



WORKFORCE SOLUTIONS
of the Coastal Bend

Child Care Services Committee Meeting

**November 10, 2020
3:00 pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/83423983277?pwd=OSs3MUFFcGNTOfQ3RGc0bzNndnlmZz09>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 834 2398 3277

Passcode: 725366

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.



Child Care Services Committee Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/83423983277?pwd=OSs3MUFFcGNTOfQ3RGc0bzNndnlmZz09>

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November 10, 2020 – 3:00 pm

AGENDA

Page

I. Call to Order: <i>Marcia Keener, Chair</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. Discussion and Possible Action on Minutes of the September 1, 2020 Child Care Services Committee Meeting.....	4-6
VI. Information Only:	
1. Summary of Child Care Performance for the Fourth Quarter of BCY 2020: <i>Denise Woodson</i>	7
2. Summary of Child Care Performance for the Month of October of the First Quarter of BCY 2021: <i>Denise Woodson</i>	8-14
3. Action Plan for Child Care Performance for the Remainder of the First Quarter of BCY 2021: <i>Denise Woodson</i>	15-21
4. Child Care Customer Service Portal: <i>Denise Woodson</i>	22
5. Update on Child Care Quality Program Activities: <i>Christina Miller</i>	23
VII. Adjournment	

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

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

**Child Care Services Committee
Roll Call Roster
November 10, 2020**

_____ Marcia Keener, Chair

_____ Mary Afuso

_____ Mary Gleason

_____ Sara Garza

_____ Ed Sample

_____ Catrina Wilson

Signed

Printed Name

MINUTES

Workforce Solutions of the Coastal Bend - Child Care Services Committee Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/82879168892?pwd=TnFQZmZiZmZlZGlhcEZqaTVETEcvUT09>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 828 7916 8892

Passcode: 350298

September 1, 2020 – 3:00 pm

Committee Members

Present

Marcia Keener, Chair
Mary Gleason
Catrina Wilson
Ed Sample

Absent

Mary Afuso
Sara Garza

Others Present

Ken Trevino, Workforce Solutions
Amy Villarreal, Workforce Solutions
Shileen Lee, Workforce Solutions
Denise Woodson, Workforce Solutions
Christina Miller, Workforce Solutions
Vicki Stonum, Workforce Solutions
Paula Trevino, Workforce Solutions
Valerie De La Cruz, Workforce Solutions
Heather Cleverley, Workforce Solutions
Janet Neely, Workforce Solutions
Larry Peterson, Workforce Solutions
Missy Morrison, Workforce Solutions
Neil Hanson, BakerRipley
Kenia Dimas, BakerRipley
Isabel Gonzales, BakerRipley

Other Board Members Present:

Gloria Perez
Victor Gonzalez, Jr.

I. Call to Order

Ms. Keener called the meeting to order at 3:00 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. Discussion and Possible Action on Minutes of the May 5, 2020 Child Care Services Committee Meeting

Ms. Wilson moved to approve the minutes of the May 5, 2020 Child Care Services Committee meeting. The motion was seconded by Dr. Gleason and passed.

VI. Organizational/Operational Update from President/CEO or COO

Mr. Trevino stated that this was on all the Committee Agenda's so that we could address anything organizationally in the times we are in. Mr. Trevino expressed his gratitude in his heart for the team members and service providers that we have in place. Without those things and without all the work that has occurred over the past years we would not have been able to accomplish what we have

accomplished in this time period and that does not go unnoticed. Mr. Trevino would like to mention while we have had this break through the summer, where we have not spoken since May 5, the team has been hard at work. Mr. Trevino stated at the Executive/Finance and Board of Directors meetings we will bring the Facilities and more to cover.

VII. Discussion and Possible Action on Policy #4.3.100.05 – Child Care Eligibility

1. Policy #4.3.100.05 – Child Care Eligibility

Ms. Woodson provided information on revisions to Policy #4.3.100.05 – Child Care Eligibility (included on pages 6-14 of the September 1 agenda packet).

Mr. Sample moved to recommend to the Board of Directors approval of revisions to Policy #4.3.100.05 – Child Care Eligibility. The motion was seconded by Dr. Gleason and passed.

VIII. Discussion and Possible Action on the Purchase of Outdoor Learning Environments

Ms. Woodson provided information on the benefits of the Outdoor Learning Environments and the fact that it allows the Centers to bring the classroom learning outside to allow the children a different environment for learning. The following locations will receive the equipment Alice, Beeville, Sinton and Corpus Christi.

Dr. Gleason moved to recommend to the Board of Directors to approve the purchase of Outdoor Learning Environments. The motion was seconded by Mr. Sample and passed.

IX. Information Only:

1. *Summary of Child Care Performance for the Third Quarter of BCY 2020*

Ms. Woodson provided a summary of Child Care performance for the third quarter of BCY 2020 (included on page 18 of the September 1 agenda packet).

2. *Summary of Child Care Performance for the Months of July and August of the Fourth Quarter of BCY 2020*

Ms. Woodson provided a summary of Child Care performance for the months of July and August of the fourth quarter of BCY 2020 (included on pages 19-24 of the September 1 agenda packet). Ms. Villarreal and Ms. Lee provided additional information.

3. *Impact of COVID-19 Pandemic Public Health Crisis on Child Care Centers – (Closures)*

Ms. Woodson provided information on the impact of COVID-19 pandemic public health crisis on Child Care Centers – (Closures) (included on page 25 of the September 1 agenda packet).

4. *COVID-19 Pandemic – Parent Share of Cost (PSC) Fees*

Ms. Woodson provided information on the COVID-19 Pandemic – Parent Share of Cost (PSC) Fees (included on page 26 of the September 1 agenda packet).

5. *COVID-19 Essential Worker Emergency Child Care Services and Enrollment*

Ms. Woodson provided information on the COVID-19 Essential Worker Emergency Child Care Services and Enrollment (included on page 27 of the September 1 agenda packet).

6. *Cleaning Supplies distribution Update*

Ms. Miller provided an update on the cleaning supplies distribution (included on page 28 of the September 1 agenda packet).

7. Provider Responses from Listening Sessions

Ms. Miller provided information on the provider responses from listening sessions (included on page 29 of the September 1 agenda packet).

Ms. Keener thanked Ms. Woodson and Ms. Miller for their reports. Ms. Keener recognized all the staff and BakerRipley staff for their work that they have been doing during this interesting time.

X. Adjournment

The meeting adjourned at 4:11 pm.

INFORMATION ONLY

VI - 1. Summary of Child Care Performance for the Fourth Quarter of BCY 2020

BACKGROUND

Board staff will summarize child care performance for the fourth quarter of BCY2020. Attached are charts indicating actual enrollments, expenditures, and monthly performance measures for the fourth quarter of BCY2020.

INFORMATION ONLY

VI - 2. Summary of Child Care Performance for the Month of October of the First Quarter of BCY 2021

BACKGROUND

Board staff will summarize child care performance for the month of October of the first quarter of BCY2021. Attached are charts indicating actual enrollments, expenditures, and monthly performance measures for October 2020.

FY2020 - Direct Child Care Forecast
October 2020 as of Oct 01 2020

DESCRIPTION	CONTRACT	Start Date	End Date	BUDGET AMOUNT	AMOUNT EXPENDED As of 10-01-2020	BALANCE	PROJECTED UNPAID CLAIMS	SURPLUS / DEFICIT	Annual Performance Potential	Assumptions
CCC	2219CCC000	10/1/2018	12/31/2019	\$ -	\$ -	\$ -	\$ 84,432	\$ 3,406,191	239	
CCC	2220CCC001	10/1/2019	10/31/2020	\$ 4,889,020	\$ 1,398,397	\$ 3,490,623				
CCF	2219CCF000	10/1/2018	12/31/2019	\$ 410,249	\$ 11,404	\$ 398,845	\$ 966,651	\$ (241,569)	2,719	
CCF	2220CCF001	10/1/2019	10/31/2020	\$ 10,448,820	\$ 10,122,583	\$ 326,237				
Sub Total - Formula Funds				\$ 15,748,089	\$ 11,532,384	\$ 4,215,704	\$ 1,051,083	\$ 3,164,621	2,958	

Coastal Bend College	19192C04	11/1/2018	12/31/2019	\$ 194,851	\$ 194,851	\$ -				
City of Corpus Christi	19192C05	11/1/2018	12/31/2019	\$ 596,474	\$ 596,474	\$ -				
Del Mar College	19192C06	11/1/2018	12/31/2019	\$ 370,736	\$ 370,736	\$ -				
Texas A&M University-Kingsville	19192C07	11/1/2018	12/31/2019	\$ 214,840	\$ 214,840	\$ -				
Texas A&M University-Corpus Christi	19192C08	11/1/2018	12/31/2019	\$ 139,177	\$ 139,177	\$ -				
Coastal Bend College	22202C04	10/1/2019	12/31/2020	\$ 360,000	\$ 292,904	\$ 67,096				
Del Mar College	22202C06	10/1/2019	12/31/2020	\$ 400,000	\$ 400,000	\$ -				
Texas A&M University-Kingsville	22202C07	10/1/2019	12/31/2020	\$ 240,000	\$ 239,940	\$ 60				
Texas A&M University-Corpus Christi	22202C08	10/1/2019	12/31/2020	\$ 70,000	\$ 70,000	\$ -				
City of Corpus Christi	22202CO5	10/1/2019	12/31/2020	\$ 719,966	\$ 416,748	\$ 303,218				
				\$ -	\$ -	\$ -				
Sub Total - Local Match Funds				\$ 3,306,044	\$ 2,935,670	\$ 370,374	\$ -	\$ 370,374		

Sub Total - CCF/CCM Funds				\$ 19,054,132	\$ 14,468,054	\$ 4,586,078	\$ 1,051,083	\$ 3,534,995	126	
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Essential Worker Care	2220COVID	3/1/2020	12/31/2020	\$ -	\$ 775,142	\$ (775,142)	\$ (0)	\$ (775,142)		
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Total				\$ 19,054,132	\$ 15,243,196	\$ 4,586,078	\$ 1,051,083	\$ 2,759,853	3,084	
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Percentage				80.00%	24.07%	5.52%	14.48%			
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2,967 Performance Target (Discretionary & Mandatory)

Fiscal Year 2020 - Enrollment Targets

Eligibility Characteristic	Enrollment As Of Oct 01	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Actual Average Enrollment	Difference Over/(Under) to current month
	10/1/2020	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	
3 - Transitional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10 - Income Eligible	2,159	2,700	2,685	2,789	2,861	2,967	3,039	3,048	3,004	2,690	2,550	2,301	2,156	3
16 - Homeless	9	27	22	26	27	26	24	23	23	21	15	13	9	0
Sub Total	2,168	2,727	2,707	2,815	2,888	2,993	3,063	3,071	3,027	2,711	2,565	2,314	2,165	3
1 - Choices	41	123	114	114	114	109	109	100	96	80	70	55	40	1
2 - Tanf Applicant	0	0	1	1	0	0	0	0	0	0	0	0	0	0
4 - SNAP E&T	2	0	1	3	3	3	3	3	3	3	3	3	3	(1)
15 - Former DFPS	113	142	151	155	155	133	145	154	181	162	140	127	113	0
Sub Total	156	265	267	273	272	245	257	257	280	245	213	185	156	0
Sub Total - Disc + Man	2,324	2,992	2,974	3,088	3,160	3,238	3,320	3,328	3,307	2,956	2,778	2,499	2,321	3
			(18)	114	72	78	82	8	(21)	(351)	(178)	(279)	(178)	

DISCRETIONARY FORECASTING PROFILE - FY 2020

		C - H				I	J	K	L	M	N	O	P
		Average # of Children for the month (self count by eligibility characteristic)				Utilization Rate	Actual Units	Billable Days	Actual Expenses	Average Unit Cost	Remaining Projected Units	Remaining Projected Expenditures	Total Actual & Projected Expenditures
		3 - Transitional	10 -Income Eligible	16 - Homeless	Total								
Actual	Oct-19	0	2,700	27	2,727	99.2%	62,202	23	\$ 1,142,886.44	\$ 18.37	-	\$ -	\$ 1,142,886
	Nov-19	0	2,685	22	2,707	97.1%	55,212	21	\$ 1,008,666.59	\$ 18.27	0	\$ 0	\$ 1,008,667
	Dec-19	0	2,789	26	2,815	96.0%	59,427	22	\$ 1,100,809.40	\$ 18.52	-	\$ -	\$ 1,100,809
	Jan-20	0	2,861	27	2,888	98.8%	65,596	23	\$ 1,229,408	\$ 18.74	-	\$ -	\$ 1,229,408
	Feb-20	0	2,967	26	2,993	100.4%	60,113	20	\$ 1,097,960	\$ 18.26	-	\$ -	\$ 1,097,960
	Mar-20	0	3,039	24	3,063	98.8%	66,556	22	\$ 1,280,891	\$ 19.25	-	\$ -	\$ 1,280,891
	Apr-20	0	3,048	23	3,071	100.5%	67,903	22	\$ 1,333,731	\$ 19.64	-	\$ -	\$ 1,333,731
	May-20	0	3,004	23	3,027	100.7%	64,019	21	\$ 1,528,987	\$ 23.88	-	\$ -	\$ 1,528,987
	Jun-20	0	2,690	21	2,711	98.0%	58,440	22	\$ 1,190,728	\$ 20.38	(0)	\$ (0)	\$ 1,190,728
	Jul-20	0	2,550	15	2,565	97.2%	57,343	23	\$ 1,176,566	\$ 20.52	0	\$ 0	\$ 1,176,566
Aug-20	0	2,301	13	2,314	99.6%	48,390	21	\$ 979,023	\$ 20.23	-	\$ -	\$ 979,023	
Sep-20	0	2,156	9	2,165	99.0%	0	22	\$ -	\$ 20.50	47,154	\$ 966,651	\$ 966,651	
TOTALS / AVERAGE		0	2,733	21	2,754		665,201	262	\$ 13,069,657	\$ 19.70	47,154	\$ 966,651	\$ 14,036,308

Total Actual and Projected Expenditures \$ 14,036,308

Total CCF Budget \$ 10,859,069

Total CCM Budget \$ 1,516,078

Total Direct Child Care Services Budget \$ 12,375,146

Net Balance \$ (1,661,162)

(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")

Projected Average Number of Units Served 2,719

(Total of "Number of Actual + Projected Units / 12 months)

MANDATORY FORECASTING PROFILE - FY 2020

	C - F					I	J	K	L	M	N	O	P	
	Average # of Children for the month (self count by eligibility characteristic)					Utilization Rate	Actual Units	Billable Days	Actual Expenses	Average Unit Cost	Remaining Projected Units	Remaining Projected Expenditures	Total Actual & Projected Expenditures	
	1 - Choices	2 - Tanf Applicant	4 - SNAP E&T	15 - Former DFPS	Total									
Actual	Oct-19	123	0	0	142	265	98.8%	6,022	23	\$ 135,795	\$ 22.55	-	\$ -	\$ 135,795
	Nov-19	114	1	1	151	267	99.2%	5,560	21	\$ 126,365	\$ 22.73	-	\$ -	\$ 126,365
	Dec-19	114	1	3	155	273	100.5%	6,035	22	\$ 135,964	\$ 22.53	-	\$ -	\$ 135,964
Projected	Jan-20	114	0	3	155	272	98.1%	6,140	23	\$ 140,644	\$ 22.91	-	\$ -	\$ 140,644
	Feb-20	109	0	3	133	245	100.5%	4,923	20	\$ 113,783	\$ 23.11	-	\$ -	\$ 113,783
	Mar-20	109	0	3	145	257	92.9%	5,253	22	\$ 124,557	\$ 23.71	-	\$ -	\$ 124,557
	Apr-20	100	0	3	154	257	102.9%	5,818	22	\$ 140,820	\$ 24.20	-	\$ -	\$ 140,820
	May-20	96	0	3	181	280	99.6%	5,858	21	\$ 142,867	\$ 24.39	-	\$ -	\$ 142,867
	Jun-20	80	0	3	162	245	92.7%	4,997	22	\$ 124,235	\$ 24.86	-	\$ -	\$ 124,235
	Jul-20	70	0	3	140	213	97.2%	4,764	23	\$ 118,464	\$ 24.87	0	\$ 0	\$ 118,464
	Aug-20	55	0	3	127	185	99.5%	3,867	21	\$ 94,903	\$ 24.54	-	\$ -	\$ 94,903
	Sep-20	40	0	3	113	156	99.0%	0	22	\$ -	\$ 24.85	3,398	\$ 84,432	\$ 84,432
	TOTALS / AVERAGE		94	0	3	147	243		59,237	262	\$ 1,398,397	\$ 23.67	3,398	\$ 84,432

Total Actual and Projected Expenditures	\$ 1,482,829
Total CCC Budget	\$ 4,889,020
Total Direct Child Care Services Budget	\$ 4,889,020
Net Balance <i>(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")</i>	\$ 3,406,191
Projected Average Number of Units Served <i>(Total of "Number of Actual + Projected Units / 12 months)</i>	239

ALL FUNDS - CHILD CARE FORECASTING PROFILE - TARGET ENROLLMENT - FY 2020

		D	E	F	G	H	I	J	K	L
		Average # of Children for the month (self count)	((E+I)/(C*F) Utilization Rate	Actual Units	Number of Billable Days	Actual Expenses	(G+J)/(E+I) Average Unit Rate	Remaining Projected Units	Remaining Projected Expenditures	(G+J) Total Actual/Projected Expenditures
A c t u a l	Oct-Actual	2,992	99.1%	68,224	23	\$ 1,278,681	\$ 18.74	-	\$ -	\$ 1,278,681
	Nov-Actual	2,974	97.3%	60,772	21	\$ 1,135,032	\$ 18.68	0	\$ 0	\$ 1,135,032
	Dec-Actual	3,088	96.4%	65,462	22	\$ 1,236,774	\$ 18.89	-	\$ -	\$ 1,236,774
	Jan-Actual	3,160	98.7%	71,736	23	\$ 1,370,052	\$ 19.10	-	\$ -	\$ 1,370,052
	Feb-Actual	3,238	100.4%	65,036	20	\$ 1,211,743	\$ 18.63	-	\$ -	\$ 1,211,743
	Mar-Actual	3,320	98.3%	71,809	22	\$ 1,405,449	\$ 19.57	-	\$ -	\$ 1,405,449
	Apr-Actual	3,440	99.5%	75,274	22	\$ 1,510,466	\$ 20.07	-	\$ -	\$ 1,510,466
	May-Actual	3,723	100.8%	78,829	21	\$ 1,882,177	\$ 23.88	(0)	\$ (0)	\$ 1,882,177
	Jun-Actual	3,454	98.0%	74,469	22	\$ 1,574,472	\$ 21.14	(0)	\$ (0)	\$ 1,574,472
	Jul-Actual	3,203	97.5%	71,838	23	\$ 1,524,617	\$ 21.22	0	\$ 0	\$ 1,524,617
	Aug-Actual	2,499	102.7%	53,907	21	\$ 1,113,734	\$ 20.66	-	\$ -	\$ 1,113,734
	Sep-Proj	2,321	99.0%	0	22	\$ -	\$ 20.79	50,551	\$ 1,051,083	\$ 1,051,083
TOTALS / AVERAGE		3,118	98.9%	757,356	262	\$ 15,243,196	\$ 20.17	50,551	\$ 1,051,083	\$ 16,294,279

Actual Exp matched

Total Actual and Projected Expenditures \$ 16,294,279

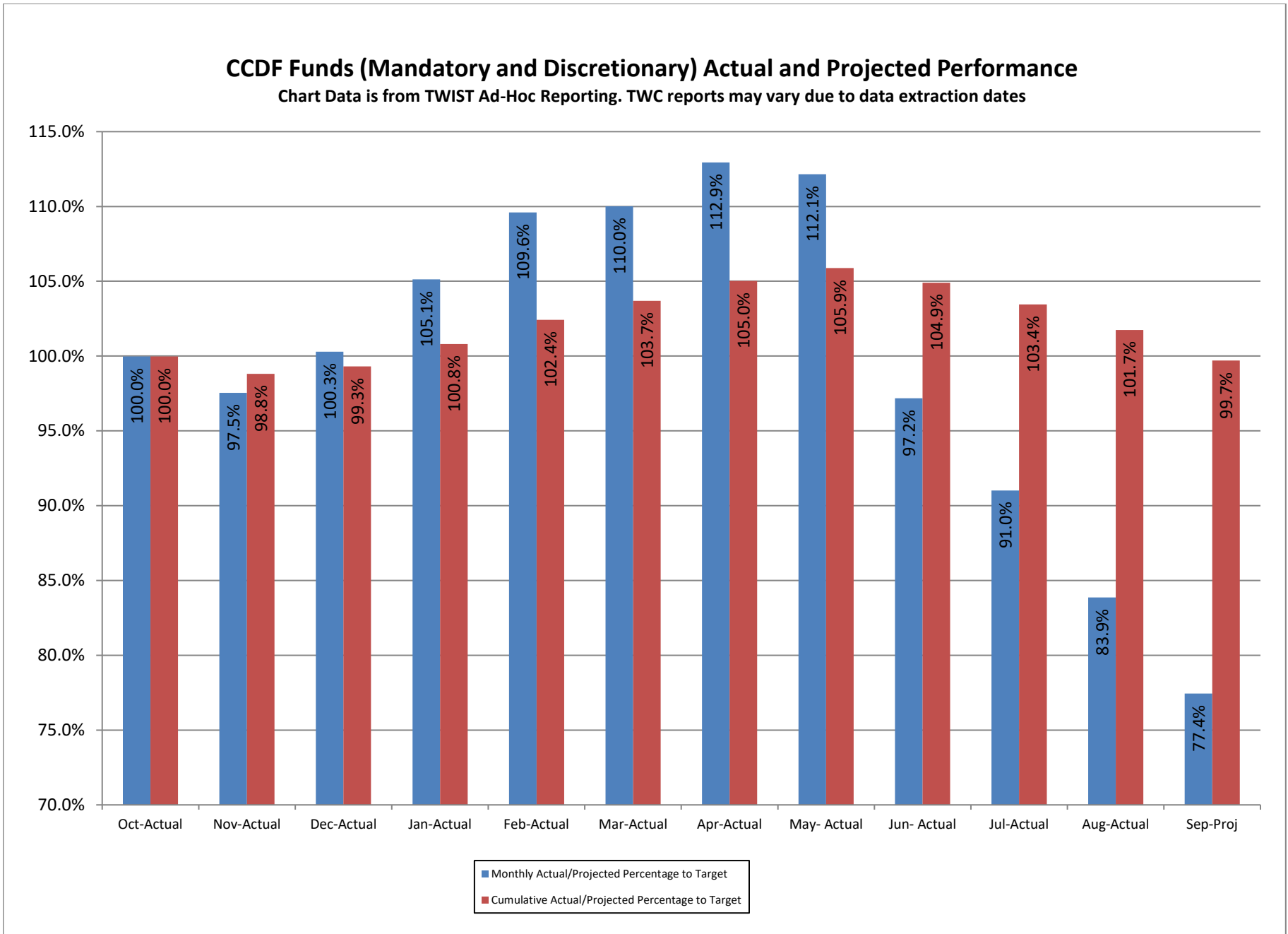
Total Direct Child Care Services Budget \$ 17,264,166

Net Balance \$ 969,887

(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")

Projected Average Number of Units Served 3,084

(Total of "Number of Actual + Projected Units / 12 months)



INFORMATION ONLY

VI - 3. Action Plan for Child Care Performance for the Remainder of the First Quarter of BCY 2021

BACKGROUND

Board staff will present an action plan for child care performance for the remainder of the first quarter of BCY2021.

FY2021 - Direct Child Care Forecast
November 2020 as of November 1, 2020

DESCRIPTION	CONTRACT	Start Date	End Date	BUDGET AMOUNT	AMOUNT EXPENDED As of 10-01-2020	BALANCE	PROJECTED UNPAID CLAIMS	SURPLUS / DEFICIT	Annual Performance Potential	Assumptions
CCC	2221CCC001	10/1/2020	10/31/2021	\$ -	\$ -	\$ -	\$ 1,013,421	\$ 3,425,122	158	Assumed TWC average cost of \$24.48 over the entire year.
CCC	2220CCC001	10/1/2019	10/31/2020	\$ 4,438,543	\$ -	\$ 4,438,543				
CCF	2221CCF	10/1/2020	12/31/2021	\$ -	\$ -	\$ -	\$ 13,319,334	\$ (4,749,384)	2,551	Assumed TWC average cost of \$19.97 over the entire year.
CCF	2220CCF001	10/1/2019	10/31/2020	\$ 8,569,950	\$ -	\$ 8,569,950				
Sub Total - Formula Funds				\$ 13,008,492	\$ -	\$ 13,008,492	\$ 14,332,755	\$ (1,324,263)	2,710	
Local Match 2020	21CCM	#N/A	#N/A	\$ 1,800,566	\$ -	\$ 1,800,566				Amount pending commission approval. Will be broken by contract once it is approved and loaded to TWIST.
Coastal Bend College				\$ -	\$ -	\$ -				
Del Mar College				\$ -	\$ -	\$ -				
Texas A&M University-Kingsville				\$ -	\$ -	\$ -				
Texas A&M University-Corpus Christi				\$ -	\$ -	\$ -				
City of Corpus Christi				\$ -	\$ -	\$ -				
Sub Total - Local Match Funds				\$ 1,800,566	\$ -	\$ 1,800,566	\$ -	\$ 1,800,566		
Total				\$ 14,809,058	\$ -	\$ 14,809,058	\$ 14,332,755	\$ 476,303	2,710	
Percentage					0.00%	100.00%	96.78%	3.22%		
										2,710 Performance Target (Discretionary & Mandatory)

Fiscal Year 2021 - Enrollment Targets

Eligibility Characteristic	Enrollment As Of Oct 09	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Projected Average Enrollment	Difference Over/(Under) to current month
	10/9/2020	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	
3 - Transitional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10 - Income Eligible	2,089	2,553	2,553	2,553	2,553	2,553	2,553	2,553	2,553	2,553	2,553	2,553	2,553	(464)
16 - Homeless	10	24	24	24	24	24	24	24	24	24	24	24	24	(14)
														0
Sub Total	2,099	2,577	2,577	2,577	2,577	2,577	2,577	2,577	2,577	2,577	2,577	2,577	2,577	(478)
1 - Choices	38	40	40	40	40	40	40	40	40	40	40	40	40	(2)
2 - Tanf Applicant	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4 - SNAP E&T	2	0	0	0	0	0	0	0	0	0	0	0	0	2
15 - Former DFPS	94	120	120	120	120	120	120	120	120	120	120	120	120	(26)
														0
Sub Total	134	160	160	160	160	160	160	160	160	160	160	160	160	(26)
Total	2,233	2,737	2,737	2,737	2,737	2,737	2,737	2,737	2,737	2,737	2,737	2,737	2,737	(504)

DISCRETIONARY FORECASTING PROFILE - FY 2021

		C - H				I	J	K	L	M	N	O	P
		Average # of Children for the month (self count by eligibility characteristic)				Utilization Rate	Actual Units	Billable Days	Actual Expenses	Average Unit Cost	Remaining Projected Units	Remaining Projected Expenditures	Total Actual & Projected Expenditures
		3 - Transitional	10 -Income Eligible	16 - Homeless	Total								
P r o j e c t e d	Oct-20	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 19.75	56,127	\$ 1,108,509	\$ 1,108,509
	Nov-20	0	2,553	24	2,577	99.0%	0	21	\$ -	\$ 19.75	53,576	\$ 1,058,123	\$ 1,058,123
	Dec-20	0	2,553	24	2,577	99.0%	0	23	\$ -	\$ 19.75	58,678	\$ 1,158,896	\$ 1,158,896
	Jan-21	0	2,553	24	2,577	99.0%	0	21	\$ -	\$ 19.75	53,576	\$ 1,058,123	\$ 1,058,123
	Feb-21	0	2,553	24	2,577	99.0%	0	20	\$ -	\$ 19.75	51,025	\$ 1,007,736	\$ 1,007,736
	Mar-21	0	2,553	24	2,577	99.0%	0	23	\$ -	\$ 19.75	58,678	\$ 1,158,896	\$ 1,158,896
	Apr-21	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 19.75	56,127	\$ 1,108,509	\$ 1,108,509
	May-21	0	2,553	24	2,577	99.0%	0	21	\$ -	\$ 19.75	53,576	\$ 1,058,123	\$ 1,058,123
	Jun-21	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 20.75	56,127	\$ 1,164,636	\$ 1,164,636
	Jul-21	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 20.75	56,127	\$ 1,164,636	\$ 1,164,636
	Aug-21	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 20.75	56,127	\$ 1,164,636	\$ 1,164,636
	Sep-21	0	2,553	24	2,577	99.0%	0	22	\$ -	\$ 19.75	56,127	\$ 1,108,509	\$ 1,108,509
TOTALS / AVERAGE		0	2,553	24	2,577		0	261	\$ -	\$ 20.00	665,871	\$ 13,319,334	\$ 13,319,334

Total Actual and Projected Expenditures	\$ 13,319,334
Total CCF Budget	\$ 8,569,950
Total CCM Budget	\$ 1,800,566
Total Direct Child Care Services Budget	\$ 10,370,516
Net Balance	\$ (2,948,818)
(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")	
Projected Average Number of Units Served	2,551
(Total of "Number of Actual + Projected Units / 12 months)	

MANDATORY FORECASTING PROFILE - FY 2021

	C - F					I	J	K	L	M	N	O	P	
	Average # of Children for the month (self count by eligibility characteristic)					Utilization Rate	Actual Units	Billable Days	Actual Expenses	Average Unit Cost	Remaining Projected Units	Remaining Projected Expenditures	Total Actual & Projected Expenditures	
	1 - Choices	2 - Tanf Applicant	4 - SNAP E&T	15 - Former DFPS	Total									
Projected	Oct-20	40	0	0	120	160	99.0%	0	22	\$ -	\$ 24.26	3,485	\$ 84,541	\$ 84,541
	Nov-20	40	0	0	120	160	99.0%	0	21	\$ -	\$ 24.26	3,326	\$ 80,698	\$ 80,698
	Dec-20	40	0	0	120	160	99.0%	0	23	\$ -	\$ 24.26	3,643	\$ 88,384	\$ 88,384
	Jan-21	40	0	0	120	160	99.0%	0	21	\$ -	\$ 24.26	3,326	\$ 80,698	\$ 80,698
	Feb-21	40	0	0	120	160	99.0%	0	20	\$ -	\$ 24.26	3,168	\$ 76,856	\$ 76,856
	Mar-21	40	0	0	120	160	99.0%	0	23	\$ -	\$ 24.26	3,643	\$ 88,384	\$ 88,384
	Apr-21	40	0	0	120	160	99.0%	0	22	\$ -	\$ 24.26	3,485	\$ 84,541	\$ 84,541
	May-21	40	0	0	120	160	99.0%	0	21	\$ -	\$ 24.26	3,326	\$ 80,698	\$ 80,698
	Jun-21	40	0	0	120	160	99.0%	0	22	\$ -	\$ 25.26	3,485	\$ 88,026	\$ 88,026
	Jul-21	40	0	0	120	160	99.0%	0	22	\$ -	\$ 25.26	3,485	\$ 88,026	\$ 88,026
	Aug-21	40	0	0	120	160	99.0%	0	22	\$ -	\$ 25.26	3,485	\$ 88,026	\$ 88,026
	Sep-21	40	0	0	120	160	99.0%	0	22	\$ -	\$ 24.26	3,485	\$ 84,541	\$ 84,541
TOTALS / AVERAGE		40	0	0	120	160		0	261	\$ -	\$ 24.51	41,342	\$ 1,013,421	\$ 1,013,421

Total Actual and Projected Expenditures	\$ 1,013,421
Total CCC Budget	\$ 4,438,543
Total Direct Child Care Services Budget	\$ 4,438,543
Net Balance <small>(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")</small>	\$ 3,425,122
Projected Average Number of Units Served <small>(Total of "Number of Actual + Projected Units / 12 months")</small>	158

ALL FUNDS - CHILD CARE FORECASTING PROFILE - TARGET ENROLLMENT - FY 2021

	D	E	F	G	H	I	J	K	L	
	Average # of Children for the month (self count)	((E+I)/(C*F)) Utilization Rate	Actual Units	Number of Billable Days	Actual Expenses	(G+J)/(E+I) Average Unit Rate	Remaining Projected Units	Remaining Projected Expenditures	(G+J) Total Actual/Projected Expenditures	
P r o j e c t e d	Oct-Proj	2,737	99.0%	0	22	\$ -	\$ 20.01	59,612	\$ 1,193,051	\$ 1,193,051
	Nov-Proj	2,737	99.0%	0	21	\$ -	\$ 20.01	56,902	\$ 1,138,821	\$ 1,138,821
	Dec-Proj	2,737	99.0%	0	23	\$ -	\$ 20.01	62,321	\$ 1,247,280	\$ 1,247,280
	Jan-Proj	2,737	99.0%	0	21	\$ -	\$ 20.01	56,902	\$ 1,138,821	\$ 1,138,821
	Feb-Proj	2,737	99.0%	0	20	\$ -	\$ 20.01	54,193	\$ 1,084,592	\$ 1,084,592
	Mar-Proj	2,737	99.0%	0	23	\$ -	\$ 20.01	62,321	\$ 1,247,280	\$ 1,247,280
	Apr-Proj	2,737	99.0%	0	22	\$ -	\$ 20.01	59,612	\$ 1,193,051	\$ 1,193,051
	May-Proj	2,737	99.0%	0	21	\$ -	\$ 20.01	56,902	\$ 1,138,821	\$ 1,138,821
	Jun-Proj	2,737	99.0%	0	22	\$ -	\$ 21.01	59,612	\$ 1,252,663	\$ 1,252,663
	Jul-Proj	2,737	99.0%	0	22	\$ -	\$ 21.01	59,612	\$ 1,252,663	\$ 1,252,663
	Aug-Proj	2,737	99.0%	0	22	\$ -	\$ 21.01	59,612	\$ 1,252,663	\$ 1,252,663
	Sep-Proj	2,737	99.0%	0	22	\$ -	\$ 20.01	59,612	\$ 1,193,051	\$ 1,193,051
TOTALS / AVERAGE	2,737	99.0%	0	261	\$ -	\$ 20.27	707,213	\$ 14,332,755	\$ 14,332,755	

Check Actual Exp

Total Actual and Projected Expenditures \$ 14,332,755

Total Direct Child Care Services Budget \$ 14,809,058

Net Balance \$ 476,303

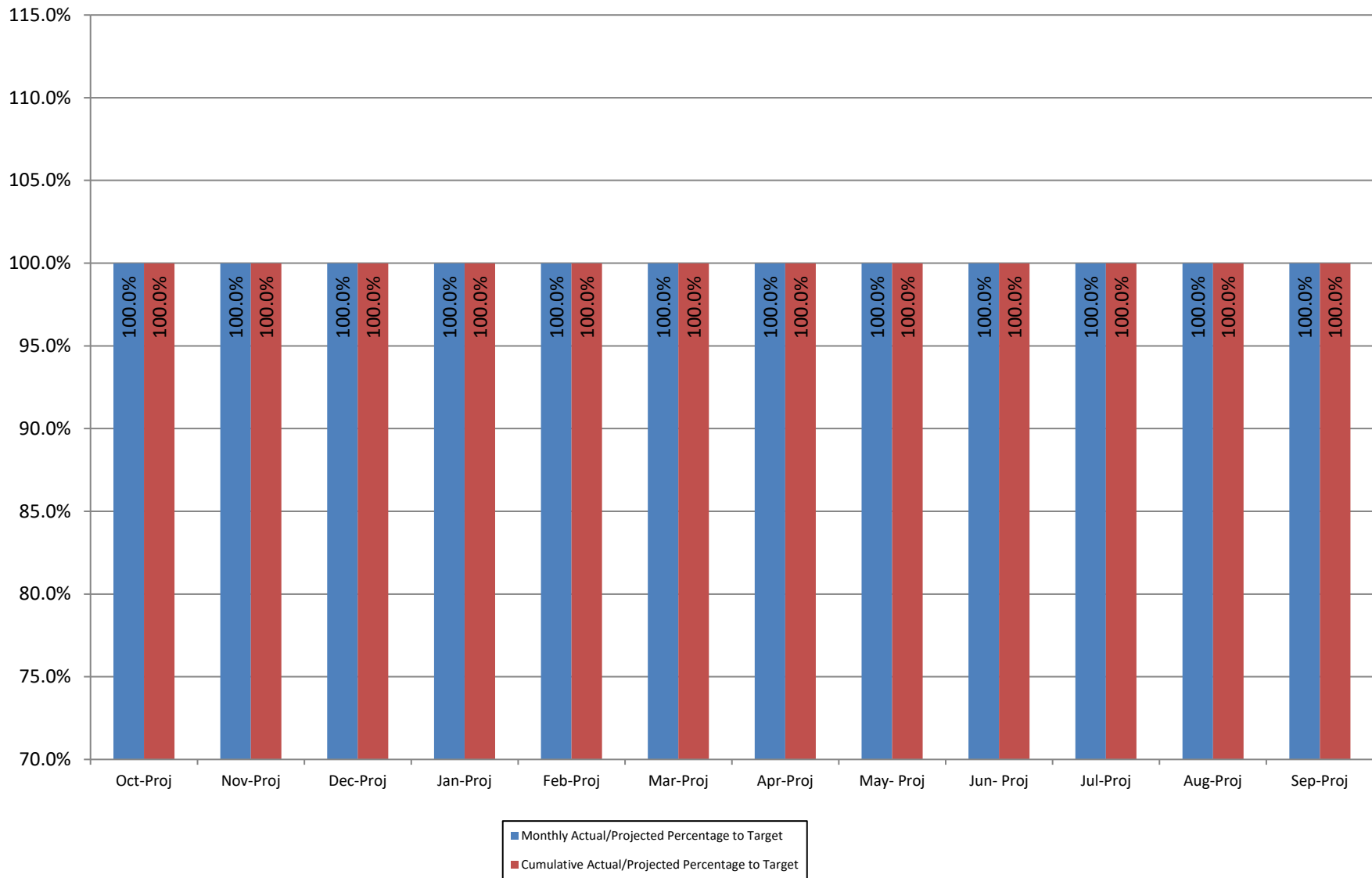
(Total "CC Services Budget" minus "Total Actual & Projected Expenditures")

Projected Average Number of Units Served 2,710

(Total of "Number of Actual + Projected Units / 12 months)

CCDF Funds (Mandatory and Discretionary) Actual and Projected Performance

Chart Data is from TWIST Ad-Hoc Reporting. TWC reports may vary due to data extraction dates



INFORMATION ONLY

VI - 4. Child Care Customer Service Portal

BACKGROUND

Board staff is collaborating with the Contractor to design a child care customer service portal. The child care customer service portal will allow Child Care Services (CCS) Program parents and providers to communicate with the Contractor staff and submit transactions electronically that are related to their CCS Program records.

INFORMATION ONLY

VI - 5. Update on Child Care Quality Program Activities

BACKGROUND

Board staff will provide a summary of professional development training activities and cleaning supplies distributions that were held during the fourth quarter of BCY2020. The trainings are listed below.

1. September 24, 2020 *“Breaking the Chain of Infection and Stopping the Spread of Diseases”* by Sherry Hahn
Morning Session – 15 participants
Afternoon Session – 15 participants

2. September 29, 2020 *“Learning Environments”* by Noemi Aguilar
Morning Session – 14 participants
Afternoon Session – 14 participants

Cleaning Supplies Distribution

During the fourth quarter of BCY2020, WFSCB distributed cleaning supplies, i.e. a case of toilet paper; a case of paper towels; a case of bleach; and a case of hand sanitizer to child care providers listed on the dates below.

<u>Date</u>	<u>Number of Providers</u>	<u>Cost of Distribution</u>
July 1, 2020	24 providers	\$4,458.70
August 19, 2020	23 providers	\$4,359.00
September 23, 2020	13 providers	\$2,382.00

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.