarreal presented the February 2020 Performance Measure Update (included on pages 51-56 of the May 29 agenda packet).

Mr. Trevino thanked the CEO Council and advised to not hesitate to text or contact him. Mr. Trevino stated if someone in their community is having some issues or trouble trying to connect to something and they think he can help, send them directly to him. If he cannot assist them, he will forward them to the correct spot. Mr. Trevino has received a lot of calls and emails from businesses that are trying to figure out their next step and we are just trouble shooting. Mr. Trevino stated it may not necessarily be our area of expertise but we have so many partners and so many stakeholders that are a part of the Workforce Solutions team and network that we are able to get them to the right spot so please do not hesitate.

Mr. Trevino advised the CEO Council the Labor Market Intelligence is available and if they need some specialized report for their Commissioners or Commissioners Report we can usually pull those together in one or two days. Mr. Trevino included to just let him know what they are looking for and we can run the unemployment numbers; how many people become unemployed in their area; how many businesses were impacted; there is all kinds of data points that we can mind for them. Mr. Trevino stated he wants to be that resource to their community and to their constituents, to all the stakeholders that they are accountable to. We should all be connected in that way; this is one thing we know we can do that the lifting is in front of us but we know we can do this. Mr. Trevino mentioned we have been doing this successfully for a long time, delivering this data to the community and he wants to help the CEO Council with that if possible.

Ms. Garcia addressed the question of the sharing of slots. Ms. Garcia stated she was able to pull up the signed Partnership Agreement. It specifically provides that the CEO's may cooperate with each other in exchanging, sharing or utilizing appointments slots for the board to minimize vacancies. All of these exchanges that are made they have to reduced to writing and maintained by the board and copies given to the CEO's. Ms. Garcia answered to Judge Huff's question yes, with regard to appointments the CEO involved must agree and we will have it reduced to writing and we will share amongst all the CEO members.

Judge Huff asked out of courtesy and out of respect, if the board is okay, requested Mr. Trevino and he visit with Judge Turcotte again. Judge Huff noted we need to go back and make sure that appointment would not be coming from Kenedy County than maybe proceed with the protocol to fill it. Judge Huff expressed his appreciation and thanked Ms. Garcia.

Ms. Garcia welcomed Judge Huff.

Judge Huff congratulated Mr. Trevino on his 10 years of service. Judge Huff thanked Mr. Trevino for the excellent job that his staff continues to do. Judge Huff recognized Mr. Trevino you for being an example of how you roll with the punches and still deliver the services. Judge Huff congratulated Mr. Trevino again on another good meeting.

Judge Canales stated Nueces has formed an Economic Advisory Council and we believe the best way to get people back to work is to strengthen small business. That way we can see this unemployment rate go down. Judge Canales advised they have been contacted by the governor's office and there is going to be an Economic Development Webinar coming out of his office. She will send the information to this group so that everyone could help promote it. Judge Canales states all our counties are in the same boat. She feels like whatever Nueces does, the truth is our entire cog can mimic if they so choose. Judge Canales announced the big news she has to report

is under the C.A.R.E.S. Act. Despite the fact that we were a population of under 500,000 and it does not look like our county has much money rest assured that the \$18,000,000 that came to the city of Corpus Christi. 25 percent of that per the governor's orders needs to be utilized or could be utilized for small business economic development. Judge Canales would like to work with Mayor McComb, but again make sure that you guys know that under your apportionment 20/80 to the 100 percent; 75 percent should be used for public health for personnel and for medical. The other 25 percent is appropriate to be used to help your small business in your community. Judge Canales advised if you do not have that many costs out there just know that is there and that is it the best way we could help Workforce Solutions is to make sure to get our small business on track. Judge Canales would like to start including you on everything since they started this week. Judge Canales stated you can discard it or you can jump on board whatever suits you. She informed everyone she wants them to know that she feels like she has the luxury of having an economic development office, and she knows San Patricio does too. Whenever we can help others that do not have this, she thinks we should. Again, this is piggy backing on what all the big urban counties are doing. Judge Canales noted no one really came out and said you can help small business with this C.A.R.E.S. Act money. Judge Canales got Travis County to send her their prototype. They have allotted \$10,000,000 but they could afford to do so because their allotment was large. Judge Canales mentioned if her math is correct, Nueces County including the City of Corpus Christi can allot 4.75 million to small business and that is just tremendous in addition to the 2,000,000 that the City of Corpus Christi already has committed through their Lift Fund program. Judge Canales stated there is a lot to discuss and that it has a direct impact on the Workforce so she wanted to take this opportunity to throw that out. Judge Canales thanked everyone and hopes everyone stays well.

Judge Huff thanked Judge Canales and takes interest in the information provided.

XI. **Adjournment**

The meeting adjourned at 1:08 pm.

CHAIRMAN’S REPORT – CEO COUNCIL

Chairman’s Report

Update on Board Member Appointments and Vacancies

Current vacancies:

<u>County</u>	<u>Category</u>	<u>Previous Member</u>
Kenedy	Private Sector	---
Bee	Adult Basic & Continuing Education	Dr. Marc Puig

Board of Director and Committee Attendance Records

Attendance records for Board of Director and Committee meetings are provided on pages 8-9 of the agenda packet.

**Workforce Solutions of the Coastal Bend
Board Meeting Attendance Record
January - December 2020**

	Board Member	Representing	20-Feb	21-May	17-Sep	10-Dec	Attendance Rate
1	Afuso, Mary	City of CC	1	1			50%
3	Allsup, Gary	City of CC	1	1			50%
4	Bowen, Sandra	Jim Wells	1	1			50%
5	Cantu, Arnoldo	Duval	0	1			25%
6	Collin, Rosie	San Patricio	1	1			50%
7	De Los Santos, Ray	Refugio	0	0			0%
8	Florence, Tracy	Bee	1	1			50%
9	Flower, Michelle	City of CC	1	1			50%
11	Garza, Sara	City of CC	1	1			50%
10	Gatewood, Jesse	Nueces	0	1			25%
12	Giesler, Randy	Live Oak	0	1			25%
13	Gleason, Mary	City of CC	1	1			50%
14	Gonzalez, Jr., Victor	City of CC	1	1			50%
15	Goodwine, Vince	Nueces	1	1			50%
16	Hunter, Ofelia	Jim Wells	1	1			50%
17	Jones, Parrish	City of CC	0	0			0%
18	Keener, Marcia	San Patricio	1	1			50%
19	Kelley, Kari	Aransas	0	1			25%
20	Lopez, Omar	City of CC	0	1			25%
22	Nelson, Travis	City of CC	1	1			50%
23	Owen, John	City of CC	1	1			50%
24	Perez, Gloria	City of CC	1	1			50%
26	Puig, Marc	Bee	0	1			25%
27	Ramirez, Carlos	Kleberg	1	1			50%
28	Rodriguez Jr., Cleo	City of CC	0	1			25%
29	Salazar, Manny	Kleberg	1	1			50%
30	Sample, Edward	City of CC	0	1			25%
31	Soliz-Garcia, Velma	San Patricio	1	1			50%
32	Temple, Susan	San Patricio	1	1			50%
33	Unda, C. Michelle	City of CC	1	1			50%
34	Wilson, Catrina	City of CC	0	1			25%

**Workforce Solutions of the Coastal Bend
Committee Meeting Attendance Record
January - December 2020**

Child Care Services							
Board Member	Representing	4-Feb	5-May	1-Sep	10-Oct		Attendance Rate
Keener, Marcia (C)	San Patricio	1	1	1			75%
Rodriguez Jr., Cleo (VC)	City of CC	1	0				25%
Afuso, Mary	City of CC	1	0	0			25%
Puig, Marc	Bee	1	0				25%
Sample, Ed	City of CC	0	1	1			50%
Garza, Sara	City of CC	1	1	0			50%
Wilson, Catrina	City of CC	1	1	1			75%
Gleason, Mary	City of CC	1	1	1			75%

Executive/Finance							
Board Member	Representing	16-Jan	13-Feb	14-May	10-Sep	19-Nov	Attendance Rate
Perez, Gloria (C)	City of CC	1	1	1	1		80%
Soliz-Garcia, Velma	San Patricio	0	0	1	1		40%
Collin, Rosie	San Patricio	0	0	0	1		20%
Gatewood, Jesse	Nueces	1	1	1	1		80%
Keener, Marcia	San Patricio	1	1	1	1		80%
Owen, John (VC)	City of CC	1	1	1	1		80%
Gonzalez, Victor Jr.	City of CC	1	1	1	1		80%
Goodwine, Vince	Nueces	0	0	1	1		40%
De Los Santos, Jr. Ray	Refugio	1	1	0	1		60%

Public Relations							
Board Member	Representing	5-Feb	6-May	2-Sep	11-Nov		Attendance Rate
Gatewood, Jesse (C)	Nueces	0	1	1			50%
Ramirez, Carlos (VC)	Kleberg	1	1	1			75%
Lopez, Omar	City of CC	0	1	1			50%
Cantu, Arnoldo	Duval	0	1	0			25%
Jones, Parrish	City of CC	0	0				0%
Hunter, Ofelia	Jim Wells	1	0	1			50%
Unda, C. Michelle	City of CC	1	1	1			75%
Florence, Tracy	Bee	1	1	1			75%
							0%

Workforce Services							
Board Member	Representing	8-Feb	7-May	13-Sep	14-Nov		Attendance Rate
De Los Santos, Jr. Ray (C)	Refugio	1	1	1			75%
Allsup, Gary (VC)	City of CC	1	1	1			75%
Nelson, Travis	City of CC	1	1	0			50%
Bowen, Sandra	Jim Wells	0	1	0			25%
Giesler, Randy	Live Oak	0	0	1			25%
Temple, Susan	San Patricio	0	1	0			25%
Kelley, Kari	Aransas	1	0	0			25%
Salazar, Manny	Kleberg	0	1	1			50%
Flower, Michelle	City of CC	1	1	1			75%
Gonzalez, Jr., Victor M.	City of CC	1	1	1			75%
Perez, Gloria	City of CC	1	1	1			75%

ITEM FOR DISCUSSION AND POSSIBLE ACTION

IX-1. Authorize the President/CEO to Enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff and other business purposes subject to review and approval of final lease terms by the Executive Committee.

BACKGROUND INFORMATION

Staff will discuss lease terms, it's impact on the budget moving forward and answer any questions related to the building and its selection through this process.

RECOMMENDATION

The CEO Council concur with authorizing the President/CEO to enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff and other business purposes subject to review and approval of final lease terms by the Executive Committee.

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WORKFORCE SOLUTIONS of the COASTAL BEND



**Potential Relocation Sites - Sunrise Mall
Corpus Christi, Texas**



	LOCATION/CENTER	LEASE SIZE	LEASE/NNN PRICE/YR.	GLA	ZONING	BUS STOP	PARKING	NOTES
2	1620 S.P.I.D. SOUTH COAST PLAZA	20,669± ft ²	\$15.00 per ft ² NNN - \$4.45 per ft ²	101,161± ft ²	CG-2 General	Yes	590+	This space was recently vacated by Brightwood College. space is located within a retail shopping center.
3	4302 Ayers St. PORTAIRES SC	16,650± ft ²	N/A	116,710± ft ²	CG-2 General	Yes	86±	This is an operating Bealls and is located in an older C.C. Bealls may be filing for bankruptcy in the near future.
4	4737 Saratoga Road FORMER SST BLDG.	66,520± ft ²	\$5,000,000.00 \$9.00 per ft ² /NNN	66,520± ft ²	CG-2 General	Yes	200+	This buiding is currently finished out as a school. Some of interior improvements by be able to be utilized. LL will
5	4250 S. Alameda St. TOWN & COUNTRY SC	16,900± ft ²	\$10.00 per ft ² NNN - \$4.82 per ft ²	97,400± ft ²	CG-2 General	Yes	Unknown	This space contains 4 suites. The previous uses include: a a dry cleaners. The space would have to be build-out.
6	4125 S. Staples St. FORMER FROST BANK BLDG.	33,129± ft ²	\$12.00 per ft ² NNN - \$6.00 per ft ²	44,000± ft ²	CI Intensive	No	125±	This building was recently vacated by Frost Bank. The 2 storys with KW Coastal Realty being the only Tenant at
7	4220 - 4222 S. Staples St. TT ELECTRONICS BLDG.	96,212± ft ²	N/A	96,212± ft ²	CG-2 General	No	209±	This is an operating electronics manufacturing facility that relocating. Will not be ready for occupancy for 12-14
8	1305 Airline Road FORMER SEARS BLDG.	151,328± ft ²	\$12.00 per ft ² /NNN	151,328± ft ²	CG-2 General	Yes	Unknown	This building was recently vacated by Sears in Dec. 2019. Owner would entertain dividing the space. There are 2
9	10241 S. Padre Island Drive FLOUR BLUFF SC	27,383± ft ²	\$8.00 to \$12.00 per ft ² NNN - \$3.00 per ft ²	6.41± Acs.	CG-2 General	56,003± ft ²	N/A	The was formerly a Fallas Outlet and Flex Fit Gym location. center is located at SPID & Waldron. Complete build out

Loca	Sq. Ft	\$/Sq Ft	Term (Yr)	Base	Lease	% of Total	Notes	Buildout Paid/Allowance	Buildout
South	20,669	14.00	1-59	289,366	24,114	1.03%	Rent Month	17.50 /sqft by Landlord	361,707.50
South	20,669	15.00	60-120	310,035	25,836	1.11%			

Cost for Two Centers for Estimate of Six Months		
Location	Monthly	6 Mo
Sunrise	12,516	75,093.24
South	24,114	144,683.00
		219,776.24

ITEM FOR DISCUSSION AND POSSIBLE ACTION

IX-2. Purchase of Outdoor Learning Environments

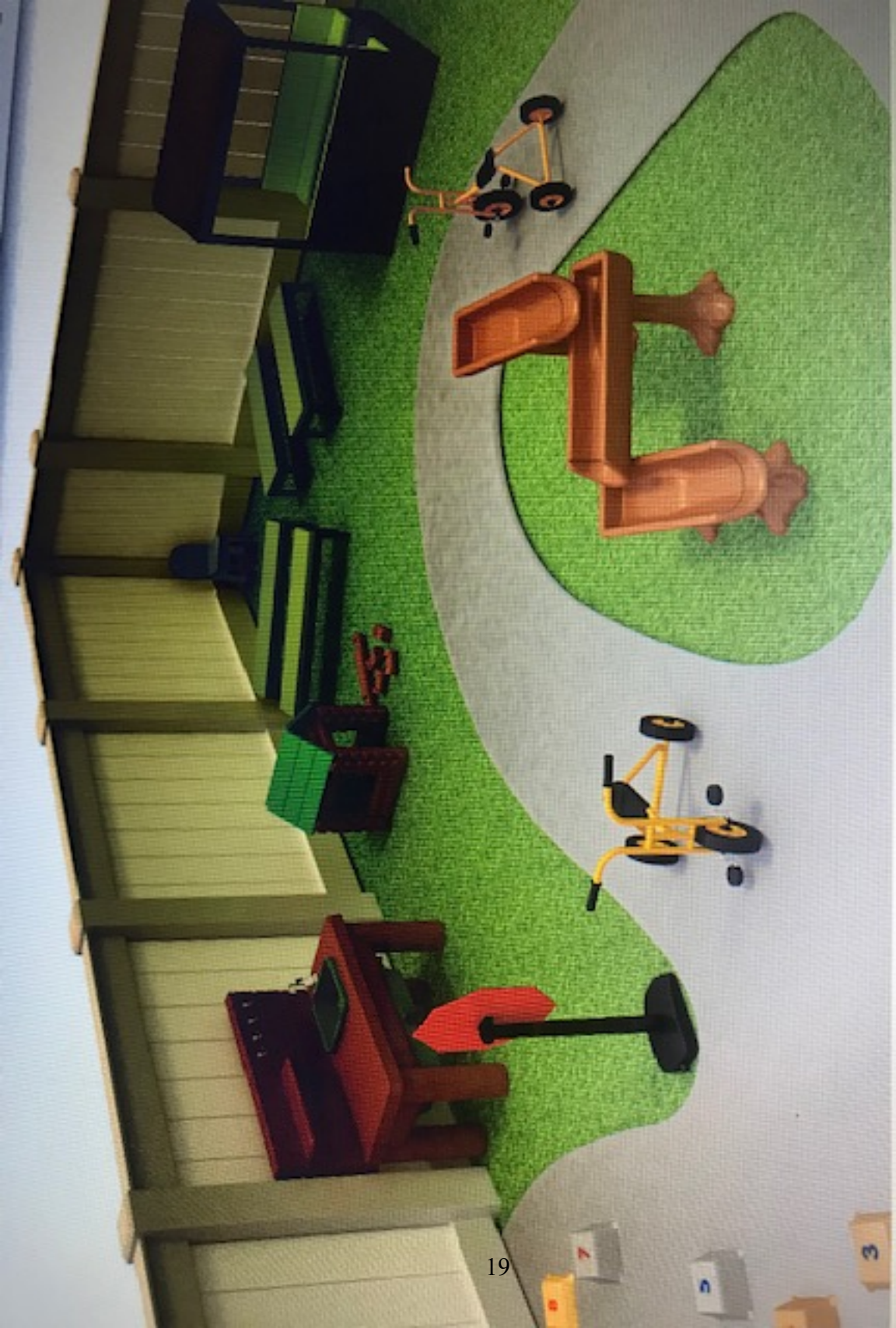
BACKGROUND INFORMATION

Learning environments (indoor and outdoor) are one of the areas in which child care centers who are designated as Texas Rising Star (TRS) certified must be observed in annually. The purpose of the outdoor learning environment is to serve as an extension of the indoor classroom. Outdoor learning environments are “outdoor” classrooms. Art, math, reading, and science learning objectives can be introduced to children in the child care center classroom and continued while the children are outside. These activities are called “Play with purpose”.

Board staff would like to purchase outdoor learning environments for 9 TRS child care centers located in Alice, Beeville, Corpus Christi, and Sinton, Texas. The outdoor learning environments will include designated areas for art, music, reading, science, basketball hoops, balance beams, and alphabet stepping stones. The estimated cost of the 9 outdoor learning environments will be \$154,455.66.

RECOMMENDATION

The CEO Council concur with authorizing the purchase of the 9 outdoor learning environments that will be placed at TRS certified child care centers in Alice, Beeville, Corpus Christi, and Sinton, Texas.





ITEM FOR DISCUSSION AND POSSIBLE ACTION

XV - 8. Purchase of Furniture for the Bayview Tower Office Location

BACKGROUND INFORMATION

Staff will present the Cost Analysis for the purchase of furniture for the Bayview Tower Office Location.

RECOMMENDATION

Staff recommend the Executive Committee approve the purchase of office furniture for the Bayview Tower Office Location.

Item	CBI Total	TXMAS 20-7101 Total	NBF Total	HON DISC 30%
Desk Comparison	64,504.40	160,096.08	94,995.00	-
Chair Comparison	49,271.32		62,993.00	72,571.80
Complete Quote Comparison	137,043.64		189,415.00	

INFORMATION ONLY

XI. Draft Independent Audit for the Year Ended September 30, 2019

BACKGROUND INFORMATION

CFO and Janet Pittman from Alonzo, Bacarisse, Irvine, and Palmer, P.C. will present the Draft of the Independent Audit for Fiscal Year End September 30, 2019

DRAFT

COASTAL BEND WORKFORCE DEVELOPMENT BOARD

ANNUAL FINANCIAL AND COMPLIANCE REPORTS

SEPTEMBER 30, 2019 AND 2018

abip

CPAs | ADVISORS

CLIENT **FOCUSED.** RELATIONSHIP **DRIVEN.**



TABLE OF CONTENTS

September 30, 2019 and 2018

	<u>PAGE</u>
CERTIFICATE OF BOARD OF DIRECTORS	i
INDEPENDENT AUDITORS' REPORT	1-2
FINANCIAL SECTION	
Statements of Financial Position	5
Statements of Activities and Change in Net Assets	6-7
Statements of Functional Expenses	8-9
Statements of Cash Flows	10
Notes to Financial Statements	11-16
SINGLE AUDIT SECTION	
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	19-20
Independent Auditors' Report on Compliance for Each Major Federal and State Program and on Internal Control Over Compliance Required by the Uniform Guidance and the State of Texas Single Audit Circular	21-22
Schedule of Expenditures of Federal and State Awards	23-24
Notes to Schedule of Expenditures of Federal and State Awards	25
Schedule of Findings and Questioned Costs	26-27
Summary Schedule of Prior Year Findings	28
Corrective Action Plan	29



COASTAL BEND WORKFORCE DEVELOPMENT BOARD

DRAFT

CERTIFICATE OF BOARD OF DIRECTORS

I, _____ Chairman of the Board of Directors of Coastal Bend Workforce Development Board, do hereby certify that this accompanying audit report for fiscal years ended September 30, 2019 and 2018, from ABIP, PC, was reviewed and _____ approved / _____ disapproved at a meeting of the Board of Directors held on the 17th day of September, 2020.

Chairman, Board of Directors

Date



INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Coastal Bend Workforce Development Board
Corpus Christi, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of Coastal Bend Workforce Development Board (a non-profit organization), which comprise the statements of financial position as of September 30, 2019 and 2018, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Coastal Bend Workforce Development Board as of September 30, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter***Change in Accounting Principle***

As described in note 2 to the financial statements, in 2019, the Board adopted new accounting guidance, FASB Accounting Standards Update No. 2016-14 (Topic 958), “*Presentation of Financial Statements of Not-for-Profit Entities*”. Our opinion is not modified with respect to this matter.

Other Matters***Other Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal and state awards, as required by Title 2, U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the *State of Texas Single Audit Circular*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 17, 2020 on our consideration of Coastal Bend Workforce Development Board’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Coastal Bend Workforce Development Board’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Coastal Bend Workforce Development Board’s internal control over financial reporting and compliance.

San Antonio, Texas
September 17, 2020

FINANCIAL SECTION



STATEMENTS OF FINANCIAL POSITION

September 30,

	<u>2019</u>	<u>2018</u>
<u>ASSETS</u>		
CURRENT ASSETS		
Cash	\$ 1,014,455	\$ 504,312
Grants receivable	2,114,530	2,604,054
Account receivable - subcontractor	2,515	17,649
Account receivable - other	9,959	2,206
Other assets	<u>184,100</u>	<u>149,202</u>
Total current assets	<u>3,325,559</u>	<u>3,277,423</u>
PROPERTY AND EQUIPMENT		
Property and equipment	2,428,607	2,085,012
Less: accumulated depreciation	<u>(1,813,002)</u>	<u>(1,560,236)</u>
Net property and equipment	<u>615,605</u>	<u>524,776</u>
Total assets	<u>\$ 3,941,164</u>	<u>\$ 3,802,199</u>
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Accounts payable	\$ 2,343,969	\$ 2,080,407
Accrued expenses	446,692	480,266
Deferred revenue	-	163,867
Accrued vacation	<u>69,543</u>	<u>101,158</u>
Total current liabilities	<u>2,860,204</u>	<u>2,825,698</u>
Total liabilities	<u>2,860,204</u>	<u>2,825,698</u>
NET ASSETS		
Without donor restrictions:		
Unrestricted	465,355	451,725
Investment in property and equipment, net	<u>615,605</u>	<u>524,776</u>
Total net assets	<u>1,080,960</u>	<u>976,501</u>
Total liabilities and net assets	<u>\$ 3,941,164</u>	<u>\$ 3,802,199</u>

The accompanying notes are an integral part of these financial statements.

STATEMENTS OF ACTIVITIES AND CHANGE IN NET ASSETS

For the year ended September 30, 2019

	WITHOUT DONOR RESTRICTIONS		TOTAL
	UNRESTRICTED	INVESTMENT IN PROPERTY AND EQUIPMENT	
SUPPORT AND REVENUE			
Grant revenue	\$ 30,357,629	\$ -	\$ 30,357,629
Grant revenue - non federal	299,152	-	299,152
Interest income - non federal	14,020	-	14,020
Program income	<u>1,378</u>	<u>-</u>	<u>1,378</u>
Total support and revenue	<u>30,672,179</u>	<u>-</u>	<u>30,672,179</u>
EXPENSES			
Administration	1,416,524	-	1,416,524
Program services	<u>29,242,025</u>	<u>-</u>	<u>29,242,025</u>
Total expenses	<u>30,658,549</u>	<u>-</u>	<u>30,658,549</u>
Increase in net assets	13,630	-	13,630
OTHER REVENUES AND (EXPENSES)			
Fixed assets - additions	-	343,595	343,595
Depreciation expense	<u>-</u>	<u>(252,766)</u>	<u>(252,766)</u>
Change in net assets	13,630	90,829	104,459
NET ASSETS AT BEGINNING OF YEAR	<u>451,725</u>	<u>524,776</u>	<u>976,501</u>
NET ASSETS AT END OF YEAR	<u>\$ 465,355</u>	<u>\$ 615,605</u>	<u>\$ 1,080,960</u>

The accompanying notes are an integral part of these financial statements.

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS

For the year ended September 30, 2018

	WITHOUT DONOR RESTRICTIONS		TOTAL
	UNRESTRICTED	INVESTMENT IN PROPERTY AND EQUIPMENT	
SUPPORT AND REVENUE			
Grant revenue	\$ 26,240,806	\$ -	\$ 26,240,806
Grant revenue - non federal	274,465	951	275,416
Interest income - non federal	3,083	-	3,083
Program income	5,277	-	5,277
Net assets released from restrictions	<u>341,707</u>	<u>(341,707)</u>	<u>-</u>
Total support and revenue	<u>26,865,338</u>	<u>(340,756)</u>	<u>26,524,582</u>
EXPENSES			
Administration	1,152,260	-	1,152,260
Program services	<u>25,371,371</u>	<u>-</u>	<u>25,371,371</u>
Total expenses	<u>26,523,631</u>	<u>-</u>	<u>26,523,631</u>
Increase in net assets	341,707	(340,756)	951
OTHER REVENUES AND (EXPENSES)			
Fixed assets - additions	-	326,768	326,768
Depreciation expense	<u>-</u>	<u>(134,301)</u>	<u>(134,301)</u>
Change in net assets	341,707	(148,289)	193,418
NET ASSETS AT BEGINNING OF YEAR	<u>110,018</u>	<u>673,065</u>	<u>783,083</u>
NET ASSETS AT END OF YEAR	<u>\$ 451,725</u>	<u>\$ 524,776</u>	<u>\$ 976,501</u>

The accompanying notes are an integral part of these financial statements.

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2019

	<u>ADMINISTRATION</u>	<u>PROGRAM SERVICES</u>	<u>TOTAL</u>
Direct care	\$ -	\$ 14,604,439	\$ 14,604,439
Communication expense	10,842	146,449	157,291
Furniture and equipment	-	343,529	343,529
Insurance	18,022	27,959	45,981
Outreach/public notices	3,770	36,523	40,293
Office expense	62,154	446,666	508,820
Professional fees	77,908	108,768	186,676
Program services	-	11,554,397	11,554,397
Rent and rent related	13,324	585,810	599,134
Salaries and fringe benefits	1,119,807	1,221,552	2,341,359
Subscription/membership	14,924	42,264	57,188
Software	-	1,840	1,840
Travel/staff development/conference fee	51,460	125,165	176,625
Building improvement	44,313	(8,934)	35,379
Discretionary	-	5,598	5,598
	<u>\$ 1,416,524</u>	<u>\$ 29,242,025</u>	<u>\$ 30,658,549</u>

The accompanying notes are an integral part of these financial statements.

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2018

	<u>ADMINISTRATION</u>	<u>PROGRAM SERVICES</u>	<u>TOTAL</u>
Direct care	\$ -	\$ 12,424,474	\$ 12,424,474
Communication expense	8,871	140,201	149,072
Furniture and equipment	-	54,703	54,703
Insurance	15,236	21,665	36,901
Bank fees	634	-	634
Outreach/public notices	4,998	87,633	92,631
Office expense	46,235	409,401	455,636
Professional fees	56,702	111,056	167,758
Program services	-	9,944,123	9,944,123
Rent and rent related	12,829	599,332	612,161
Salaries and fringe benefits	880,629	1,178,999	2,059,628
Subscription/membership	13,819	27,613	41,432
Travel/staff development/conference fee	36,877	100,106	136,983
Building improvement	-	272,065	272,065
Discretionary	75,430	-	75,430
	<u>\$ 1,152,260</u>	<u>\$ 25,371,371</u>	<u>\$ 26,523,631</u>

The accompanying notes are an integral part of these financial statements.

STATEMENTS OF CASH FLOWS

For the year ended September 30,

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 104,459	\$ 193,418
Adjustments to reconcile change in net assets to cash provided by operating activities		
Depreciation expense	252,766	134,301
(Increase) decrease in operating assets		
Grants receivable	489,524	242,514
Accounts receivable	7,381	(1,270)
Other assets	(34,898)	(28,934)
Increase (decrease) in operating liabilities		
Accounts payable	263,562	586,057
Deferred revenue	(163,867)	(411,014)
Accrued expenses	(33,574)	(372,048)
Accrued vacation	<u>(31,615)</u>	<u>13,520</u>
Net cash provided by operating activities	<u>853,738</u>	<u>356,544</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(343,595)</u>	<u>(326,768)</u>
Net cash provided by (used in) investing activities	<u>(343,595)</u>	<u>(326,768)</u>
Net increase (decrease) in cash and cash equivalents	510,143	29,776
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>504,312</u>	<u>474,536</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 1,014,455</u>	<u>\$ 504,312</u>

The accompanying notes are an integral part of these financial statements.

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(1) Organization and nature of activities

On July 1, 1997, the Private Industry Council (PIC) of Corpus Christi/Nueces County and the Rural Coastal Bend Services Delivery Areas merged to form the Coastal Bend Workforce Development Board (the Board) to comply with the Workforce and Economic Competitiveness Act Chapter 2308 of the Texas Government Code (the Act). The Board was incorporated under the Texas Non-Profit Corporation Act for the purpose of implementation and development of workforce related activities and programs in the eleven county Coastal Bend region. The Board, through the partnership and the interlocal agreements with the Coastal Bend Chief Elected Officials Council, is designated as the grant recipient and the administrative entity for the workforce development area. The Board receives funding from local, state and federal sources, and must comply with spending, reporting and record keeping requirements of these entities.

(2) Summary of significant accounting policies

Financial statement presentation

During the fiscal year 2019, the Board changed accounting policies related to presentation of its financial statements by adopting FASB Accounting Standards No. 2016-14 (Topic 958), "*Presentation of Financial Statements of Not-for-Profit Entities*". Accordingly, the financial statements have been presented in accordance with the standard.

The Board classifies its financial statements to present two (2) classes of net assets:

- *Net assets without donor restrictions* include those net assets whose use is not restricted by donor-imposed stipulations. Restricted grant proceeds or contributions whose restrictions are met in the same reporting period are reported as revenue without donor restrictions.
- *Net assets with donor restrictions* include net assets subject to donor-imposed restrictions that may or will be satisfied by the actions of the Board or the passage of time. The Board had no net assets with donor restrictions at September 30, 2019.

Basis of accounting

The financial statements of the Board have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Estimates

Management uses estimates and assumptions in preparing the financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the report of revenues and expenses.

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(2) Summary of significant accounting policies (continued)

Allowances for uncollectable

No allowance for uncollectable has been established. All receivables from the state and sub-recipients are deemed fully collectible.

Cash and cash equivalents

For the purpose of the statement of cash flows, the Board considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents. This includes cash in bank, certificates of deposit, and money market accounts.

Revenue/receivable concentrations

The Board receives substantially all of its revenue from grants through federal and state agencies. Grant revenue is recorded by the Board as it is earned with the offset to a receivable. The Board does not recognize an allowance for bad debt, as all receivables are deemed collectable.

Functional expense allocation

Costs incurred by the Board in providing management and oversight of various programs have been summarized on a functional basis. Accordingly, these costs are recognized among the programs either as administrative or program and are distributed to the various funding sources based upon an established cost allocation plan on a monthly basis. Unassignable administrative and program costs are allocated to each grant based upon each grant's proportional share of total Workforce Center's expenses.

Fixed assets

The Board capitalizes property and equipment with a unit cost of \$5,000 or more and a useful life greater than 1 year for depreciation and financial statement presentation. Asset purchases under \$5,000 are expensed. The Board tracks property with a unit cost of \$500 or more to comply with internal policy. The valuation of the fixed assets is cost, if purchased, or fair market value, if donated. The Texas Workforce Commission (TWC) has an interest in all property purchased with TWC funds.

Income taxes

Income taxes are not provided for in the financial statements since the Board is exempt from federal income taxes and filing IRS Form 990 under Section 501(c)(3) of the Internal Revenue Code. The Board is not classified as a private foundation.

(3) Deposits and collateral

At September 30, 2019 and 2018, the total bank balances were \$1,089,846 and \$768,757, respectively. Bank balances of \$250,000 are covered by federal depository insurance. At September 30, 2019 and 2018, all of the Board's bank balances were covered by federal depository insurance as well as collateralized securities held by the pledging institution.

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(4) Grants receivable

	<u>2019</u>	<u>2018</u>
Due from Texas Workforce Commission		
Child care	\$ 549,432	\$ 1,237,688
Choices/TANF	450,527	334,427
Wagner-Peyser Employment Services	23,273	9,003
NCP	21,093	13,192
Military Family Support Pilot	-	31,084
Workforce Innovation and Opportunity Act Adult	154,502	143,698
Summer Earn and Learn Program	26,398	162,975
Workforce Innovation and Opportunity Act Dislocated	104,801	72,871
Workforce Innovation and Opportunity Act Youth	323,842	10,421
Apprenticeship USA Grants	1,828	-
Resource Administration Grant	1	-
SNAP E & T	49,933	220,160
SNAP E & T ABAWD	68,369	4,747
Externships for Teachers	104,938	-
Trade Act Services	1,714	36,416
Workforce Commission Initiatives	39,513	20,956
Vocational Rehabilitation	28,071	-
National Dislocated Worker-Disaster Grant	123,841	214,326
National Dislocated Worker-Texas Oil & Gas	-	32,983
Service Fund	13,883	7,868
Reemployment Services and Eligibility Assessment	20,501	36,376
VRS Student Hireability Navigator	5,368	9,718
Working Women Resource Coordination Cooperative	<u>2,702</u>	<u>5,145</u>
 Total due from Texas Workforce Commission	 <u>\$ 2,114,530</u>	 <u>\$ 2,604,054</u>

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(5) Deferred revenue

	<u>2019</u>	<u>2018</u>
Deferred Revenue		
Child Care Protective Services	\$ -	\$ 85,471
SNAP E & T	-	75,690
Military Family Support Pilot	-	644
Externship for Teachers	-	296
Trade Act Services	-	1,741
Choices/TANF	-	<u>25</u>
 Total deferred revenue	 <u>\$ -</u>	 <u>\$ 163,867</u>

(6) Fixed assets

	<u>BALANCE</u> <u>10/1/2018</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>BALANCE</u> <u>9/30/2019</u>
Fixed assets:				
Equipment	\$ 436,675	\$ 343,529	\$ -	\$ 780,204
Software	21,915	-	-	21,915
Building improvements	<u>1,626,422</u>	<u>66</u>	-	<u>1,626,488</u>
Total fixed assets	<u>2,085,012</u>	<u>343,595</u>	-	<u>2,428,607</u>
Accumulated depreciation:				
Equipment	(279,288)	(145,630)	-	(424,918)
Software	(15,165)	(3,000)	-	(18,165)
Building improvements	<u>(1,265,783)</u>	<u>(104,136)</u>	-	<u>(1,369,919)</u>
Total accumulated depreciation	<u>(1,560,236)</u>	<u>(252,766)</u>	-	<u>(1,813,002)</u>
 Fixed assets - net	 <u>\$ 524,776</u>	 <u>\$ 90,829</u>	 <u>\$ -</u>	 <u>\$ 615,605</u>

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(7) Compensated absences

The Board employees are granted vacation pay in varying amounts based on length of service. Accrued unused vacation is paid upon an employee’s termination. Compensated absences are charged to the applicable program when taken. The earned amount as of September 30, 2019 and 2018, was \$69,543 and \$101,158, respectively.

(8) Operating leases

Commitments under lease agreements for facilities provide for minimum annual rental payments as follows:

2020	\$ 364,154
2021	313,866
2022	<u>295,627</u>
	<u>\$ 973,647</u>

Rental expense for the year ended September 30, 2019 and 2018 was \$368,972 and \$364,660, respectively.

(9) Retirement plan

The Board provides employees the opportunity to participate in the Board’s retirement plan. The plan is a 401(k) profit sharing plan. The Board’s profit sharing plan and the provisions in this policy are subject to the rules and regulations of the Employee Retirement Income Security Act (ERISA) and the Internal Revenue Service. The vesting period for participating employees for contributions made before October 1, 2013 is as follows:

<u>Years of Service</u>	<u>Vesting Percentage</u>
1	20%
2	40%
3	60%
4	80%
5 or more	100%

Benefits under the plan are based on the employee’s vested interest in the value of his/her account at the time their benefits become payable as a result of his/her retirement or other separation from service or other distribution event. That value will depend on the contributions credited to their account and on the investment performance of the nest fund established to hold and invest those contributions.

NOTES TO FINANCIAL STATEMENTS

September 30, 2019 and 2018

(9) Retirement plan (continued)

Employees who have completed at least 1,000 hours of service within 6 consecutive months are eligible to participate in the 401(k) profit sharing plan.

Effective October 1, 2013 employees can make plan contributions up to the maximum allowed by the plan, not to exceed the IRS limits, and they can choose to make contributions before paying taxes and/or after-tax contributions through the plan's Roth 401(k) option. Employees may increase or decrease their contributions to the plan each payroll period. Employees are automatically 100% vested in their contributions and roll over contributions.

Coastal Bend Workforce Development Board will make a safe harbor matching contribution equal to 100% of the first 5% of eligible pay that the employee contributes.

More specific information on the retirement plan can be found in the summary plan description of the plan.

Existing and new employees, who have previously worked with any workforce organization (Board, One-Stop contractors, or TWC) within the State of Texas, shall be allowed to carry over their years of service earned at that organization to the Board's retirement plan. Contributions paid during the fiscal period were \$50,200 and \$49,396 for years ended 2019 and 2018, respectively.

(10) Economic dependence

Coastal Bend Workforce Development Board receives a significant portion of its revenue from pass-through funds of federal and state grants. The Board operated during the fiscal year under one major source of funds, the Texas Workforce Commission. The grant amounts are appropriated each year at the federal and state level. If significant budget cuts are made at the federal and state level, the amount of funds the organization receives could be reduced significantly and have an adverse impact on its operations.

(11) Contingencies

Individual grants are subject to additional financial and compliance audits by the grantors or their representatives. Such audits could result in requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. The Board's management is of the opinion that disallowance, if any, will not have a material effect on the financial statements.

(12) Subsequent events

Management has evaluated subsequent events through September 17, 2020, the date the financial statements were available to be issued.

On March 19, 2020 Texas Governor Greg Abbott issued an executive order to close non-essential businesses and schools due to the public health concerns related to the COVID-19 crisis. The result of this order will impact the economy and unemployment rates for the region that the Board services. The duration and intensity of these impacts on the Board's revenue sources will depend on future developments which cannot be forecasted or estimated at this time.

SINGLE AUDIT SECTION



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors
Coastal Bend Workforce Development Board
Corpus Christi, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Coastal Bend Workforce Development Board (a nonprofit organization), which comprise the statements of financial position as of September 30, 2019 and 2018, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated September 17, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Coastal Bend Workforce Development Board's (the Board) internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. Accordingly, we do not express an opinion on the effectiveness of the Board's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Coastal Bend Workforce Development Board's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Board's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

San Antonio, Texas
September 17, 2020

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL AND STATE PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE AND THE STATE OF TEXAS SINGLE AUDIT CIRCULAR

To the Board of Directors
Coastal Bend Workforce Development Board
Corpus Christi, Texas

Report on Compliance for Each Major Federal and State Program

We have audited Coastal Bend Workforce Development Board's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the State of Texas Single Audit Circular that could have a direct and material effect on each of Coastal Bend Workforce Development Board's major federal and state programs for the year ended September 30, 2019. Coastal Bend Workforce Development Board's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal and state awards applicable to its federal and state programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Coastal Bend Workforce Development Board's major federal and state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2, U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the audit requirements of the State of Texas Single Audit Circular. Those standards, the Uniform Guidance, and the State of Texas Single Audit Circular require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or state program occurred. An audit includes examining, on a test basis, evidence about Coastal Bend Workforce Development Board's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and state program. However, our audit does not provide a legal determination of Coastal Bend Workforce Development Board's compliance.

Opinion on Each Major Federal and State Program

In our opinion, Coastal Bend Workforce Development Board complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2019.

Report on Internal Control over Compliance

Management of Coastal Bend Workforce Development Board is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Coastal Bend Workforce Development Board's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal and state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal and state program and to test and report on internal control over compliance in accordance with the Uniform Guidance and the State of Texas Single Audit Circular, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Coastal Bend Workforce Development Board's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the State of Texas Single Audit Circular. Accordingly, this report is not suitable for any other purpose.

San Antonio, Texas
September 17, 2020

COASTAL BEND WORKFORCE DEVELOPMENT BOARD

DRAFT

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

Year ended September 30, 2019

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	AWARD AMOUNT	CURRENT FISCAL YEAR EXPENDITURES	PASS THROUGH TO SUBRECIPIENTS
<u>FEDERAL FUNDS</u>					
<u>U.S. Department of Labor</u>					
Passed Through Texas Workforce Commission and Texas Veteran's Commission:					
Employment Service Cluster					
Wagner-Peyser Employment Services	17.207	2219WPA001	\$ 23,754	\$ 23,754	\$ 22,141
Wagner-Peyser Employment Services	17.207	2219WPA000	109,713	31,074	31,074
Wagner-Peyser Employment Services	17.207	2218WPA000	111,682	25,468	24,011
Workforce Commission Initiatives	17.207	2219WCI000	18,570	18,570	14,920
Workforce Commission Initiatives	17.207	2218WCI000	12,440	(617)	(617)
Resource Administration Grant	17.207	2218RAG000	4,853	4,853	4,787
Veterans Employment Services	17.801	VES 19-22	27,000	27,000	25,197
Veterans Employment Services	17.804	VES 19-22	9,000	9,000	9,000
Total Employment Service Cluster			317,012	139,102	130,513
WIA Cluster					
Workforce Innovation and Opportunity Act - Adult	17.258	2218WOA000	2,127,655	1,845,762	1,662,267
Workforce Innovation and Opportunity Act - Adult Externship for Teachers	17.258	2217WOA000	1,475,278	11,653	11,653
Externship for Teachers	17.258	2217WOS001	-	(296)	-
Externship for Teachers	17.258	2219EXT001	137,103	135,038	133,696
Military Family Support Pilot	17.258	2219WOS001	42,319	26,654	26,097
Workforce Innovation and Opportunity Act- Youth	17.259	2217WOY000	1,534,960	140,738	63,136
Workforce Innovation and Opportunity Act- Youth	17.259	2218WOY000	2,223,418	1,750,550	1,637,138
Workforce Innovation and Opportunity Act- Youth	17.259	2219WOY001	1,711,066	3,895	3,871
Workforce Innovation and Opportunity Act- Dislocated Externships for Teachers	17.278	2218WOD000	1,489,075	1,000,728	922,892
Externships for Teachers	17.278	2218WOS000	105,162	(2,323)	-
Workforce Innovation and Opportunity Act- Dislocated	17.278	2217WOD000	1,247,070	220,955	160,885
Workforce Innovation and Opportunity Act- Rapid Response	17.278	2218WOR000	15,775	15,775	14,695
Total WIA Cluster			12,108,881	5,149,129	4,636,330
Reemployment Services and Eligibility Assessment	17.225	2219REA000	197,101	198,768	179,641
Reemployment Services and Eligibility Assessment	17.225	2218REA000	175,074	7,786	7,786
Trade Act Services	17.245	2219TRA000	43,389	43,389	43,389
Trade Act Services	17.245	2218TRA000	111,217	7,220	7,220
Trade Act Services	17.245	2219RAG000	427	427	427
Working Women Resource Coordination Cooperative Agreement HHRI	17.261	2218WDR000	100,000	59,157	53,575
NDW - TX 31 Texas Oil & Gas	17.277	2217NDW000	687,210	34,614	31,380
National Dislocated Worker Disaster Grant Project TX-32	17.277	2217NDW001	6,074,683	2,631,120	2,374,327
Apprenticeship USA Grants	17.285	2219ATG000	199,100	2,145	2,145
National Dislocated Worker Disaster Grant Project TX-32	17.286	2217NDW001	2,158,317	1,028,946	928,444
Total U.S. Department of Labor			22,172,411	9,301,803	8,395,177
<u>U.S. Department of Agriculture</u>					
Passed Through Texas Workforce Commission:					
SNAP Cluster					
Supplemental Nutrition Assistance Program	10.561	2218SNEA00	174,420	(1,620)	(1,620)
Supplemental Nutrition Assistance Program	10.561	2219SNE000	629,295	614,257	544,023
Total U.S. Department of Agriculture			803,715	612,637	542,403

COASTAL BEND WORKFORCE DEVELOPMENT BOARD

DRAFT

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

Year ended September 30, 2019

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	AWARD AMOUNT	CURRENT FISCAL YEAR EXPENDITURES	PASS THROUGH TO SUBRECIPIENTS
<u>FEDERAL FUNDS (CONTINUED)</u>					
<u>U.S. Department of Health and Human Services</u>					
Passed Through Texas Workforce Commission:					
CCDF Cluster					
Child Care Services Formula Grant	93.596	2219CCF000	\$ 3,033,173	\$ 3,033,173	\$ 3,033,173
Childcare Local Initiative Grant	93.596	2219CCM000	1,742,626	226,548	226,548
Child Care Services Formula Grant	93.596	2218CCF000	2,912,198	2,120,887	1,999,257
Workforce Commission Initiatives	93.575	2219WCI000	28,194	28,194	7,381
Child Care Services Formula Grant	93.575	2219CCF000	8,651,523	8,354,757	7,265,075
Childcare Quality Improvement Activity Grant	93.575	2218CCQ000	367,718	17,670	2,329
Child Care Automation Grant	93.575	2219CAA000	100,853	100,853	100,853
Child Care Services Formula Grant	93.575	2218CCF000	6,028,019	47,660	47,660
Childcare Quality Improvement Activity Grant	93.575	2219CCQ000	575,104	452,768	376,268
Total CCDF Cluster			<u>23,439,408</u>	<u>14,382,510</u>	<u>13,058,544</u>
TANF Cluster					
Wagner-Peyser Employment Services	93.558	2218WPA000	14,726	1,195	1,195
Wagner-Peyser Employment Services	93.558	2218WPA000	13,285	13,285	10,931
Non-Custodial Parent Choices Program	93.558	2218NCP000	73,505	1	-
Non-Custodial Parent Choices Program	93.558	2219NCP000	87,632	89,621	85,222
Non-Custodial Parent Choices Program	93.558	2220NCP001	87,632	4,479	4,479
Temporary Assistance to Needy Families	93.558	2219TAN001	100,000	23,270	23,270
Temporary Assistance to Needy Families	93.558	2219TAF000	2,046,070	1,888,626	1,664,615
Temporary Assistance to Needy Families	93.558	2218TAN000	2,604,138	333,062	305,385
Workforce Commission Initiatives	93.558	2219WCI000	51,067	41,573	41,573
Total TANF Cluster			<u>5,078,055</u>	<u>2,395,112</u>	<u>2,136,670</u>
Child Care Services Formula Grant	93.667	2219CCF000	43,609	43,609	43,609
Total Social Services Block Grant			<u>43,609</u>	<u>43,609</u>	<u>43,609</u>
Total U.S. Department of Health and Human Services			<u>28,561,072</u>	<u>16,821,231</u>	<u>15,238,823</u>
Total Federal Awards			<u>51,537,198</u>	<u>26,735,671</u>	<u>24,176,403</u>
<u>STATE FUNDS</u>					
<u>Texas Workforce Commission</u>					
Child Care Department of Family Protective Services	NA	2218CCP000	2,449,206	5,256	-
Child Care Department of Family Protective Services	NA	2219CCP000	1,728,638	1,643,236	1,579,218
Child Care Services Formula Grant	NA	2219CCF000	1,469,528	1,469,528	1,469,528
Non-Custodial Parent Choices Program	NA	2219NCP000	54,771	54,771	43,379
Resource Administration Grant	NA	2219RAG000	1,190	1,190	1,190
Supplemental Nutrition Assistance Program	NA	2218SNEA00	41,551	267	-
Supplemental Nutrition Assistance Program	NA	2219SNE000	138,054	106,408	106,408
Temporary Assistance to Needy Families	NA	2219TAF000	341,302	341,302	341,302
Total State Awards			<u>6,224,240</u>	<u>3,621,958</u>	<u>3,541,025</u>
TO TOTAL FEDERAL AND STATE AWARDS			<u>\$ 57,761,438</u>	<u>\$ 30,357,629</u>	<u>\$ 27,717,428</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

September 30, 2019

(1) Basis of presentation

The schedule of expenditures of federal and state awards presents expenditures for all federal and state assistance awards that were in effect for the year ended September 30, 2019 for Coastal Bend Workforce Development Board. The information in this schedule is presented in accordance with the requirements of the Uniform Guidance and State of Texas Single Audit Circular.

(2) Summary of significant accounting policies

Expenditures are reported on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America as further described in the notes to financial statements.

(3) Relationship to financial statements

Total expenses:

Per statement of activities and change in net assets	\$ 30,658,549
Per schedule of federal awards	<u>26,735,671</u>
	<u>\$ 3,922,878</u>

Non federal and state expenses:

State	\$ 3,621,958
Non-federal	299,542
Program income/related expenses	<u>1,378</u>
	<u>\$ 3,922,878</u>

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended September 30, 2019

SECTION I: SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? Yes X No
- Significant deficiencies identified that are not considered to be material weakness(es)? Yes X None reported

Noncompliance material to the financial statements noted? Yes X No

Federal and State Awards

Internal control over major programs:

- Material weakness(es) identified? Yes X No
- Significant deficiencies identified that are not considered to be material weakness(es)? Yes X None reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a)? Yes X No

Identification of major programs:

Federal:

<u>CFDA NUMBER(S)</u>	<u>NAME OF FEDERAL/STATE PROGRAM OR CLUSTER</u>
93.575/93.596	Child Care Development Funds
17.277/17.286	WIA National Emergency Grants

State:

N/A Child Care Development Funds

Dollar threshold used to distinguish between Type A and Type B programs:

- Federal - \$802,070
- State - \$300,000

Auditee qualified as low-risk auditee? X Yes No

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

For the year ended September 30, 2019

SECTION II: FINANCIAL STATEMENT FINDINGS

No matters were reported.

SECTION III: FEDERAL AND STATE AWARD FINDINGS AND QUESTIONED COSTS

No matters were reported.

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS

For the year ended September 30, 2019

<u>FINDINGS/RECOMMENDATION</u>	<u>CURRENT STATUS</u>	<u>MANAGEMENT'S EXPLANATION IF NOT IMPLEMENTED</u>
None	-	No prior year findings

CORRECTIVE ACTION PLAN

For the year ended September 30, 2019

PROGRAM

None

CORRECTIVE ACTION PLAN

No current year findings

INFORMATION ONLY

X - 2. Monitoring Report

BACKGROUND INFORMATION

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 February - August 2020.

Workforce Solutions – Board

Fiscal and Program Reviews

➤ **Local Match Contract Certifications**

- 1st half of 2019-2020 - \$447,491.50 in Expenditures were certified and submitted to TWC.

➤ **TWC Monitoring Review (#19.22.0001) – March 4-8, 2019 - Report issued April 23, 2020**

Findings

- Ensure Travel Reimbursement Policy Complies with State Travel Guidelines
- Ensure Support Services Expenditures are Adequately Documented
- Ensure TAA Program Requirements are Followed

Conclusion: Requested documentation was sent and all findings were cleared with the issuance of the TWC Audit Resolution Report on June 17, 2020.

➤ **TWC Monitoring Review (#19.22.0001) SNAP E&T– Separate Report issued on April 23, 2020**

Finding

- Request Sanctions within the Required Timeframe for SNAP E&T Noncooperating Participants

Status: TWC has delayed requesting a response to the report per HHSC due to Covid-19. Report remains open.

➤ **TWC Child Care Data Validation Review – Nov. 18-20, 2019 - Report issued August 25, 2020**

- This data validation initiative was conducted to ensure the accuracy of data collected and reported in the CCDF program for the Fiscal Year 2020. – No exceptions noted

➤ **Teachers Externship - Contract Review**

- Reviewed twenty (20) or 20% of participating teachers for eligibility – no issue noted

C2 Global Professional Services, LLC

Fiscal and Program Reviews

➤ **One Stop & Youth Services/Fiscal Review (10/1/19 – 5/31/2020)**

The review consisted of the following contractual areas with no exceptions noted:

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

➤ **WIOA – Adult/Dislocated Worker Program Review 2/26/20**

Findings:

- One (1) participant service activity (67) Follow-Up Services was not opened at exit and no follow-up services have been performed.
- One (1) participant service activity (12) Job Search Assistance was not opened in TWIST and should have been as the customer was Job Searching prior to the Work Experience position.
- Six (6) customers were placed in (67) Follow-Up Services at exit but no contact or services were attempted and the service activity in TWIST is still open.
- Plan that needs to be updated as the goal completion dates have expired.
- Two (2) participants' Service Plans were not closed One (1) case has a Service out at exit.
- One (1) case has the Service plan end date of 10/23/19 yet, the case was exited to follow-up on 8/23/19.
- One (1) cases Individual Training Account (ITA) still has a dollar balance after exit.

Conclusion:

- All corrections were made in TWIST and to the case files affected.
- Ongoing technical assistance is being provided to staff.

➤ **WIOA – Adult/Dislocated Worker Programs – Active and Follow-up Participants (Spreadsheets 100% Case Reviews – 6/26, 7/17, 7/27) Scope was 3/16 – date reviewed Observations: Not a formal Monitoring Review using TWIST only.**

- 272 Adult cases (100%)
- 81 Dislocated Worker cases (100%)
- Reviewed latest case notes and a quick slant of overall case to ensure all participants were receiving services.
- Various exceptions were noted

Conclusion: Contractor cleared all noted exceptions and continues training on all aspects of the WIOA Programs.

➤ **WIOA – Youth Services Review 2/13/20**

Findings:

- Two (2) cases had no Youth Element opened in TWIST and were not placed in Follow-up at exit.
- Three (3) cases that were placed in Follow-up but were followed-up with as per case notes.

Conclusion:

- All corrections were made in TWIST and to the case files affected.
- Ongoing technical assistance is being provided to staff.

➤ **WIOA – Youth Program – Active and Follow-up Participants (Spreadsheets 100% Case Review – 6/16, 6/23 Scope was 3/16 – date reviewed**

Observations: Not a formal Monitoring Review using TWIST only

- 97 Youth Active cases (100%)
- 140 Youth Follow-up cases (100%)
- Reviewed latest case notes and a quick slant of overall case to ensure all participants were receiving services.
- Various exceptions were noted

Conclusion: Contractor cleared all noted exceptions and continues training on all aspects of the WIOA Programs.

➤ **TANF/Choices Monitoring – Active Participants
(Spreadsheet Case Reviews – 4/3/20 - Cabinet Review, 4/17 100% Choices
Incentives, 5/19/20 - 100% Choices Active Cases Scope was 3/16 – date reviewed
Observations:**

- Compared 23 selected cases in TWIST to Cabinet as hard copies were not available.
- Cabinet did not contain all of the file documents required to complete a full case review.
- 100% Choice Incentives given for Retention and Participation through March 2020 – All incentives given were in compliance with the directive.
- 94 TANF/Choices cases (100%) were reviewed to ensure all participants were receiving services and appropriate TWIST entries were completed.

Conclusion:

- Contractor cleared all noted exceptions and continues training on all aspects of the TANF/Choices Program.

➤ **SNAP E&T Review 5/3/20**

Findings:

- Two (2) cases did not have each month's eligibility printout printed from TWIST or TIERS and placed in the file.
- Five (5) case files either do not have Support Service (SS) documentation or have incomplete documentation in the file to support the transportation SS given and entered in TWIST.
- One (1) customer was not sent a timely and reasonable letter or timely penalized for non-cooperation on 1/6/20.
- One (1) customer was sent a timely and reasonable letter on 12/30/19 but was not penalized for non-cooperation on 1/3/20 after the client called in on 1/3/20 and was given a week extension but did not comply on 1/10/20.
- Seven (7) cases had late or no case note in TWIST for actions taken such as customer interactions, services provided or timesheets entered.
- Four (4) cases did not have all customer submitted timesheets entered in TWIST or entries were not correct according to the timesheets submitted in the file.
- One (1) case did not have the Service Plan in TWIST completely closed out at exit.

- Two (2) cases did not have a penalty issued or the penalty was issued with the wrong date entered in TWIST.
- Two (2) cases should have had a penalty issued in TWIST notifying HHSC of the non-cooperation yet no penalty was issued.
- One (1) case did not have an 1817 faxed to HHSC reporting the customers part time job.
- One (1) ABAWD's case did not have an 1817 faxed to HHSC reporting the customers two weeks participation.
- Five (5) cases were not closed timely and after the auditor called for the files to be reviewed with two of those cases being closed using the wrong exit reason.

Conclusion:

- All corrections were made in TWIST and to the case files affected.
- Ongoing technical assistance and training is being provided to all staff.
- The overall error rate in this report was 14.35%. Attribute error rates: Support Service 29%; Non-Cooperation 22%; TWIST Information 42%; Information to HHSC 21%; Appropriate Case Closure 21%.

➤ **SNAP E&T Monitoring – Active Participants**
(Spreadsheet Case Reviews – 5/19/20 - 100% Active Cases Scope was 3/16 – date reviewed

Observation:

- 39 SNAP E&T cases (100%) were reviewed to ensure all participants were receiving services and appropriate TWIST entries were completed.

Conclusion:

- Contractor cleared all noted exceptions and continues training on all aspects of the SNAP E&T Program.

BarkerRipley, Inc.

Program Review

➤ **Child Care File Reviews (1 Final Report & 1 Spreadsheet Review)**

Observations:

- Two (2) cases had an adding error which lead to a miscalculation of their monthly income. Thus, the monthly income was slightly incorrect. In both cases, PSC was not affected.
- Thirteen (13) of thirty (30) cases did not have all the eligibility documentation in Cabinet to determine or (re)determine eligibility.

INFORMATION ONLY

X-3. Financial Dashboard

BACKGROUND INFORMATION

Financial statements are prepared on a monthly basis by Board staff. Based upon the schedule established for meetings, the monthly financial dashboard will be presented to the CEO Council for information purposes.

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

For the Month Ending
July 31, 2020

ASSETS

Current Assets

Cash & Cash Equivalents	\$	221,162
Money Market Account	\$	659,771
Due from TWC		2,428,744
Accounts Receivable		1,479
Prepaid Expense		139,469
Other Assets		30,846
Total Current Assets	\$	3,481,471

Fixed Assets

Building Improvements	\$	1,631,186
Furniture and Equipment		540,403
Less Accumulated Depreciation		(1,560,236)
Net Fixed Assets	\$	611,353

Total Assets	\$	<u>4,092,824</u>
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LIABILITIES

Current Liabilities

Accounts Payable	\$	2,057,617
Accrued Expense		1,082,853
Accrued Vacation		97,472
Total Current Liabilities	\$	3,237,943

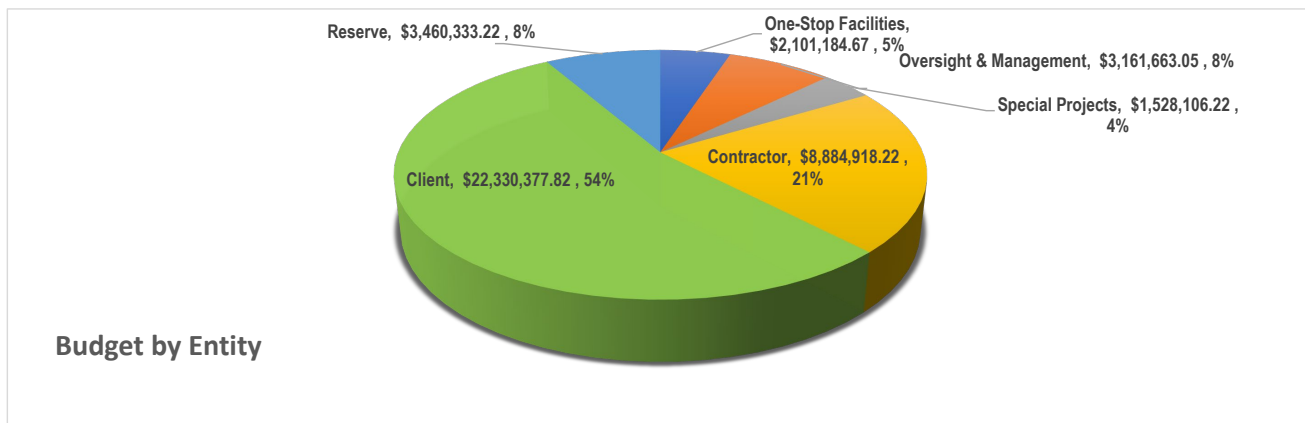
NET ASSETS

Unrestricted-Non-Federal Fund	\$	142,804
Temporarily Restricted-Ticket to Work/Other		100,725
Investment in Fixed Assets		611,353
Total Net Assets	\$	854,881

Total Liabilities and Net Assets	\$	<u>4,092,824</u>
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**Workforce Solutions of the Coastal Bend
FY 2020 BUDGET
For the twelve month period ending September 30, 2020**

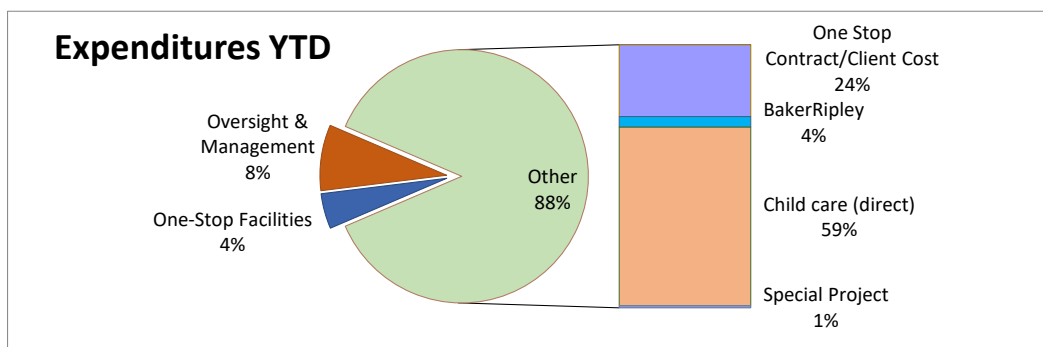
	A FY2020 Budget	B Budget FY20 Amended	C FY2020 Amended Budget	Difference C-A
Grant revenue	\$33,986,977	\$4,215,678	\$ 38,202,656	\$ 4,215,678
Total revenue	\$ 31,224,300	\$ 4,215,678	\$ 38,202,656	\$ 4,215,678
EXPENSES				
Oversight & Management				
Salaries and benefits	\$ 2,420,151		\$ 2,420,151	-
Facilities and related expense	163,349		163,349	-
Furniture, Equipment & Software	76,913		76,913	-
General administrative expense	198,382		198,382	-
Communication expense	29,775	20,225	50,000	20,225
Professional fees & service	122,367		122,367	-
Staff development expense	43,500		43,500	-
Travel expense	87,000	-	87,000	-
Total Oversight & Management Expense	\$ 3,141,438	\$ 20,225	\$ 3,161,663	\$ 20,225
One Stop Operations 6%				
Facilities and related expense	\$ 1,282,801		\$ 1,282,801	\$ -
Furniture, Equipment & Software	242,594	50,000	292,594	50,000
General administrative expense	272,704	75,000	347,704	75,000
Communication expense	167,585		167,585	-
Professional fees & service	5,500		5,500	-
Client	5,000	-	5,000	-
Total One Stop Operation	\$ 1,976,185	\$ 125,000	\$ 2,101,185	\$ 125,000
Contracted services	\$ 28,869,355	\$ 4,070,453	\$ 32,939,808	\$ 4,070,453
Total expense	\$ 33,986,978	\$ 4,215,678	\$ 38,202,655	\$ 4,215,678
Changes in net assets	0	0	0	(0)



Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum. Expenditures	Budget Balance	% Expended	TWC % Target
Expires 8/31/2020								
2219WAF001	WIOA - Alternative Funding for Statewide Activity	7/15/2019	8/31/2020	\$812,796.00	\$73,334.41	\$739,461.59	9%	92%
Non TWC	KINGSVILLE/BEEVILLE VR EXPENSES MONTHLY	8/1/2019	8/31/2020	\$92,658.09	\$48,988.50	\$43,669.59	53%	NA
Non TWC	3018VRS133 - STUDENT HIRABILITY (09/01/19-08/31/20)	8/1/2019	8/31/2020	\$100,000.00	\$55,430.55	\$44,569.45	55%	NA
Expires 9/30/2020								
2218WDR000	WWRCCA for Hurricane Harvey	2/23/2018	9/30/2020	\$100,000.00	\$96,809.32	\$3,190.68	97%	94%
2220NCP001	Noncustodial Parent Choices Program	9/1/2019	9/30/2020	\$142,403.00	\$111,207.63	\$31,195.37	78%	85%
2220SNE001	SNAP E&T	10/1/2019	9/30/2020	\$766,164.00	\$739,311.13	\$26,852.87	96%	83%
Non TWC	VET	10/1/2019	9/30/2020	\$36,000.00	\$29,549.26	\$6,450.74	82%	83%
Expires 10/31/2020								
2220CCQ001	Child Care Quality	10/1/2019	10/31/2020	\$603,459.00	\$156,923.77	\$446,535.23	0%	77%
2220TAF001	TANF Choices	10/1/2019	10/31/2020	\$2,625,955.00	\$1,920,352.07	\$705,602.93	73%	77%
Expires 11/30/2020								
2220CAA001	Child Care Attendance Automation Service	10/1/2019	11/30/2020	\$100,337.00	\$80,047.22	\$20,289.78	80%	71%
Expires 12/31/2020								
2217NDW001	NDW - Hurricane Harvey	8/28/2017	12/31/2020	\$8,233,000.00	\$8,073,235.71	\$159,764.29	98%	83%
2220CCF001	Child Care	10/1/2019	12/31/2020	\$18,385,508.00	\$16,416,744.98	\$1,968,763.02	89%	67%
2220CCM001	Child Care Local Initiative	10/1/2019	12/31/2020	\$1,789,966.00	\$0.00	\$1,789,966.00	0%	67%
2220CCP001	Child Care - DFPS	9/1/2019	12/31/2020	\$1,593,100.00	\$1,055,205.42	\$537,894.58	66%	69%
2220REA001	Reemployment Services and Eligibility Assessment	9/30/2019	12/31/2020	\$264,388.00	\$264,211.44	\$176.56	100%	60%
2220TRA001	Trade Act Services for Dislocated Workers	10/1/2019	12/31/2020	\$62,412.00	\$878.00	\$61,534.00	0%	67%
2220WPA001	Wagner-Peyser Employment Services	10/1/2019	12/31/2020	\$184,129.00	\$118,737.93	\$65,391.07	64%	67%
2220WOS001	Military Family Support	1/1/2020	12/31/2020	\$54,704.00	\$47,731.78	\$6,972.22	87%	46%
2220BSA001	BSA - Board Service Awards	1/1/2020	12/31/2020	\$30,000.00	\$6,472.65	\$23,527.35	22%	46%
2220BSA002	BSA - Texas Hireability	1/1/2020	12/31/2020	\$50,000.00	\$10,789.04	\$39,210.96	22%	46%
2220WCI001	WCI - Workforce Commission Initiatives	10/1/2019	12/31/2020	\$75,467.00	\$13,703.41	\$61,763.59	18%	NA
2219ATG000	Apprenticeship Texas Expansion Grant	1/16/2019	12/31/2020	\$199,100.00	\$4,326.27	\$194,773.73	2%	NA
2219WOS002	WIOS - Women's Entrepreneurship Boot Camp	7/1/2019	12/31/2020	\$58,207.00	\$254.05	\$57,952.95	0%	NA
Expires 3/31/2021								
2220NDW001	NDW - Coronavirus	5/5/2020	3/31/2021	\$0.00	\$0.00	\$0.00	0%	24%
Expires 5/31/2021								
2219WCI000	WCI - Workforce Commission Initiatives	10/1/2018	5/31/2021	\$175,586.00	\$148,666.65	\$26,919.35	85%	NA
2220COV001	COV - Coronavirus - WIOA Statewide	6/19/2020	5/31/2021	\$183,256.00	\$55,377.67	\$127,878.33	30%	NA
Expires 6/30/2021								
2219WOA001	WIOA - PY19 Adult Allocation (July)	7/1/2019	6/30/2021	\$303,747.00	\$275,672.70	\$28,074.30	91%	87%
2219WOA001	WIOA - PY19 Adult Allocation (Oct)	7/1/2019	6/30/2021	\$1,330,849.00	\$910,758.59	\$420,090.41	68%	87%
2219WOD001	WIOA - PY19 Dislocated Worker Allocation (July)	7/1/2019	6/30/2021	\$265,659.00	\$242,033.79	\$23,625.21	91%	87%
2219WOD001	WIOA - PY19 Dislocated Worker Allocation (Oct)	7/1/2019	6/30/2021	\$1,098,142.00	\$226,759.97	\$871,382.03	21%	87%
2219WOY001	WIOA - PY19 Youth Allocation	7/1/2019	6/30/2021	\$1,711,066.00	\$977,138.60	\$733,927.40	57%	87%
2220COS002	Skills Development Fund	6/15/2020	6/30/2021	\$115,000.00	\$0.00	\$115,000.00	0%	NA
2220WOR001	WIOA - PY20 Rapid Response	7/1/2020	6/30/2021	\$22,417.00	\$699.40	\$21,717.60	3%	NA
Expires 6/30/2022								
2220WOA001	WIOA - PY20 Adult Allocation (July)	7/1/2020	6/30/2022	\$323,028.00	\$0.00	\$323,028.00	0%	7%
2220WOD001	WIOA - PY20 Dislocated Worker Allocation (July)	7/1/2020	6/30/2022	\$275,893.00	\$0.00	\$275,893.00	0%	7%
2220WOY001	WIOA - PY20 Youth Allocation	7/1/2020	6/30/2022	\$1,726,103.00	\$0.00	\$1,726,103.00	0%	7%
				\$43,890,499.09	\$32,161,351.91	\$11,729,147.18		

WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES
For the Month Ending
July 31, 2020

	FY2019 Amended Budget	Current Expenses	YTD	% Expended
REVENUES				
Grant revenue - federal	38,172,656	2,932,003	28,736,600	75%
Grant revenue - Non federal	30,000	73	2,328	
	38,202,656	2,932,076	28,738,928	75%
EXPENSES				
Oversight & Management				
Salaries and benefits	2,420,151	217,934	2,111,094	87%
Facilities and related expense	163,349	4,302	46,036	28%
Furniture, equipment, & software	76,913	3,664	49,865	65%
General administrative expense	198,382	7,388	86,475	44%
Communication expense	50,000	5,748	36,304	73%
Professional fees and services	122,367	6,037	39,829	33%
Staff development expense	43,500	-	15,551	36%
Travel expense	87,000	-	35,991	41%
Total Oversight & Management Expe	3,161,663	245,074	2,421,145	77%
One Stop Operations				
Facilities and related expense	1,282,801	62,354	588,856	46%
Furniture, equipment, & software	292,594	7,030	282,251	96%
General administrative expense	347,704	8,842	293,204	84%
Communication expense	167,585	12,753	116,814	70%
Professional fees and services	10,500	12,000	2,860	27%
Total One Stop Operations	2,101,185	102,979	1,295,829	62%
Contracted services	32,939,808	2,583,860	25,115,359	76%
Total expense	38,202,656	2,931,913	28,832,332	75%



INFORMATION ONLY

X - 4. Facilities Update

BACKGROUND INFORMATION

Board Professionals will provide update on:

- COVID-19 Facilities Activities & Updates
- Career Center and Board Office Space

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 \$50,000 Approval Required	Comments
No Updates to Report					

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
C2 GPS	Master	Management and Operation of Workforce Centers (and Youth Development Services)	\$8,683,005.60		Year 1 (3 contract renewals)	10/01/19 – 09/30/20
BakerRipley	Master	Direct Child Care Services	\$22,330,377.82	Amendment #1 – To increase the contract budget by \$3,194,316.13	Renewal #2 (of 3 contract renewals)	10/01/19 – 09/30/20
dlo Three Dimensional Development L.L.C.	Master	Outreach Services	\$30,000.00		Renewal #4 (of 4 contract renewals)	10/01/19 – 9/30/20
Unique Employment Services	Master	Temporary Staffing Services	\$3,000,000	Amendment #1 – To amend the contract SOW and increase the budget amount by \$500,000.	Extension #1	10/01/19 – 12/31/20
Citizens for Education Excellence	Master	Texas Internship Initiative	\$91,108.00		Year 1	6/06/19 – 6/05/20
Citizens for Education Excellence	Master	Teacher Externship Program	\$32,800.00		Year 1	2/01/20 – 9/30/20

PROFESSIONAL & CONSULTING SERVICES

Wood, Boykin, & Wolter, P.C.	Master	Legal Services	Per Contract Legal Fees - \$20,000.00		Renewal #4 (of 4 contract renewals)	10/01/19 – 9/30/20
Renee Barry, CPA	Master	Fiscal Review Services (Pre-Award Review of Career Centers Contract)	\$10,560 (plus travel expenses)	Amendment #1 – To amend the initial contract end date from 9/30/19 to the amended end date of 11/30/19.	Year 1	7/26/19 – 12/31/19

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

				Amendment #2 – To amend the contract end date to 12/31/19.		
Gallion Consulting	Master	Document Management & Software & Scanning	\$16,882.56		Renewal #4 (of 4 contract renewals)	1/02/20 – 9/30/20

LEASE AND MOU 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	<u>Early Termination</u> – with 90-day written notice.	Year 3 of 5 Year Lease, Exp: 12/31/22	1/01/20 – 12/31/20
Sunrise CC LLC	Master	Lease Agmt. For Sunrise Mall Center – Corpus Christi	\$14,743.92 per mo., approx. 16,026 sq. ft./\$.92	<u>Early Termination</u> – with 90- day written notice.	Year 3 of 5 Year Lease Exp: 12/31/22	1/01/20 – 12/31/20
Texas Workforce Commission	Master	Building Use Lease Agreement for Staples Center – Corpus Christi	Approx. sq. ft. 22,616			10/01/19 – 9/30/20
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 1 of 3 Year Lease Exp: 9/30/22	10/01/19 – 9/30/20

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

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 3 of 3 Year Lease Exp: 1/31/21	2/01/20 – 1/31/21
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 3 of 3 Year Lease Exp: 4/30/21	5/01/20 – 4/30/21
Brooks County Independent School District	MOU	Agreement	No monthly lease payments. Pay only for telephone and internet service and for signage and fair share of utilities.		Year 2 of 2 Year Agmt. Exp: 8/31/20	9/01/19 – 8/31/20
Aransas ISD	MOU	Lease Agreement	\$350.00 per month			Open Dates

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

OTHER CONTRACTS/AGREEMENTS

Sec Ops, Inc.	Master	Security Guard Services	Per Contract Hourly Rates		Renewal #2 (of 2 contract renewals)	10/01/19 – 9/30/20
Frost Bank	Master	Banking Services	Fee Based		Year #1 (3 contract renewals)	10/01/19 – 9/30/20
The Safeguard System, Inc.	Master	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	\$10,000		Renewal #2 (of 2 contract renewals)	10/01/19 – 9/30/20
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
James C. Wendlandt	Agmt.	Employee (401) Retirement Plan	Fee Based			10/01/19 – 9/30/20
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		Renewal #1 (of 2 contract renewals)	10/01/19 – 9/30/20
County of Kleberg Human Services	Agmt.	Transportation Assistance Services to Kleberg and Kenedy counties.	Not to Exceed \$5,000		Renewal #1 (of 2 contract renewals)	10/01/19 – 9/30/20

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

Valero Payment Services Company	Master	Purchase of Gas Cards for Program Participants	Not to Exceed \$280,000		Year 1 (3 contract renewals)	10/01/19 – 9/30/20
Grunwald Printing Co.	Master	Print Shop and Copy Services	Not to Exceed \$5,000		Renewal #1 (of 1 contract renewal)	10/01/19 – 9/30/20
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	\$16,000.00		Renewal #2 (of 2 contract renewals)	5/01/19 – 9/30/20
United Way of the Coastal Bend	MOU	Volunteer Income Tax Assistance (VITA)	\$3,888.00		Year 1	8/01/18 – 7/31/20
WKMC Architects, Inc.	Master	Certified Space Planning Services			Renewal #1 (of 3 contract renewals)	10/01/19 – 9/30/20
The Clower Company	Agmt.	Commercial Real Estate Brokerage Services	Broker's fees paid by seller/landlord		Renewal #1 (of 2 contract renewals)	1/01/20 – 9/30/20
Joe Adame & Associates, Inc.	Agmt.	Commercial Real Estate Brokerage Services	Broker's fees paid by seller/landlord		Year 1	6/01/19 – 5/31/20
M&Rs Elite Janitorial Solutions, LLC	Master	Janitorial Cleaning Services (Career Centers in Corpus Christi & Sinton)	\$131,520.00		Year 1 (3 contract renewals)	3/01/20 – 9/30/20
Moss Adams, LLC	Master	Information Technology Assessment and Strategic Plan	\$48,980 (plus travel expenses)		Year 1	3/16/20 – 9/30/20
Adaptive Construction Solutions, Inc.	Master	Registered Apprenticeship Training Project	\$186,000		Year 1	8/03/20 – 12/31/20
Texas A&M Engineering Extension Service	Agmt.	COVID-19 Short-Term Training	Reimbursement Per Training Course		Year 1 (1 contract renewal)	8/03/20 – 9/30/20

SUBRECIPIENT/CONTRACTOR LOG 2019-2020

Del Mar College, Center for Economic Development	Agmt.	COVID-19 Short-Term Training	Reimbursement Per Training Course		Year 1 (1 contract renewal)	8/03/20 – 9/30/20
Customer Experience Solutions/Virtual Learning Development	Agmt.	COVID-19 Short-Term Training	Reimbursement Per Training Course		Year 1 (1 contract Renewal)	8/03/20 – 9/30/20

TWC GRANTS & CONTRACTS LOG 2019–2020

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> <p><u>Amendment #3</u> – To extend the grant period end date from 9/30/19 to 12/31/19 and make administrative changes to the contract’s general terms.</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 – 12/31/19
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.</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	\$8,233,000	8/28/17 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<p>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>Amendment #5</u> – To make changes to the SOW project and administrative requirements and to increase the grant amount by \$1,000,000 for a total of \$5,633,000.00</p> <p><u>Amendment #6</u> – To make some revisions to the SOW and administrative requirements and to increase the grant amount by \$1,500,000.</p> <p><u>Amendment #7</u> – To make a change to the</p>	<p>assist with clean-up, recovery, and humanitarian efforts in counties impacted in the Board area.</p>		

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<p>contract end date from 9/30/19 to 12/31/19.</p> <p><u>Amendment #8</u> – To increase the grant award amount by \$441,683.00.</p> <p><u>Amendment #9</u> – To amend the grant period from 12/31/19 to 12/31/20, make revision to the SOW, and administrative requirements, and increase the grant award by \$658,317.</p>			
Workforce Innovation and Opportunity Act - Adult	2218WOA000	<p><u>Amendment #1</u> – 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.</p> <p><u>Amendment #2</u> – To make administrative changes to the Contract General Terms & Conditions and to increase the grant amount by \$5,375.00.</p>	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.	\$2,127,655	07/01/18 – 6/30/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Innovation and Opportunity Act – Dislocated Worker	2218WOD000	<u>Amendment #1</u> - To make revisions to the SOW Project and Financial Administrative requirements.	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	<u>Amendment #1</u> – To make revisions to the SOW project requirements and financial requirements. <u>Amendment #2</u> – To make administrative changes to the Contract General Terms & Conditions and fiscal audit requirements. Additionally, increased the grant amount by \$6,780.00.	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.	\$2,223,418	7/01/18 – 6/30/20
Working Women Resource Coordination Cooperative Agreement for Hurricane Harvey Relief Efforts	2218WDR000	<u>Amendment #2</u> – To amend the grant period to 9/30/20 and make some administrative changes to the contract's SOW and general terms.			2/23/18 - 9/30/20
Child Care Services Formula Allocation	2219CCF000	<u>Amendment #1</u> – 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

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<u>Amendment #2</u> – To make admin. changes to the SOW and financial requirements.			
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
Wagner-Peyser Employment Services	2219WPA000	<u>Amendment #1</u> – To amend grant award amount for the purpose of transferring \$26,000 from the operation grant to salary/longevity to maintain temporary employees. Also, made changes to the administrative requirements. <u>Amendment #2</u> – To add \$23,625 from the Board's unspent TWC State held salary to the ES operating funds.	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.	\$132,848	10/01/18 – 12/31/19
CCDF Quality Improvement Activity	2219CCQ000	<u>Amendment #1</u> – To amend the grant award to change the end date from 10/31/19 to 1/31/2020, make changes to the SOW, administrative requirements and general terms and	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	\$734,010	10/01/18 – 4/30/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<p>conditions. Also, to amend the grant award by adding \$16,856.00 to a total grant ward of \$734,010.00.</p> <p><u>Amendment #2</u> – To amend the grant end date from 1/31/20 to 4/30/20 and make changes to the SOW project requirements.</p>	<p>Add't CC Quality Improvement. Activities - \$148,362</p>		
Trade Act Services for Dislocated Workers	2219TRA000		<p>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.</p>	\$162,942	10/01/18 – 12/31/19
Apprenticeship Texas Expansion Grant	2219ATG000		<p>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.</p>	\$199,100	12/20/18 – 12/19/19
Military Family Support Grant Award	2219WOS001	<p><u>Amendment #1</u> – To amend the SOW requirements. No changes to the grant award amount.</p>	<p>The Military Family Support Pilot Program is a program designed to better meet the needs of military 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,</p>	\$54,704	1/01/19 – 12/31/19

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			and if funding is available, to support training in high-demand occupations.		
Externships for Teachers	2219EXT001		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.	\$147,873	2/22/19 – 2/28/20
Wagner-Peyser Employment Services Reimbursement Fee	2219WPA001	<u>Amendment #001</u> – To make changes to the grant’s standard terms and conditions and payment plan.	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.	\$23,754	3/01/19 – 12/31/19
Workforce Innovation and Opportunity Act - Adult	2219WOA001	<u>Amendment #1</u> – To make changes to the grant’s standard terms and conditions and administrative requirements and increase the grant award amount by \$4,000 to a total amended grant award amount of \$1,634,596.	To provide job seekers and workers with the high-quality career services, education and training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports including education and training for their current workforce.	\$1,634,596	7/01/19 – 6/30/21

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Innovation and Opportunity Act - Dislocated Worker	2219WOD001	<u>Amendment #1</u> – To make changes to the federal award terms and conditions.	To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,363,801	7/01/19 – 6/30/21
Workforce Innovation and Opportunity Act - Youth	2219WOY001	<u>Amendment #1</u> – To increase the grant award amount by \$5,047.00 and make changes to the award terms and conditions and administrative 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-demand industries and occupations, and culminating with good job along a career pathway or enrollment in post-secondary education.	\$1,711,066	7/01/19 – 6/30/21
Women's Entrepreneurship Boot Camp	2219WOS002	<u>(1)Amendment #1</u> – To make changes to the SOW and amend the grant end date from 6/30/20 to 12/31/20.	WFSCB along with its partners, Texas A&M-CC and the United Corpus Christi Chamber of Commerce will deliver a Women's Entrepreneurship Bootcamp branded the Women Empowered (WE) Summit through a full day workshop format that will help 200 aspiring women entrepreneurs and business owners in the 11-county Coastal Bend region create, sustain, or expand a business in Texas and to help existing women-owned businesses gain access to the resources of the TWC and other state agencies. The event is planned for June 2020.	\$58,207	7/01/19 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Innovation and Opportunity Act Rapid Response	2219WOR001	<u>Amendment #1</u> – To make changes to the federal award terms and conditions.	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.	\$22,772	7/01/19 – 6/30/20
Workforce Innovation and Opportunity Act Alternative Funding for Statewide Activities	2219WAF001		The funding allows for services such as implementing innovative programs and strategies designed to meet the needs of all employers, including small employers; developing strategies for effectively serving individuals with barriers to employment and for coordinating programs and services among one-stop partners.	\$812,796	7/15/19 – 8/31/20
Workforce Commission Initiatives	2219WCI000	<u>Amendment 1</u> – To make some administrative changes to the contract. <u>Amendment #2</u> – To change the grant period end date to 1/31/20. <u>Amendment #3</u> – To amend the grant end date from 1/31/20 to 4/30/20 and make changes to the SOW project requirements. <u>(2)Amendment #4</u> – To make changes to the	The purpose of the funds is to fund projects that strengthen and add value to the delivery system in its workforce area.	\$175,586	10/01/18 – 5/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		SOW and amend the end date from 4/30/20 to 5/31/20.			
Texas Internship Initiatives	2219TAN001	<u>Amendment #1</u> – To amend the work plan.	The purpose of the funds is to expand and enhance internship opportunities for the region's youth. Additionally, students will make progress towards an industry-based certification.	\$100,000	6/06/19 – 6/05/20
Child Care Attendance Automation	2219CAA000	<u>Amendment #1</u> – To increase the grant amount by \$516.00 and make administrative changes to the contract standard terms and conditions and admin. requirements.	To provide the needed resources for the statewide implementation of a standardized Child Care Attendance Automation Services.	\$100,853	10/01/18 – 11/30/19
Infrastructure Support Services and Shared Costs Agreement	2220COL001	<u>Amendment #1</u> – To make changes to the cost appendix and add a one-time start-up costs for Beeville. The contract amount was increased by \$51,329.09 to an amended contract amount of \$92,658.09.	To provide the needed infrastructure for the successful integration of the TWC Vocation Rehabilitation (VR) staff at the Board's Workforce Solutions offices.	\$92,658,09	12/09/19 – 10/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<p><u>Amendment #2</u> – To extend the contract through 10/31/20 and make changes to the General Terms & Conditions and SOW.</p>			
Child Care Services Formula Allocation	2220CCF001	<p><u>Amendment #1</u> – To increase grant funds in the amount of \$765,476 and to make revisions to the General Terms & Conditions and Administrative Requirements.</p> <p><u>Unilateral Amendment #2</u> – To make administrative changes and unilaterally amend the grand award to include the COVID-19 Supplemental Distribution to include \$509,836 for Parent Share of Cost and \$439,214 for Essential Care, for a total of \$949,050. The total revised allocation for this grant is \$15,180,699.</p> <p><u>Unilateral Amendment #3</u> – To make administrative changes</p>	<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.</p>	\$18,385,508	10/01/19 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		<p>and unilaterally amend the grant award to include \$3,219,371 for direct care for Frontline Essential Personnel. The total revised allocation for this grant is \$18,400,070.</p> <p>(4)Amendment #4 – To make administrative and financial requirement changes and changes to the project SOW. Also, to amend the grand award by adding in Amendment #3, by 50% to \$1,609,686 and increase Child Care Supplemental Distribution funds by \$1,1548,516 to provide funding for Child Care Enhancement Reimbursement rates. The total amended grant award is reduced to \$17,938,900.</p> <p>(5)Amendment #5 – make revisions to the contract's administrative requirements and to</p>			

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		add \$446,608 to allow the Board to meet current financial obligations. These additional funds can be used for allowable CC Enhanced Reimbursement Rates.			
Texas Department of Family and Protective Services (DFPS)	2220CCP001	Amendment #1 – To make revisions to the General Terms & Conditions.	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.		9/01/19 – 12/31/20
Supplemental Nutrition Assistance Program Employment & Training	2220SNE001	Amendment #1 – To make revisions to the administrative requirements.	The Supplemental Nutrition Assistance Program (SNAP) is designed to assist SNAP recipients obtaining employment through participation in allowable job search, training, education, or workfare activities that promote long-term self-sufficiency.	\$766,164	10/01/19 – 9/30/20
Noncustodial Parent Choices Program	2220NCP001		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	9/01/19 – 9/30/20
Child Care and Development Fund Child Care Local Match	2220CCM001	Amendment #1 – To revise the special federal terms and conditions.	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.	\$1,789,966	10/01/19 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Corpus Christi Building Use Agreement	2220ADM001		To provide the Board with office space. The building has 22,616 square feet of office space located at 520 N. Staples.	\$30,000	10/01/19 – 9/30/20
Wagner-Peyser Employment Services	2220WPA001	(6)Amendment #1 – To make changes to the SOW and administrative requirements and to amend grant amount to include TANF Supplemental Distribution Funds approved by TWC includes \$93,492 to hire temporary staff for mission critical activities as determined by the WFSCB in response to COVID-19. The amended grant award is \$184,129.	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.	\$184,129	10/01/19 – 12/31/20
Child Care Attendance Automation	2220CAA001		To provide the needed resources for the statewide implementation of a standardized Child Care Attendance Automation Services.	\$100,337	10/01/19 – 11/30/20
Trade Act Services for Dislocated Workers	2220TRA001		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.	\$62,412	10/01/19 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Reemployment Services and Eligibility Assessment	2220REA001		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.	\$264,388	10/01/19 – 12/31/20
Workforce Commission Initiatives	2220WCI001	(7)Amendment #1 – To amend the grant period end date from 9/30/20 to 12/31/20 and to make changes to the grant's SOW.	The purpose of the funds is to fund projects that strengthen and add value to the delivery system in its workforce area.	\$75,467	10/01/19 – 12/31/20
CCDF Quality Improvement Activity	2220CCQ001	Amendment #1 – To amend the grand award amount by increasing the total by \$15,622 and revising the award terms and conditions.	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.	\$603,459	10/01/19 – 10/31/2020
Resource Administration Grant	2220RAG001		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.	\$6,923	10/01/19 – 9/30/20
Military Family Support Program	2220WOS001		The Military Family Support Pilot Program is a program designed to better meet the needs of military spouses entering the job market at military installations in Texas. The	\$54,704	01/01/20 – 12/31/20

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			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.		
Board Service Award – Texas Hireability	2220BSA002		This is the grant award recognizing excellence by the Workforce Solutions of the Coastal Bend in the Texas Hireability category.	\$50,000	01/01/20 – 12/31/20
Agency Board Agreement	2220ABA001		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.		02/01/20 – 9/30/22
Agency Board Agreement	VES 20-22		To provide adequate and appropriate facilities, furniture, equipment, computers, office supplies, access to data, technical support, supervisory permissions for the WIT employment system, and other items necessary for TVC employees to provide employment assistance to veterans seeking services.	\$36,000	10/01/19 – 09/30/20
(8)TX-34 - Disaster Recovery Dislocated Worker Grant – COVID – 19	2220 NDW001		Funds to be supplemented resources that provide flexibility to communities in responding to and recovery from unexpected events that cause large-scale job loss that exceed the capacity of the state and local area to address formula resources.	\$73,721	5/05/20 – 3/31/21

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
(9)Skills Development Funds CCOVID -19	2220COS002		To provide training in response to the direct needs of the COVID-19 Pandemic. Training will target the business processes to respond to the needs of COVID-19 related necessities, as well as those businesses that are retooling. Approximately, \$2,000 will be made available per qualifying participants.	\$115,000	6/02/20-6/30/21
(10)COVID-19 Rapid Response Statewide Funds	2220COVID001		To allow for services with the purpose of supporting the planning and delivery of Rapid Response services to Dislocated Workers resulting from lay-offs, Lay-off Aversion activities, and minimize the negative impacts of dislocation of workers, employers, and communities, and carrying out activities to facilitate remote access to services, including training services, technology purchases, the supply of PEE and cleaning and disinfecting supplies.	\$183,256	6/12/20 – 6/30/21
(11)Workforce Innovation and Opportunity Act – Adult	2220WOA001		To provide job seekers and workers with the high-quality career services, education and training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports including education and training for their current workforce.	\$1,644,710	7/01/20 – 6/30/22
(12)Workforce Innovation and Opportunity Act – Youth	2220WOY001		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	\$1,726,103	7/01/20 – 6/30/22

NAME	TWC CONTRACT #	AMENDMENT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
			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.		
(13)TX-34 Disaster Recovery Dislocated Worker Grant – COVID - 19	2220NDW001		Funds to be supplemented resources that provide flexibility to communities in responding to and recovery from unexpected events that cause large-scale job loss that exceed the capacity of the state and local area to address formula resources.	\$73,721	5/05/20 – 3/31/21

- (1)Signed 5/08/20
- (2)Signed 4/30/20
- (3)Unilateral Amendment
- (4)Signed 6/15/20
- (5)Signed 8/06/20
- (6)Signed 4/24/20
- (7)Signed 5/18/20
- (8)Signed 5/05/20
- (9)Signed 6/15/20
- (10)Signed
- (11)Signed 6/19/20
- (12)Signed 6/22/20
- (13)Signed 5/05/20

INFORMATION ONLY

X - 6. Jobs & Employment Report

BACKGROUND INFORMATION

Labor Market Intelligence Update

- Labor Market Information – Local Labor Market Information for July 2020.
 - Labor Market Intelligence Update:

The Coastal Bend Region posted an unemployment rate of 10.3% with over 26,000 workers out of work in July 2020 according to the latest Labor Market Report from the Texas Workforce Commission.

Of the 11 counties in the Coastal Bend, Duval County posted the highest unemployment rate at 13.6% followed by Brooks County at 11.8%.

As many Coastal Bend residents remain out of work, new training opportunities are available to help recently unemployed residents take charge of their future and prepare to get back to work. The Texas Workforce Commission launched the Metrix Online Learning Platform which provides free unlimited access to more than 5,000 courses broken into 30- to 60-minute modules such as Microsoft Office, Adobe, Quickbooks and many more. To sign up today, please visit <https://tx.metrixlearning.com/landing.cfm>.

As a direct result of the COVID-19 Pandemic, Virtual Hiring Events have become more common place in the Coastal Bend. WFSCB's next big Coastal Bend Virtual Hiring Event is scheduled on August 26, 2020 from 8:00 a.m. - 5:00 p.m. Over 30 employers with more than 600 job openings have signed up and are looking to hire with potential job offers being made the day of the event. Some of our valued employers participating include:

Brookdale Senior Living

Corpus Christi Regional Transportation Authority

Goodwill Industries of the Coastal Bend

Gulf Stream Marine

Corpus Christi Independent School District

Truckers World

If you would like to begin your job search now, WorkInTexas.com can help those who are unemployed find a career path 24/7. With over 6,000 jobs available in the Coastal Bend, employers are ready to hire workers today. To learn more about WorkInTexas.com, check out this video from the Texas Workforce Commission.

Workforce Professionals are available and ready to virtually assist customers with their job search from 8:00 a.m. - 5:00 p.m., Monday through Friday. VIRTUAL SERVICES ARE AVAILABLE. Please call or text (361) 882-7491 for assistance.

Visit <https://www.workforcesolutionscb.org/calendar/> as well as our Facebook, Twitter, LinkedIn Pages to get the most up-to-date information on upcoming Virtual Hiring Events in WorkInTexas.com.

- 11-County COVID-19 Economic Reports – First launched in May 2020 to inform the Chief Elected Officials Council of the direct impact that COVID-19 has had in their counties and their workforce.

BACKGROUND

Local labor market information for July 2020 is included on the following pages.

Coastal Bend Workforce Area

(Not Seasonally Adjusted Unemployment Rates by WDA, MSA, & County)

Area	Area Type	Latest Monthly Data July 2020						Previous Monthly Data June 2020				Year Ago July 2019			
		Labor Force	Employment	Unemployment	Rate	M+-	Y+-	Labor Force	Employment	Unemployment	Rate	Labor Force	Employment	Unemployment	Rate
United States	Nation	159,870,000	143,532,000	16,338,000	10.2	-0.9	6.5	157,932,000	142,182,000	17,750,000	11.1	163,373,000	157,346,000	6,027,000	3.7
Texas	State	13,821,40	12,720,317	1,101,083	8.0	-0.4	4.5	13,794,279	12,639,427	1,154,852	8.4	14,042,579	13,555,554	487,025	3.5
Corpus Christi	MSA	201,053	180,934	20,119	10.0	0.2	5.8	200,466	180,820	19,646	9.8	207,702	199,023	8,679	4.2
Coastal Bend	WDA	257,543	230,975	26,568	10.3	0.1	5.6	256,328	230,238	26,090	10.2	263,158	250,899	12,259	4.7
Aransas	County	9,074	8,273	801	8.8	-0.1	4.2	9,029	8,225	804	8.9	9,427	8,992	435	4.6
Bee	County	9,839	8,744	1,095	11.1	-0.4	6.3	9,814	8,689	1,125	11.5	9,740	9,273	467	4.8
Brooks	County	2,627	2,316	311	11.8	0	5.1	2,617	2,309	308	11.8	2,616	2,442	174	6.7
Duval	County	4,968	4,293	675	13.6	0.2	8.7	4,937	4,276	661	13.4	4,948	4,708	240	4.9
Jim Wells	County	17,128	14,730	2,398	14	0.1	8.9	17,040	14,672	2,368	13.9	16,818	15,954	864	5.1
Kenedy	County	183	172	11	6	-0.1	0.7	181	170	11	6.1	207	196	11	5.3
Kleberg	County	13,210	11,957	1,253	9.5	0.1	4.5	13,145	11,913	1,232	9.4	13,138	12,486	652	5
Live Oak	County	5,462	5,037	425	7.8	0.2	4.5	5,430	5,015	415	7.6	5,698	5,508	190	3.3
Nueces	County	162,998	146,819	16,179	9.9	0.2	5.5	162,175	146,407	15,768	9.7	167,471	160,113	7,358	4.4
Refugio	County	3,073	2,792	281	9.1	-0.1	5.1	3,050	2,770	280	9.2	3,144	3,019	125	4
San Patricio	County	28,981	25,842	3,139	10.8	0	5	28,910	25,792	3,118	10.8	29,951	28,208	1,743	5.8

(M+-) Change in unemployment rate from last month (Increase) (Decrease)

(Y+-) Change in unemployment rate from last year (Increase) (Decrease)

- Earnings for all occupations Coastal Bend, expressed as hourly rate (TWC):

Coastal Bend	All Occupations-	Average \$18.35/hr.	Entry level \$8.58/hr.	Experienced workers \$23.24/hr.	Top 10% \$33.56/hr.
Texas	All Occupations-	Average \$20.97/hr.	Entry level \$8.88/hr.	Experienced workers \$ 27.02/hr.	Top 10% \$39.64/hr.

- Educational Attainment for population 25 years of age and older - Corpus Christi (Census American Fact Finder/American Community Survey):

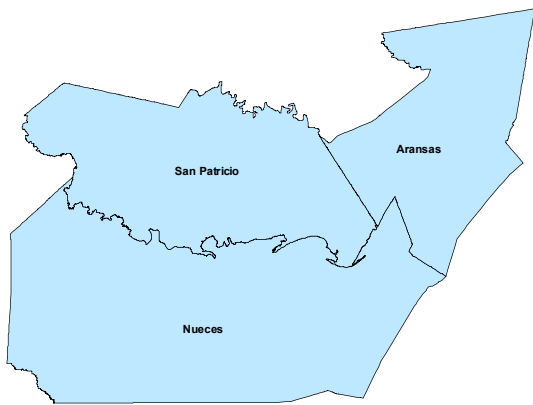
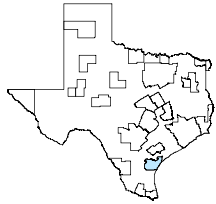
Less than 9th grade	8.7%	12th grade & GED	27.7%	Associates degree	7.0%	Graduate or Professional degrees	8.4%
9th thru 11th grade	9.3%	Some College	25.1%	Bachelors degree	13.8%		

- Median earnings Corpus Christi by education for persons 25 years of age & up (Census AFF/ACS): **\$27,211** (\$36,380 male/ \$22,328 female)

Less than High School	\$15,437	Some College or Associates	\$28,739	Graduate or Professional	\$56,681
High School & GED	\$26,818	Bachelor's	\$44,078		

Corpus Christi MSA

July 2020



MSA Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	201,053	200,114	206,849	-5,796
Employed	180,934	180,424	197,313	-16,379
Unemployed	20,119	19,690	9,536	10,583
Unemployment Rate	10.0%	9.8%	4.6%	5.4%

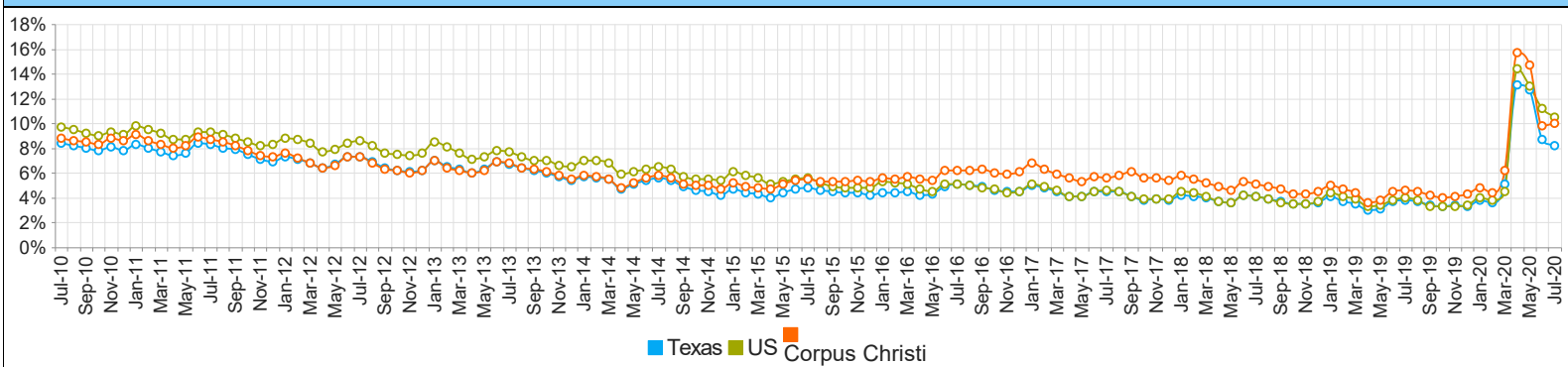
Texas Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	13,846,028	13,804,456	14,064,960	-218,932
Employed	12,705,927	12,606,499	13,524,473	-818,546
Unemployed	1,140,101	1,197,957	540,487	599,614
Unemployment Rate	8.2%	8.7%	3.8%	4.4%

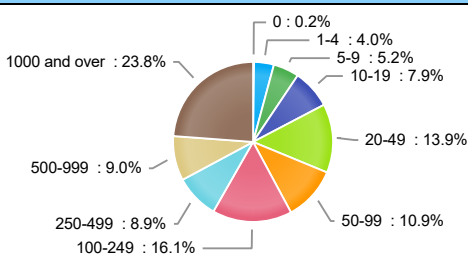
US Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	161,374,000	160,883,000	164,941,000	-3,567,000
Employed	144,492,000	142,811,000	158,385,000	-13,893,000
Unemployed	16,882,000	18,072,000	6,556,000	10,326,000
Unemployment Rate	10.5%	11.2%	4.0%	6.5%

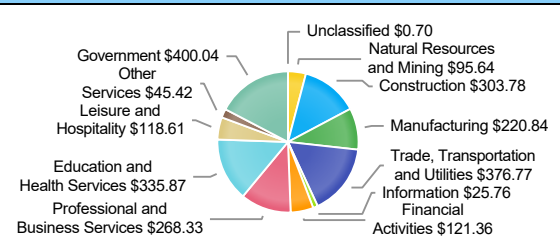
Historical Unemployment Rates



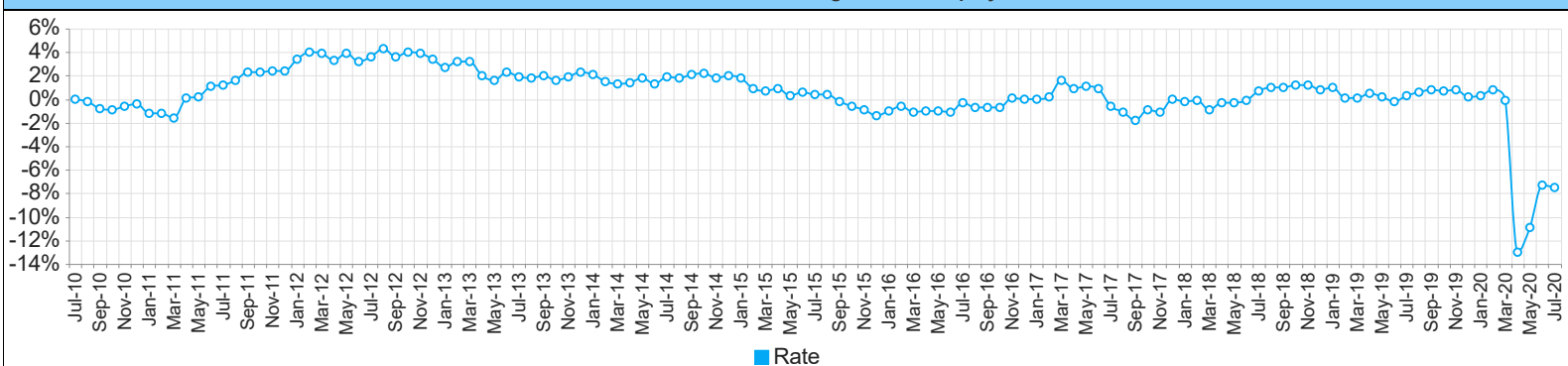
Employment by Size Class (1st Quarter 2020)



Wages by Industry (in millions) (1st Quarter 2020)



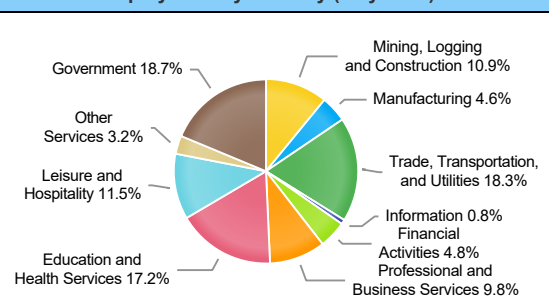
Annual Growth Rate Total Non-agricultural employment



Employment by Industry (July 2020)

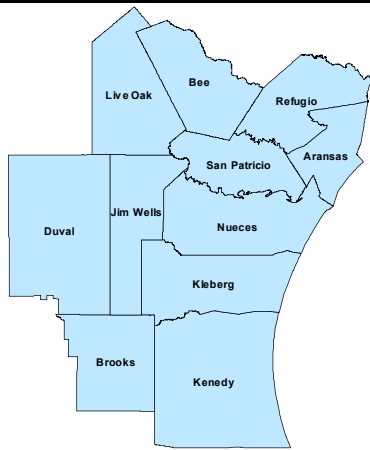
Industry	Current Month Employment	% Monthly Change	% Yearly Change
Total Nonfarm	178,800	-0.9%	-7.5%
Mining, Logging and Construction	19,500	1.0%	-19.4%
Manufacturing	8,300	1.2%	-2.4%
Trade, Transportation, and Utilities	32,700	-1.2%	-0.9%
Information	1,500	0.0%	0.0%
Financial Activities	8,600	2.4%	0.0%
Professional and Business Services	17,600	2.3%	-4.3%
Education and Health Services	30,800	0.0%	-4.3%
Leisure and Hospitality	20,600	-6.4%	-25.9%
Other Services	5,700	0.0%	-9.5%
Government	33,500	-2.0%	2.4%

Employment by Industry (July 2020)



Coastal Bend Workforce Development Area

July 2020



WDA Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	257,543	256,328	263,158	-5,615
Employed	230,975	230,238	250,899	-19,924
Unemployed	26,568	26,090	12,259	14,309
Unemployment Rate	10.3%	10.2%	4.7%	5.6%

Texas Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	13,846,028	13,804,456	14,064,960	-218,932
Employed	12,705,927	12,606,499	13,524,473	-818,546
Unemployed	1,140,101	1,197,957	540,487	599,614
Unemployment Rate	8.2%	8.7%	3.8%	4.4%

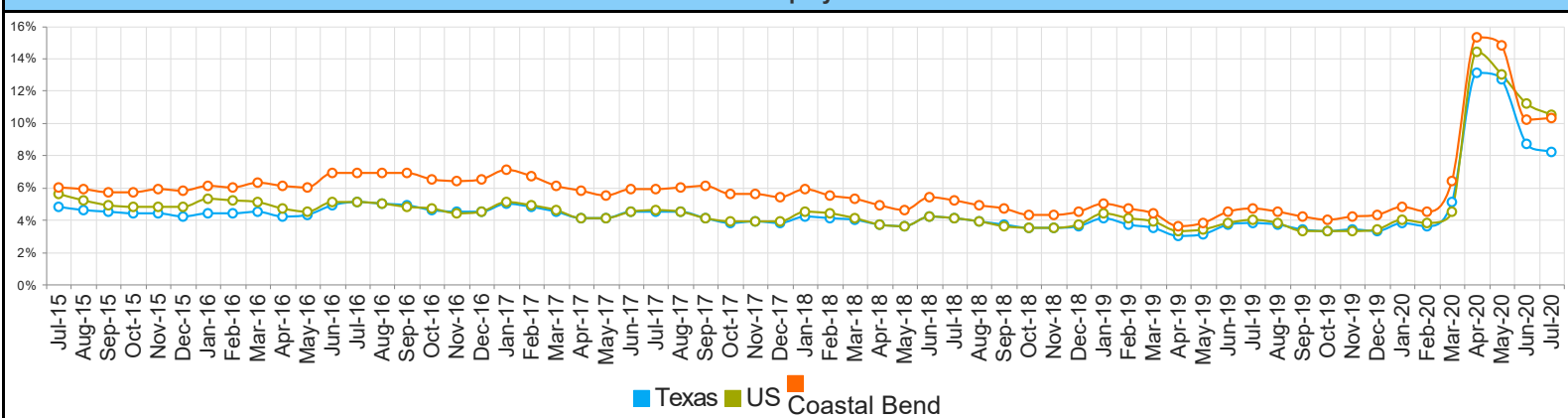
US Labor Force Statistics

	Jul-20	Jun-20	Jul-19	Yearly Change
Civilian Labor Force	161,374,000	160,883,000	164,941,000	-3,567,000
Employed	144,492,000	142,811,000	158,385,000	-13,893,000
Unemployed	16,882,000	18,072,000	6,556,000	10,326,000
Unemployment Rate	10.5%	11.2%	4.0%	6.5%

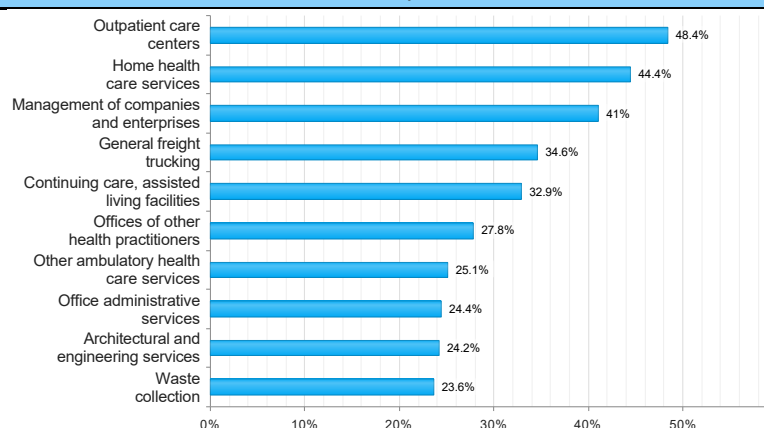
Continued Claims for the Week of the 12th

	Jul-20	Jun-20	Jul-19	Yearly Change
WDA	21,873	20,217	2,549	19,324
Texas	921,678	934,261	104,232	817,446

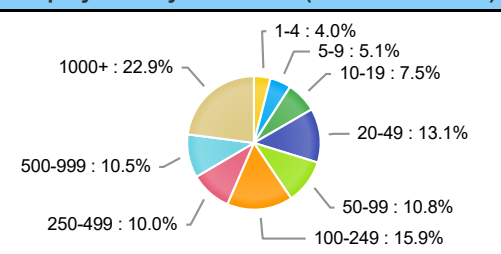
Historical Unemployment Rates



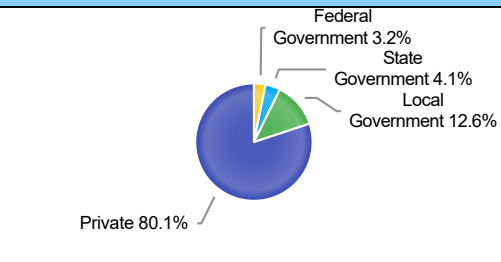
Projected Top Ten Fastest Growing Industries in WDA (% Growth 2016-2026)



Employment by Size Class (1st Quarter 2020)



Employment by Ownership (1st Quarter 2020)



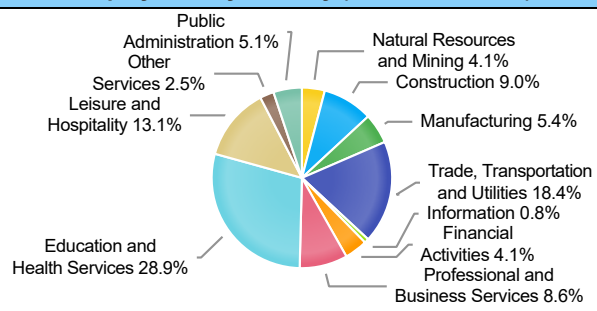
Average Weekly Wage (1st Quarter 2020)

	Q1 2020	Q4 2019	Q1 2019	Quarterly Change	Yearly Change
WDA	\$935	\$960	\$918	-\$25	\$17
Texas	\$1,232	\$1,187	\$1,204	\$45	\$28
US	\$1,222	\$1,185	\$1,183	\$37	\$39

Employment by Industry (1st Quarter 2020, Percent Change)

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Natural Resources and Mining	9,756	4.1%	-7.0%	-12.3%
Construction	21,244	9.0%	-8.4%	-7.9%
Manufacturing	12,838	5.4%	0.5%	3.2%
Trade, Transportation and Utilities	43,351	18.4%	-0.3%	1.6%
Information	1,886	0.8%	-1.4%	-1.3%
Financial Activities	9,736	4.1%	-3.2%	-3.3%
Professional and Business Services	20,271	8.6%	-0.4%	-2.1%
Education and Health Services	68,298	28.9%	-0.6%	1.3%
Leisure and Hospitality	30,898	13.1%	-1.3%	0.0%
Other Services	5,788	2.5%	-0.6%	-1.2%
Public Administration	11,979	5.1%	-0.3%	2.0%

Employment by Industry (1st Quarter 2020)



INFORMATION ONLY

X - 7. Performance Measure Update

BACKGROUND INFORMATION

Performance Update (June 2020 Final Release)

Summary

June 2020 Final Release Monthly Performance Report (MPR) has Workforce Solutions of the Coastal Bend exceeding two (2) measures, meeting eight (8) and not meeting five (5).

Board Contract Year 2020, ten (10) of the fifteen (15) measures are meeting or exceeding; five (5) measures not meeting on a Year-to-Date Performance Period. The measure criteria for BCY20 incentives have not been published. **Quartile 3.**

Explanation of Measures in **Negative Performance** for BCY 20

Performance Measure	Current Num/Den	Current % of Target	<u>Action Plan to improve to MP Status</u>
Credential Rate – C&T Participants	105/217	80.65%	As performance for BCY 20 nears closeout, final denominator reviews are being conducted for all 4 credential measures in negative performance. This review is to follow up on any credential attainments or exclusions that may have been missed. If identified, the data will be entered into TWIST with the supporting documentation and a DINT will be requested with TWC to ensure these cases are counted in our numerator. Furthermore, implementation of a closeout checklist by C2 will be shared with all staff which will assist in staff awareness of each case/customer who is closed out without successful attainment of credential attainment or employment and how this impact our BCY 21 performance. As these cases are identified by both management and staff, review of the expected follow up services necessary to ensure these customers obtain a successful completion.
Credential Rate – Adult	50/87	79.38%	
Credential Rate - DW	28/47	76.67%	
Credential Rate - Youth	18/48	82.42%	

Special Note: COVID-19 Impact for BCY 20

The following performance measures may be impacted by COVID-19 protocols that were implemented to ensure compliance with guidance from State and Federal authorities/entities.

1. Choices Full Work Rate - All Family Total
2. Avg # Children Served Per Day - Combined
3. Claimant Reemployment within 10 Weeks
4. # of Employers Receiving Workforce Assistance

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 - Greater than 105%	+P - Meeting performance - Greater than 110%
MP - Meeting performance - Greater than 97.5% and Equal to or Less than 105%	MP - Meeting performance - Greater than 95% and Equal to or Less than 110%
MP - Meeting at Risk - Equal to or Greater than 95% and Equal to or Less than 97.5%	MP - Meeting at Risk - Equal to or Greater than 90% and Equal to or Less than 95%
-P - Not meeting performance - Less than 95%	-P - Not meeting performance - Less than 90%
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

N/A Claimant Reemployment Within 10 Weeks

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

N/A # of Employers Receiving Workforce Assistance

The number of employer reporting units served.

Special Note: In August 2019, TWC implemented a replacement for its WorkInTexas.com online labor exchange system. Unfortunately, TWC is currently unable to connect employer service data across the old and new systems, which prevents us from accurately reporting performance at this time. When the issue is resolved, we will begin reporting this measure again.

Program Participation Measures

MP 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 Average Number of Units of Low Income, Transitional, Homelessness, Choices, TANF Applicant, SNAP E&T, and Former DFPS Child Care paid for or subsidized by CCDF or Title XX funds during the performance period.

Special Note: In April 2020, TWC started a special short-term, COVID-19-related childcare program to serve the children of Essential Workers who might not normally qualify for subsidized childcare. Because this was a limited program that provided 3 months of care to all enrolled children of Essential Workers (regardless of the day they started care), TWC is reporting this data as the unduplicated number of children served through the program rather than the number per day.

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.

+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

WIOA Outcome Measures

-P 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

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

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

MP 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

MP 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

AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

FINAL RELEASE
As Originally Published 8/7/2020

JUNE 2020 REPORT

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-Combined	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						
	Clmnt ReEmpl within 10 Weeks	Emplyrs Rcvg Wkfc Assist																					
Alamo	n/a	n/a	88.50%	98.83%	103.49%	102.86%	113.60%	124.52%	103.08%	99.72%	n/a	96.62%	100.09%	92.45%	n/a	105.27%	96.17%	99.28%	110.43%	3	11	1	93%
Borderplex	n/a	n/a	77.02%	94.29%	99.32%	99.99%	111.39%	132.08%	102.94%	96.58%	n/a	107.28%	99.09%	99.38%	n/a	100.67%	91.70%	95.01%	144.68%	3	10	2	87%
Brazos Valley	n/a	n/a	96.38%	94.58%	99.80%	99.11%	106.04%	114.38%	88.98%	94.57%	n/a	82.24%	105.86%	111.57%	n/a	115.13%	122.95%	94.88%	104.17%	5	7	3	80%
Cameron	n/a	n/a	82.88%	106.69%	108.99%	100.83%	110.28%	142.28%	94.66%	94.55%	n/a	105.17%	102.68%	90.53%	n/a	97.78%	96.17%	95.25%	78.10%	4	9	2	87%
Capital Area	n/a	n/a	75.18%	98.15%	105.30%	103.73%	112.28%	130.73%	107.26%	95.13%	n/a	111.70%	106.30%	98.57%	n/a	108.38%	112.95%	104.51%	107.59%	5	9	1	93%
Central Texas	n/a	n/a	92.82%	98.07%	94.55%	99.87%	106.62%	108.92%	103.36%	104.41%	n/a	128.91%	109.64%	92.90%	n/a	106.57%	93.19%	90.05%	97.38%	3	10	2	87%
Coastal Bend	n/a	n/a	74.64%	104.89%	102.46%	100.92%	112.62%	80.65%	110.06%	99.29%	n/a	79.38%	97.60%	99.50%	n/a	76.67%	99.03%	95.50%	82.42%	2	8	5	67%
Concho Valley	n/a	n/a	72.80%	97.63%	104.52%	99.54%	102.47%	136.37%	90.25%	101.56%	n/a	101.49%	121.91%	97.69%	n/a	112.99%	110.18%	91.71%	74.63%	4	9	2	87%
Dallas	n/a	n/a	76.74%	99.21%	101.33%	101.54%	109.99%	131.18%	93.22%	93.78%	n/a	106.98%	98.19%	95.72%	n/a	95.73%	97.65%	98.14%	119.72%	3	11	1	93%
Deep East	n/a	n/a	72.24%	96.89%	101.97%	98.64%	110.26%	139.67%	91.91%	90.73%	n/a	90.65%	90.84%	90.50%	n/a	117.11%	99.78%	99.06%	92.58%	3	11	1	93%
East Texas	n/a	n/a	76.38%	92.52%	103.20%	100.52%	106.32%	127.67%	103.98%	99.00%	n/a	94.26%	94.70%	99.86%	n/a	106.51%	103.40%	108.49%	111.04%	3	10	2	87%
Golden Cresce	n/a	n/a	96.56%	97.07%	109.84%	104.36%	116.66%	126.40%	104.97%	95.61%	n/a	97.35%	102.88%	97.92%	n/a	96.61%	90.08%	120.21%	152.44%	5	10	0	100%
Gulf Coast	n/a	n/a	76.34%	94.28%	96.01%	98.81%	107.81%	106.67%	96.68%	92.87%	n/a	90.70%	88.72%	82.26%	n/a	78.72%	94.89%	97.53%	127.85%	3	7	5	67%
Heart of Texas	n/a	n/a	83.88%	95.39%	104.68%	100.89%	104.37%	111.93%	107.78%	122.56%	n/a	89.49%	103.12%	113.88%	n/a	69.44%	111.72%	103.14%	80.37%	4	7	4	73%
Lower Rio	n/a	n/a	87.00%	102.18%	108.51%	98.58%	109.63%	135.83%	95.87%	98.65%	n/a	107.05%	98.90%	97.93%	n/a	98.29%	95.23%	101.39%	88.70%	3	10	2	87%
Middle Rio	n/a	n/a	69.16%	100.41%	103.93%	97.19%	101.68%	138.25%	94.02%	94.01%	n/a	92.57%	118.06%	105.27%	n/a	74.08%	98.35%	91.56%	123.90%	3	10	2	87%
North Central	n/a	n/a	74.70%	97.43%	97.23%	103.01%	118.29%	113.48%	98.66%	97.40%	n/a	89.58%	97.46%	96.32%	n/a	94.36%	103.86%	108.38%	124.77%	3	10	2	87%
North East	n/a	n/a	74.06%	100.62%	99.17%	100.95%	105.86%	122.15%	107.59%	110.90%	n/a	112.87%	98.96%	103.08%	n/a	75.17%	106.81%	91.13%	102.73%	4	9	2	87%
North Texas	n/a	n/a	67.24%	96.67%	100.00%	101.67%	103.93%	144.73%	100.00%	99.32%	n/a	117.40%	100.00%	111.11%	n/a	57.01%	87.82%	111.02%	105.75%	4	8	3	80%
Panhandle	n/a	n/a	98.92%	97.59%	104.49%	101.98%	108.63%	138.07%	108.90%	103.44%	n/a	96.44%	109.04%	110.11%	n/a	120.05%	96.50%	113.34%	100.19%	5	10	0	100%
Permian Basin	n/a	n/a	73.72%	99.28%	106.16%	100.04%	107.29%	122.22%	89.08%	83.52%	n/a	96.10%	116.32%	97.22%	n/a	91.79%	109.78%	122.55%	73.25%	5	6	4	73%
Rural Capital	n/a	n/a	79.68%	97.84%	105.32%	105.04%	114.63%	137.88%	101.17%	102.51%	n/a	108.57%	107.32%	101.44%	n/a	111.11%	100.68%	102.33%	122.73%	6	8	1	93%
South Plains	n/a	n/a	63.38%	105.27%	102.71%	99.15%	107.77%	145.83%	110.49%	108.05%	n/a	97.57%	121.00%	105.69%	n/a	106.28%	116.43%	125.23%	137.76%	8	6	1	93%
South Texas	n/a	n/a	82.38%	97.82%	97.99%	100.88%	94.68%	155.17%	95.86%	112.31%	n/a	107.72%	114.42%	111.73%	n/a	131.58%	126.92%	120.21%	115.58%	8	5	2	87%
Southeast	n/a	n/a	64.26%	98.19%	105.61%	99.61%	105.09%	120.62%	106.83%	103.21%	n/a	103.59%	101.89%	100.61%	n/a	121.86%	94.80%	96.61%	111.04%	5	9	1	93%
Tarrant	n/a	n/a	70.14%	97.03%	102.54%	102.45%	114.69%	128.02%	98.14%	94.01%	n/a	91.66%	91.10%	96.28%	n/a	88.19%	89.58%	92.64%	75.68%	2	9	4	73%
Texoma	n/a	n/a	71.00%	102.80%	103.58%	102.87%	105.41%	135.62%	102.71%	106.38%	n/a	101.79%	114.42%	111.11%	n/a	120.00%	100.71%	96.47%	94.53%	5	9	1	93%
West Central	n/a	n/a	76.48%	100.06%	98.77%	98.79%	105.10%	117.12%	100.26%	81.96%	n/a	90.05%	105.06%	83.48%	n/a	111.11%	104.08%	106.72%	109.89%	3	9	3	80%
+P	0	0	0	2	7	1	23	27	2	3	0	4	6	6	0	9	6	6	12				114
MP	0	0	3	22	20	27	4	0	24	23	0	20	21	20	0	12	20	22	9				247
-P	0	0	25	4	1	0	1	1	2	2	0	4	1	2	0	7	2	0	7				59
% MP & +P	N/A	N/A	11%	86%	96%	100%	96%	96%	93%	93%	N/A	86%	96%	93%	N/A	75%	93%	100%	75%				86%
From			10/19	10/19	7/18	1/18	7/18	1/18	7/18	1/18		1/18	7/18	1/18		1/18	7/18	1/18	1/18				From
To			6/20	6/20	6/19	12/18	6/19	12/18	6/19	12/18		12/18	6/19	12/18		12/18	6/19	12/18	12/18				To

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **COASTAL BEND**

FINAL RELEASE
As Originally Published 8/7/2020
JUNE 2020 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		2	8	5	66.67%											
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	n/a	n/a	n/a	59.42%	N/L	N/L	63.81%	N/L	N/L	N/L	N/L	N/L	N/L	7/19	3/20
1	# of Employers Receiving Workforce Assistance	N/L	N/L	----	----	N/L	N/L	3,603	N/L	N/L	N/L	N/L	N/L	N/L	10/19	6/20

1. In August 2019, TWC implemented a replacement for its WorkInTexas.com online labor exchange system. Unfortunately, TWC is currently unable to connect employer service data across the old and new systems, which prevents us from accurately reporting performance at this time. When the issue is resolved, we will begin reporting this measure again.

Program Participation Measures

TWC 2	Choices Full Work Rate - All Family Total	-P	74.64%	50.00%	50.00%	37.32%	59.23%	54.02%	36	100	50.22%	45.84%	15.92%		10/19	6/20
TWC 3	Avg # Children Served Per Day - Combined	MP	104.89%	2,967	2,967	3,112	2,834	2,302	609,872	196	2,946	3,209	3,183		10/19	6/20
3	# of EWC Children Served	---	----	----	----	526	n/a	n/a	----	----	----	----	----	----	4/20	6/20

3. In April 2020, TWC started a special short-term, COVID-19-related child care program to serve the children of Essential Workers who might not normally qualify for subsidized child care. Because this was a limited program that provided 3 months of care to all enrolled children of Essential Workers (regardless of the day they started care), TWC is reporting this data as the unduplicated number of children served through the program rather than the number per day.

WIOA Outcome Measures

LBB-K	Employed/Enrolled Q2 Post Exit – C&T Participants	MP	102.46%	69.00%	69.00%	70.70%	69.00%	68.48%	9,647	13,645	69.70%	70.04%	72.11%	71.05%	7/18	6/19
LBB-K	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	MP	100.92%	84.00%	84.00%	84.77%	85.21%	84.35%	8,347	9,847	84.76%	85.33%	85.83%	82.98%	1/18	12/18
TWC	Median Earnings Q2 Post Exit – C&T Participants	+P	112.62%	\$5,433.00	\$5,433.00	\$6,118.59	\$5,669.16	\$5,514.25	n/a	9,103	\$5,734.81	\$5,750.98	\$6,324.82	\$6,582.99	7/18	6/19
LBB-K	Credential Rate – C&T Participants	-P	80.65%	60.00%	60.00%	48.39%	61.69%	54.88%	105	217	58.33%	53.97%	48.48%	34.62%	1/18	12/18
DOL-C	Employed Q2 Post Exit – Adult	+P	110.06%	78.80%	78.80%	86.73%	74.13%	80.52%	392	452	91.43%	80.65%	78.95%	88.51%	7/18	6/19
DOL-C	Employed Q4 Post Exit – Adult	MP	99.29%	80.10%	80.10%	79.53%	76.34%	83.19%	272	342	68.49%	74.63%	88.57%	77.42%	1/18	12/18
DOL-C	Median Earnings Q2 Post Exit – Adult	---	----	----	----	\$11,230.06	\$7,948.25	\$7,880.54	n/a	389	\$12,741.97	\$5,094.98	\$5,490.13	\$13,396.56	7/18	6/19
DOL-C	Credential Rate – Adult	-P	79.38%	72.40%	72.40%	57.47%	60.49%	44.27%	50	87	72.22%	68.18%	48.28%	44.44%	1/18	12/18
DOL-C	Employed Q2 Post Exit – DW	MP	97.60%	79.20%	79.20%	77.30%	80.19%	82.16%	143	185	74.07%	77.27%	72.73%	86.05%	7/18	6/19
DOL-C	Employed Q4 Post Exit – DW	MP	99.50%	80.50%	80.50%	80.10%	79.43%	83.24%	157	196	81.40%	83.64%	81.48%	72.73%	1/18	12/18

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BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

FINAL RELEASE
As Originally Published 8/7/2020

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JUNE 2020 REPORT

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WIOA Outcome Measures

DOL-C	Median Earnings Q2 Post Exit – DW	---	-----	-----	-----	\$7,745.68	\$7,859.47	\$8,383.75	n/a 142		\$8,722.65	\$6,617.64	\$7,070.82	\$7,599.38	7/18	6/19
DOL-C	Credential Rate – DW	-P	76.67%	77.70%	77.70%	59.57%	73.08%	74.00%	28 47		87.50%	69.23%	50.00%	41.67%	1/18	12/18
DOL-C	Employed/Enrolled Q2 Post Exit – Youth	MP	99.03%	73.20%	73.20%	72.49%	68.49%	68.18%	195 269		67.14%	79.31%	81.03%	66.27%	7/18	6/19
DOL-C	Employed/Enrolled Q4 Post Exit – Youth	MP	95.50%	71.30%	71.30%	68.09%	69.27%	66.12%	160 235		67.35%	67.24%	72.86%	63.79%	1/18	12/18
DOL-C	Credential Rate – Youth	-P	82.42%	45.50%	45.50%	37.50%	50.00%	55.13%	18 48		40.00%	43.75%	40.00%	25.00%	1/18	12/18

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1	# of Employers Receiving Workforce Assistance	N/L	N/L	----	----	N/L	N/L	3,603	N/L	N/L	N/L	N/L	N/L	N/L	10/19	6/20

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3	# of EWC Children Served	---	----	----	----	526	n/a	n/a	----	----	----	----	----		4/20	6/20

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TWC	Median Earnings Q2 Post Exit – C&T Participants	+P	112.62%	\$5,433.00	\$5,433.00	\$6,118.59	\$5,669.16	\$5,514.25	n/a	9,103	\$5,734.81	\$5,750.98	\$6,324.82	\$6,582.99	7/18	6/19
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DOL-C	Credential Rate – Adult	-P	79.38%	72.40%	72.40%	57.47%	60.49%	44.27%	50	87	72.22%	68.18%	48.28%	44.44%	1/18	12/18
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BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

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JUNE 2020 REPORT

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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.