



**WORKFORCE SOLUTIONS**  
of the Coastal Bend

# **Executive/Finance Committee Meeting**

**February 24, 2021  
3:00 pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/88574771546?pwd=T1Z6OW5CWXdtdbFRabm5TeUxIK3dnUT09>

888 475 4499 US Toll-free  
Meeting ID: 885 7477 1546  
Passcode: 529939

[www.workforcesolutionscb.org](http://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

**A**ccountability – 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.

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

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

**I**ntegrity – 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.

**T**enacity – 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.

**U**nderstanding – We are serious and passionate about delivering our services with compassion and empathy.

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

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

## Disclosure and Declaration of a Conflict of Interest

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

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

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

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

## Code of Ethics

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

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



Executive/Finance Committee Meeting

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February 24, 2021 – 3:00 pm

AGENDA

- I. Call to Order: Gloria Perez, Chair
II. Roll Call: Marcia Keener, Secretary.....3
III. Announcement on Disclosure of Conflicts of Interest
Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting, and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.
IV. Public Comments
V. Discussion and Possible Action on Minutes of the November 19, 2020 Executive/Finance Committee Meeting.....4-7
VI. Chairman’s Report: Gloria Perez
VII. President/CEO’s Report: Ken Trevino
• Business Development, Public Relations and Organizational Update
VIII. Committee Reports
\* Child Care Services Mary Gleason, Chair.....8
\* Public Relations Jesse Gatewood, Chair.....9
\* Workforce Services Ray De Los Santos, Jr., Chair.....10-11
IX. Discussion and Possible Action to Approve FY 2021 Budget Amendment #2: Shileen Lee.....12-14
X. Discussion and Possible Action to Authorize the President/CEO to enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff relocation and other business purposes subject to review and approval of the final lease terms by the Executive Committee.....15-20
XI. Discussion and Possible Action for the ratification of the Organization’s Strategic Goals.....21

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XII. Discussion and Possible Action to recommend the approval of WFSCB Strategic Business Plan in accordance with the WD Letter 18-20.....22

XIII. Information Only:

1. Monitoring Report: *Larry Peterson*.....23-24
2. Financial Report as of 12/31/2020: *Shileen Lee*.....25-28
3. IT Policy 7.0.101.03: *Shileen Lee*.....29-32
4. Facilities Update: *Amy Villarreal*.....33
5. Update on Procurement of Direct Child Care Services Management: *Robert Ramirez*.....34-35
6. Update on Future Procurements and Contract Renewals: *Robert Ramirez*.....36-53
7. Performance Measure Update: *Amy Villarreal*.....54-60
8. Strategic Planning 2021 – 2025: *Amy Villarreal*.....61
9. Draft Agenda for the February 25, 2021 Board of Directors Meeting: *Ken Trevino*.....62-64  
*(The Board Agenda is contingent on approval of Executive/Finance Committee Meeting on Wednesday, February 24, 2021. Any items not approved will not be voted on.)*

XIV. Adjournment

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

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

**Executive/Finance Committee Meeting  
Roll Call Roster  
February 24, 2021**

\_\_\_\_\_ Gloria Perez, Chair

\_\_\_\_\_ John Owen, Vice Chair

\_\_\_\_\_ Marcia Keener, Secretary

\_\_\_\_\_ Velma Soliz-Garcia, Treasurer

\_\_\_\_\_ Vince Goodwine, Parliamentarian

\_\_\_\_\_ Victor Gonzalez, Jr., Past Chair

\_\_\_\_\_ Mary Gleason, Chair of Child Care Services Committee

\_\_\_\_\_ Jesse Gatewood, Chair of Public Relations Committee

\_\_\_\_\_ Ray De Los Santos, Jr., Chair of Workforce Services Committee

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Printed Name

**MINUTES**

**Workforce Solutions of the Coastal Bend - Executive/Finance Committee Meeting**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87515428386?pwd=ZVRDeGhYamd0VFhmTG9iRXk2Qytqdz09>

**Toll-Free Call In**

**888 475 4499 US Toll-free**

**Meeting ID: 875 1542 8386**

**Passcode: 079556**

**November 19, 2020 – 3:00 pm**

**Committee Members**

**Present**

Gloria Perez, Jr., Chair  
John Owen, Vice Chair  
Rosie Collin  
Velma Soliz-Garcia  
Victor M. Gonzalez  
Jesse Gatewood  
Marcia Keener  
Ray De Los Santos, Jr.

**Absent**

Vince Goodwine

**Others Present**

Ken Trevino, Workforce Solutions  
Amy Villarreal, Workforce Solutions  
Shileen Lee, Workforce Solutions  
Robert Ramirez, Workforce Solutions  
Larry Peterson, Workforce Solutions  
Alba Silvas, Workforce Solutions  
Pam Ross, Workforce Solutions  
Norma Ochoa, Workforce Solutions  
Jennifer Ledford, Workforce Solutions  
Denise Woodson, Workforce Solutions  
Rufino Martinez, Workforce Solutions  
Janet Neely, Workforce Solutions  
Chakib Chehadi, C2GPS, LLC  
Shelly Key, C2GPS, LLC  
Kenia Dimas, BakerRipley

**Other Board Members Present**

- I. Call to Order**  
Ms. Perez 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 September 10, 2020 Executive/Finance Committee Meeting**  
Mr. Owen moved to approve the minutes of the September 10, 2020 Executive/Finance Committee meeting. The motion was seconded by Mr. Gatewood and passed.
- VI. Discussion and Possible Action on Minutes of the November 5, 2020 Executive/Finance Committee Meeting**  
Mr. Gonzalez moved to approve the minutes of the November 5, 2020 Executive/Finance Committee meeting. The motion was seconded by Mr. De Los Santos and passed.

**VII. Chairman's Report**

*Meetings with President/CEO*

Ms. Perez communicated with Mr. Trevino on a weekly basis, several times a week to obtain updates.

Ms. Perez stated she was able to attend all the zoom committee meetings for the November 2020. Ms. Perez thanked all the committee Chairs. Ms. Perez thanked the Executive Committee for their leadership and support this year. Ms. Perez mentioned that the support our Executive Committee members have given to Mr. Trevino and his staff has really helped with this very difficult transition year.

Ms. Perez also thanked the Executive Committee for their support on Mr. Trevino's evaluation. As you recall it was difficult that what was happening this year, we put off his evaluation that was due in May of 2020 and we put it off till the end of the year. Ms. Perez expressed how proud she was of what the Executive Committee accomplished this year on his evaluation. Ms. Perez mentioned what they did showed Mr. Trevino how much they appreciate and value him. Ms. Perez thanked the Executive Committee for their time to prepare the evaluation. Ms. Perez recognized the Executive Committee for a great job.

Mr. De Los Santos expressed his appreciation for Ms. Perez and recognized her for all her hard work. Mr. De Los Santos thanked Ms. Perez.

**VIII. Organizational/Operational Update from President/CEO or COO**

Mr. Trevino stated he appreciates Ms. Perez's comments on the Executive Committee. He expressed his gratitude for the open line of communication that Ms. Perez has allowed. Mr. Trevino recognized Ms. Perez for making herself available and that it shows her strength as a leader. Mr. Trevino also expressed his appreciation for the evaluation that the Executive Committee provided him a few weeks back. Mr. Trevino thanked Ms. Perez and the Executive Committee for their patience with the evaluation and willingness to put that aside through the very difficult things going on for a while and continue to go on with the pandemic.

Mr. Trevino announced the resignation of Ms. De La Garza, Public Relations Manager and wanted to inform the Executive Committee. Mr. Trevino recognized Ms. De La Garza for being a very valued team member for 11 years with Workforce Solutions of the Coastal Bend. Ms. De La Garza was on board when Mr. Trevino had come on board and she was originally the Industry and Outreach Coordinator for the organization. Mr. Trevino mentioned when he came on board, they changed Ms. De La Garza's role as Public Affairs Coordinator/Public Relations Coordinator. Ms. De La Garza worked and earned her way up to Public Relations Manager. Mr. Trevino expressed his appreciation for everything Ms. De La Garza has done for the organization and wishes her the very best of success moving forward. Mr. Trevino included that was what his response was to Ms. De La Garza when he received her resignation yesterday evening.

Mr. Gonzalez stated he was sorry to hear that Ms. De La Garza resigned. Mr. Gonzalez recognized Ms. De La Garza for being a great spokesperson for Workforce Solutions and certainly he is sure that we all hate to see her go. Mr. Gonzalez mentioned as Mr. Trevino we wish her the very best on her new endeavors.

**IX. Committee Reports**

*Child Care Services*

Ms. Keener provided a report on the November 10, 2020 Child Care Services Committee meeting (included on page 11 of the November 19 agenda packet). Ms. Keener noted that all the committee

members were in attendance. Ms. Keener recognized the Child Care Services Committee for being a great committee this year. Ms. Woodson added additional information.

Ms. Keener thanked Ms. Woodson, Board Staff, Ms. Dimas and the contractor staff for all that everyone has done through this pandemic year and what a wonderful job done.

*Public Relations*

Mr. Gatewood provided a report on the November 10, 2020 Public Relations Committee meeting, including the Annual Report (included on pages 12-13 of the November 19 agenda packet).

*Workforce Services*

Mr. De Los Santos provided a report on the November 12, 2020 Workforce Services Committee meeting (included on pages 14-15 of the November 19 agenda packet).

*Ad Hoc Nominating*

Ms. Lee provided a report on the November 4, 2020 Ad Hoc Nominating Committee meeting (included on page 16 of the November 19 agenda packet).

**X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #1**

Ms. Lee presented information on FY 2021 Budget Amendment #1 (included on pages 17-20 of the November 19 agenda packet).

Ms. Soliz-Garcia moved to recommend to the Board of Directors approval of FY 2021 Budget Amendment #1. The motion was seconded by Ms. Keener and passed.

Ms. Soliz-Garcia thanked Ms. Lee for the time Ms. Lee takes to meet with her to review everything and mentioned Ms. Lee is very thorough. Ms. Soliz-Garcia recognized Ms. Lee for all her hard work.

**XI. Information Only:**

1. *Facilities Update*

Ms. Lee provided a facilities update (included on page 21 of the November 19 agenda packet). Ms. Lee stated we have set the date with Texas Workforce Commission as December 16, 2020 for Vocational Rehabilitation Services (VRS) integration at the Staples Career Center.

Ms. Lee stated we received phase 2 of our board furniture at our new board offices on Tuesday, November 17, 2020.

Ms. Lee mentioned that we were not successful at securing the Sunrise location lease and that we had a competitor and were unaware. Ms. Lee stated we are now back on the search for a replacement location for our Sunrise Onestop Center and we are working with our broker George Clower in order to view some spaces. Ms. Lee announced we will be looking at some spaces the first week of December 2020.

2. *Financial Report as of 09/30/2020*

Ms. Lee presented the September 2020 Financial Report (included on pages 22-25 of the November 19 agenda packet).

3. *IT Strategic Plan Update*

Ms. Lee provided an IT Strategic Plan update (included on page 26 of the November 19 agenda packet).



4. *Policy Updates: Esignature and IT Terminations*

Ms. Lee provided an update on Esignatures and IT Terminations (included on pages 27-34 of the November 19 agenda packet).

5. *Update on Future Procurements and Contract Renewals*

Mr. Ramirez provided an update on future procurements and contract renewals (included on pages 35-53 of the November 19 agenda packet).

6. *Performance Measure Update*

Ms. Silvas presented the Performance Measure Update for August 2020 (included on pages 54-60 of the November 14 agenda packet).

7. *Draft Agenda for the December 10, 2020 Annual Board of Directors Meeting*

A draft agenda for the December 10, 2020 Annual Board of Directors meeting was provided (included on pages 61-63 of the November 19 agenda packet).

Ms. Villarreal added additional information.

Ms. Perez spoke on behalf of Mr. Trevino and stated the draft agenda is enclosed for your information. We look forward to presenting a year in review for December 10 and we will find a way to make up for the party at the appropriate time. Ms. Perez thanked Mr. Trevino.

**XII. Adjournment**

The meeting adjourned at 3:53 pm.

## COMMITTEE REPORT

### VIII-1. Child Care Services

**Committee:** Child Care Services

Mary Gleason, Chair

Sandra Bowen, Vice Chair

Mary Afuso

Justin Hoggard

Ed Sample

Catrina Wilson

Gary Allsup

**Date of Committee meeting:** February 9, 2021

The Committee did have a quorum.

**The following items were discussed at the meeting:**

1. Summary of Child Care Performance for the First Quarter of BCY2021
2. Summary of Child Care Performance for the Month of January of the Second Quarter of BCY2021
3. Action Plan for Child Care Performance for the Second Quarter of BCY2021
4. Analysis of Coastal Bend Child Care
5. Extension of Child Care Enhanced Reimbursement Rate Payments
6. child Care Business Supports
7. Child Care Customer Services Portal Update
8. Update on Child Care Quality Program Activities

**The Committee took the following action:**

The Committee approved the Minutes of the November 10, 2020 Child Care Services Committee Meeting.

The Committee reviewed the Committee Charter and Initiatives for BCY2021

## COMMITTEE REPORT

### VIII-2. Public Relations

**Committee:** Public Relations

Jesse Gatewood, Chair

Carlos Ramirez

C. Michelle Unda

Tracy Florence

Arnoldo Cantu

Omar Lopez

Ofelia Hunter

Liza Wisner

**Date of Committee meeting:** February 10, 2021

The Committee did have a Quorum.

**The following items were discussed at the meeting:**

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

**The following items were discussed at the meeting:**

1. Minutes of the November 10, 2020 Public Relations Committee Meeting.
  - a. Approved
2. Review of the Public Relations Committee Charter
  - a. No changes
3. Review of the Awareness/Outreach Plan
  - a. 2021 Content Calendar Discussion
  - b. Current and Complete Projects
  - c. Media/Social Media/Outreach

**The following items were provided as information only at the meeting:**

1. Jobs and Employment Report
2. Employer and Partner Data Requests

## COMMITTEE REPORT

### VIII-3. Workforce Services

**Committee:** Workforce Services

Ray De Los Santos, Jr., Chair

Michelle Flower, Vice Chair

Randy Giesler

Iain Vasey

Manny Salazar

Travis Nelson

Susan Temple

**Date of Committee meeting:** February 11, 2021

The Committee did have a Quorum.

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

- Approved Workforce Services Committee Meeting Minutes; November 12,2020.
- Approved the Workforce Services Committee Initiatives for BCY2021 and Charter.
- Approved to Authorize the President/CEO to enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff relocation and other business purposes subject to review and approval of the final lease terms by Executive Committee.
- Five Board Policies:
  - Policy #4.0.102.02- Basic Skill Deficient
  - Policy #4.0.123.00- Common Exit (new policy)
  - Policy #4.0.106.02- Reasonable Distance
  - Policy #4.0.115.07- Program Non-Compliance
  - Policy #4.0.103.04- Case Management

**The following information items were discussed at the meeting:**

Workforce Center Services:

- Policy Review Schedule- Updated schedule was brought to the committee to list updated board policies to date; a total of 5 Policies YTD.
- Program Updates- The committee was made aware of activities due to COVID-19 and information regarding impact to program and grant rules, revamping of services delivery and continuous progress for implementation of virtual services. Provided Committee information on current funding status and new program year funding. Specific information regarding WIOA Statewide Funds discussed.
- Mr. Rick Zamarripa updated the committee on Career Center staffing, operations, services to Jobseekers.

- Mr. Robert Reyna updated the committee on Services to Businesses, virtual Job Fairs and Focus on Quality.
- Ms. Andrea Byrd updated the committee on Services to YOUTH: WIOA, Foster Youth, Student HireAbility, and South Texas Career Connection(STCC)
- Mr. Rufino Martinez presented information on Unemployment and Labor Market information.
- Ms. Andrea Byrd presented information on Performance Measure; discussion regarding Credential Rates/performance. Mr. Rick Zamarripa provided information on specific activities to make improvement on measure not being met.

Detailed information can be found in Workforce Services Committee Packet, e-mailed to Board of Directors, by Ms. Lucy Sierra on February 9th, 2021.

**The Committee took the following action:**

1. Approved the minutes of November 12, 2020 Workforce Services Committee Meeting.
2. Approved Committee Initiative and Charter for BCY2021
3. Approved to Authorize the President/CEO to enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff relocation and other business purposes subject to review and approval of the final lease terms by Executive Committee.
4. Approved for recommendation 5 Board Policies.

## **ITEM FOR DISCUSSION AND POSSIBLE ACTION**

IX. FY 2021 Budget Amendment #2

### **BACKGROUND INFORMATION**

The proposed budget amendment #2, includes an overall revenue increase for fund finalizations for FY20 Carryover and new contracts, for a total of \$1,898,541.

The increase in the budget will be adjusted in Management and Oversight in the following categories: Salaries and Benefits for Special Projects staff, Communication Expense for new office phone, staff laptops, and IT switch, and Professional fees for potential cost related to IT Strategic plan. Under One Stop Operations the following categories will be adjusted: Facilities for the moving and storage cost associated with Sunrise Mall location, Communication expense for phone and data increase, and Consulting fees for final progress billing for IT Strategic plan. The largest increase under Contracted services for direct client expenses.

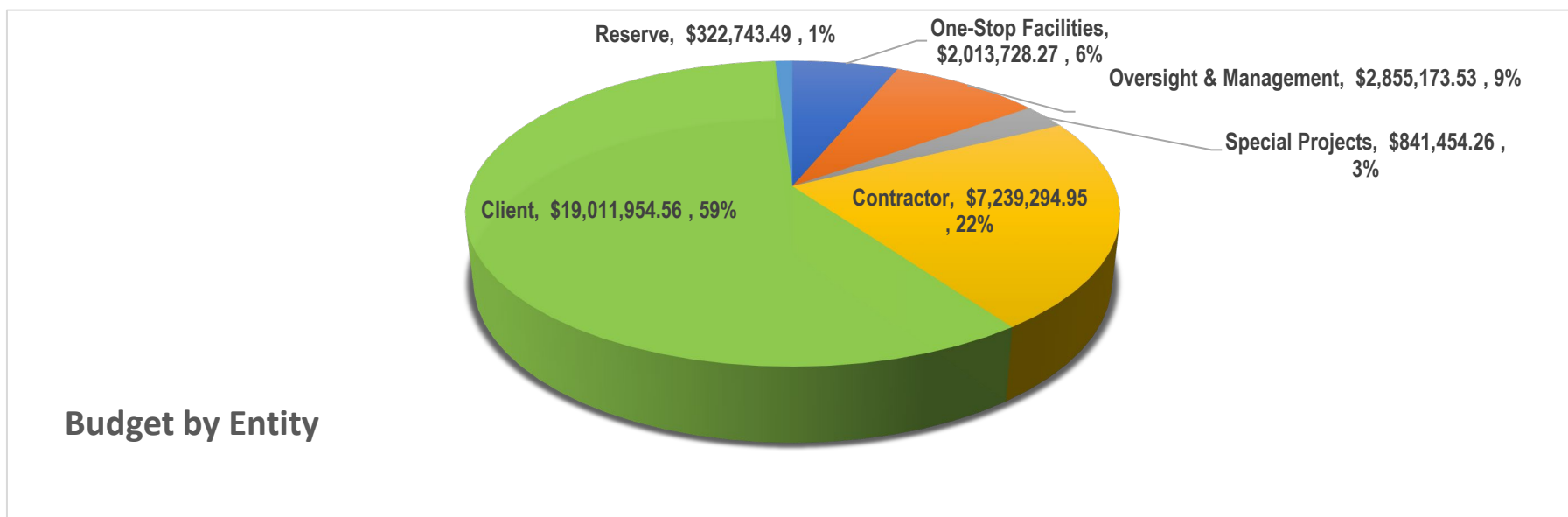
### **RECOMMENDATION**

We are requesting approval on budget amendment #2 of the BCY2021 budget.

| Contract N | Program  | Original Budget FY2021 | Amendment #2 Fund Finalization / New Fund | Revised Funds Available 12/31/2020 |
|------------|--|------------------------|---|------------------------------------|
| 2219WCI000 | Workforce Commission Initiatives--Excellence in Rural Service Delivery | 27,414                 | 0   | 27,414                             |
| 2219ATG000 | Apprenticeship Texas Expansion Grant                                   | 194,648                | 0   | 194,648                            |
| 2219WOS002 | Women's Entrep.  | 57,953                 | (57,953)                                  | 0                                  |
| 2219WOA001 | WIOA - PY19 Adult Allocation   | 163,634                | 0   | 163,634                            |
| 2219WOD001 | WIOA - PY19 Dislocated Worker Allocation                               | 538,144                | 0   | 538,144                            |
| 2219WOY001 | WIOA - PY19 Youth  | 375,078                | 0   | 375,078                            |
| 2219WAF001 | WIOA - Alternative Funding for Statewide Activity                      | 674,665                | (385,575)                                 | 289,090                            |
| 2220TAN000 | TANF Choices   | 33,349                 | 0   | 33,349                             |
| 2220REA000 | Reemployment Services & Eligibility Assessment                         | 10,000                 | 0   | 10,000                             |
| 2220CCQ000 | Child Care Quality (CCQ)   | 368,613                | (190,457)                                 | 178,156                            |
| 2220CCA000 | Child Care Automatic Attendance (CAA)                                  | 9,648                  | 0   | 9,648                              |
| 2220CCF000 | Child Care   | 11,376                 | 0   | 11,376                             |
| 2220CCP000 | Child Care DFPS  | 401,745                | 0   | 401,745                            |
| 2220TRA002 | Trade Act Services for Dislocated Workers                              | 58,704                 | (58,704)                                  | 0                                  |
| 2221TRA001 | Trade Act Services for Dislocated Workers                              | 0                      | 18,412                                    | 18,412                             |
| 2220WPA001 | WPA  | 47,255                 | 99,147                                    | 146,402                            |
| 2220BSA001 | BSA - Board Service Awards   | 22,450                 | 0   | 22,450                             |
| 2220BSA002 | BSA - Texas Hireability  | 39,211                 | 0   | 39,211                             |
| 2220COS002 | Skills Development Fund  | 115,000                | 0   | 115,000                            |
| 2220WOS001 | Military Family Support  | 8,000                  | (8,000)                                   | 0                                  |
| 2220COV001 | COVID-Response Statewide   | 147,675                | (47,500)                                  | 100,175                            |
| 2220NDW001 | COVID-19 Disaster Recovery   | 45,230                 | 1,450,744                                 | 1,495,974                          |
| 2220WCI001 | WCI - Workforce Commission Initiatives                                 | 61,221                 | 0   | 61,221                             |
| 2220WOA001 | WIOA - PY20 Adult Allocation   | 1,644,710              | 0   | 1,644,710                          |
| 2220WOD001 | WIOA - PY20 Dislocated Worker Allocation                               | 1,338,028              | 0   | 1,338,028                          |
| 2220WOY001 | WIOA - PY20 Youth  | 1,726,103              | 0   | 1,726,103                          |
| 2220WOR001 | WIOA - PY20 Rapid Response   | 21,548                 | 0   | 21,548                             |
| 2221TAN000 | TANF Choices   | 2,496,098              | 0   | 2,496,098                          |
| 2221REA001 | Reemployment Services & Eligibility Assessment                         | 0                      | 268,355                                   | 268,355                            |
| 2221SNE000 | SNAP E&T   | 502,451                | 0   | 502,451                            |
| 2221SNE000 | SNAP E&T- ABAWD (Dec)  | 158,669                | 0   | 158,669                            |
| 2221NCP000 | Non-Custodial Parent (NCP)   | 142,403                | 0   | 142,403                            |
| 2221WPA001 | Employment Services  | 499,809                | (404,346)                                 | 95,463                             |
| 2221CCA000 | Child Care Automatic Attendance (CAA)                                  | 89,527                 | 10,810                                    | 100,337                            |
| 2221CCQ000 | Child Care Quality (CCQ)   | 328,433                | 276,487                                   | 604,920                            |
| 2221CCF000 | Child Care (Oct)   | 14,292,650             | 746,426                                   | 15,039,076                         |
| 2221CCP000 | Child Care DFPS  | 1,448,000              | 0   | 1,448,000                          |
| 2221CCM000 | Child Care Local Match (Oct)   | 1,800,566              | 0   | 1,800,566                          |
| 2221RAG001 | Resource Administration Grants   | 0                      | 6,923                                     | 6,923                              |
| 2221WCI001 | WCI - Workforce Commission Initiatives                                 | 0                      | 47,543                                    | 47,543                             |
| Non-TWC    | VET (10/01/20-09/30/21)  | 36,000                 | 1,411                                     | 37,411                             |
| Non-TWC    | STUDENT HIRABILITY (09/01/20-08/31/21)                                 | 100,000                | 0   | 100,000                            |
| Non-TWC    | KINGSVILLE/BEEVILLE/STAPLES VR Monthly Expenses                        | 44,443                 | 49,818                                    | 94,261                             |
| Non-TWC    | Walmart (PATHS)  | 295,357                | 0   | 295,357                            |
| Non-TWC    | Perkins / Riz  | 0                      | 75,000                                    | 75,000                             |
|            | <b>Grand Total</b>   | <b>\$30,375,808</b>    | <b>\$1,898,541</b>                        | <b>\$32,274,349</b>                |

**Workforce Solutions of the Coastal Bend  
FY 2020-21 BUDGET  
For the twelve month period ending September 30, 2021**

|   | A<br>FY2021<br>Budget | B<br>Budget FY21<br>Amendment #2 | C<br>FY2021<br>Amended Budget | Difference<br>C-A   |
|---|-----------------------|----------------------------------|-------------------------------|---------------------|
| Grant revenue                                   | \$30,375,808          | \$1,898,541                      | \$32,274,349                  | \$ 1,898,541        |
| <b>EXPENSES</b>                                 |                       |                                  |                               |                     |
| <b>Oversight &amp; Management</b>               |                       |                                  |                               |                     |
| Salaries and benefits                           | \$ 2,626,143          | \$ 55,000                        | \$ 2,681,143                  | 55,000              |
| Facilities and related expense                  | 250,185               |                                  | 250,185                       | -                   |
| Furniture, Equipment & Software                 | 20,000                |                                  | 20,000                        | -                   |
| General administrative expense                  | 187,975               |                                  | 187,975                       | -                   |
| Communication expense                           | 28,982                | 47,000                           | 75,982                        | 47,000              |
| Professional fees & service                     | 90,963                | 50,000                           | 140,963                       | 50,000              |
| Staff development expense                       | 35,500                |                                  | 35,500                        | -                   |
| Travel expense                                  | 38,000                | -                                | 38,000                        | -                   |
| <b>Total Oversight &amp; Management Expense</b> | <b>\$ 3,277,748</b>   | <b>\$ 152,000</b>                | <b>\$ 3,429,748</b>           | <b>\$ 152,000</b>   |
| <b>One Stop Operations 6%</b>                   |                       |                                  |                               |                     |
| Facilities and related expense                  | \$ 1,229,121          | \$ 100,000                       | \$ 1,329,121                  | \$ 100,000          |
| Furniture, Equipment & Software                 | 172,279               |                                  | 172,279                       | -                   |
| General administrative expense                  | 338,221               |                                  | 338,221                       | -                   |
| Communication expense                           | 86,607                | 42,000                           | 128,607                       | 42,000              |
| Professional fees & service                     | 5,500                 | 35,000                           | 40,500                        | 35,000              |
| Client  | 5,000                 | -                                | 5,000                         | -                   |
| <b>Total One Stop Operation</b>                 | <b>\$ 1,836,728</b>   | <b>\$ 177,000</b>                | <b>\$ 2,013,728</b>           | <b>\$ 177,000</b>   |
| Contracted services                             | \$ 25,261,331         | \$ 1,569,541                     | \$ 26,830,872                 | \$ 1,569,541        |
| <b>Total expense</b>                            | <b>\$ 30,375,808</b>  | <b>\$ 1,898,541</b>              | <b>\$ 32,274,349</b>          | <b>\$ 1,898,541</b> |
| <b>Changes in net assets</b>                    | <b>(0)</b>            | <b>0</b>                         | <b>0</b>                      | <b>0</b>            |





**CONFIDENTIAL**



**WORKFORCE SOLUTIONS of the COASTAL BEND**  
**Potential Relocation Sites**  
**Corpus Christi, Texas**



Prepared by: George B. Clower 11/12/20

|          | LOCATION/CENTER                                 | LEASE SZIE  | LEASE/NNN PRICE/YR.   | GLA                      | ZONING                   | BUS STOP | PARKING | NOTES   |
|----------|---|---|---|--------------------------|--------------------------|----------|---------|---|
| <b>1</b> | 4951-4989 Ayers St.<br>MISSION SHOPPING CENTER  | ±24,973 ft <sup>2</sup>                               | \$14.00 per ft <sup>2</sup><br>NNN - \$2.25 per ft <sup>2</sup> | ±163,067 ft <sup>2</sup> | CG-2<br>General Com.     | Yes      | 650+    | The LL put a new roof, HVAC and restrooms to the space. The LL will be completely redoing the parking and lightening in 2021. |
| <b>2</b> | 4302 Ayers St.<br>PORTAIRES S.C.                | ±16,650 ft <sup>2</sup>                               | \$10.75 per ft <sup>2</sup><br>NNN - \$4.25 per ft <sup>2</sup> | ±116,710 ft <sup>2</sup> | CG-2<br>General Com. Ltd | Yes      | 87      | This space has an open floor plan and would require to be built out for the intended use. A TI Allowance maybe available.     |
| <b>3</b> | 4444 Corona Drive - #201<br>TOWN & COUNTRY S.C. | ±10,228 ft <sup>2</sup> to<br>±16,828 ft <sup>2</sup> | \$10.00 per ft <sup>2</sup><br>NNN - \$4.82 per ft <sup>2</sup> | ±94,700 ft <sup>2</sup>  | CG-2<br>General Com.     | Yes      | 310     | This space will require acomplete build out. The space was formerly occupied by a gym and a dry cleaners.                     |
| <b>4</b> | 4215 S. Staples St.<br>FROST BANK BUILDING      | ±9,963 ft <sup>2</sup>                                | \$12.00 per ft <sup>2</sup><br>NNN - \$6.00 ft <sup>2</sup>     | ±44,000 ft <sup>2</sup>  | CBD<br>Downtown Com.     | Yes      | 100+    | This space was formerly occupied by Frost Bank. The space has high ceilings and has shared common areas within the space.     |



POTENTIAL SITE LOCATIONS  
CORPUS CHRISTI, TEXAS  
FALL 2020

#



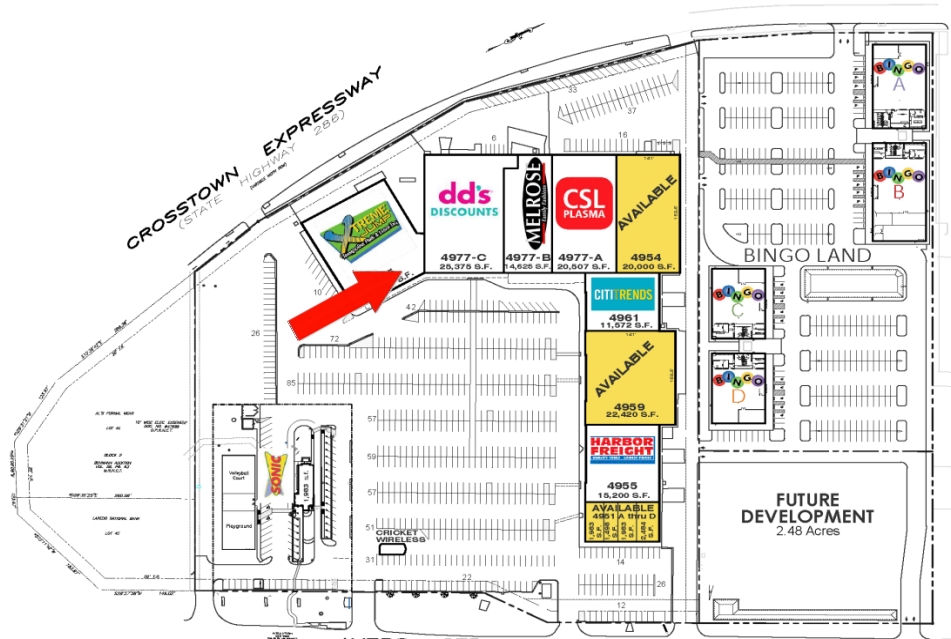
**THE CLOVER CO.**  
Brokerage • Development • Management

# 1 4981 Ayers St. - MISSION SHOPPING CENTER



Address: 4981 Ayers St., Corpus Christi, Nueces County, TX  
 Bldg. Size: ±24,973 ft<sup>2</sup>  
 GLA: ±163,067 ft<sup>2</sup>  
 Zoning: CG-2 ( General Commercial District)  
 Spaces: 650+  
 Lease Rate: \$14.00 per ft<sup>2</sup>  
 NNN: \$2.25 per ft<sup>2</sup>  
 Note: This space was formerly occupied by Extreme Jump. LL did put a new roof, new electrical and new restrooms in the space. LL will be completely redoing the the parking lot, landscaping and lightening at the center.

## SITE PLAN



## AERIAL



## 2 4302 Ayers St. - PORTAIRES SHOPPING CENTER



Address: 4302 Ayers St., Corpus Christi, Nueces County, TX

Bldg. Size: ±16,650 ft<sup>2</sup>

GLA: ±116,710 ft<sup>2</sup>

Zoning: CG-2 (General Commercial District)

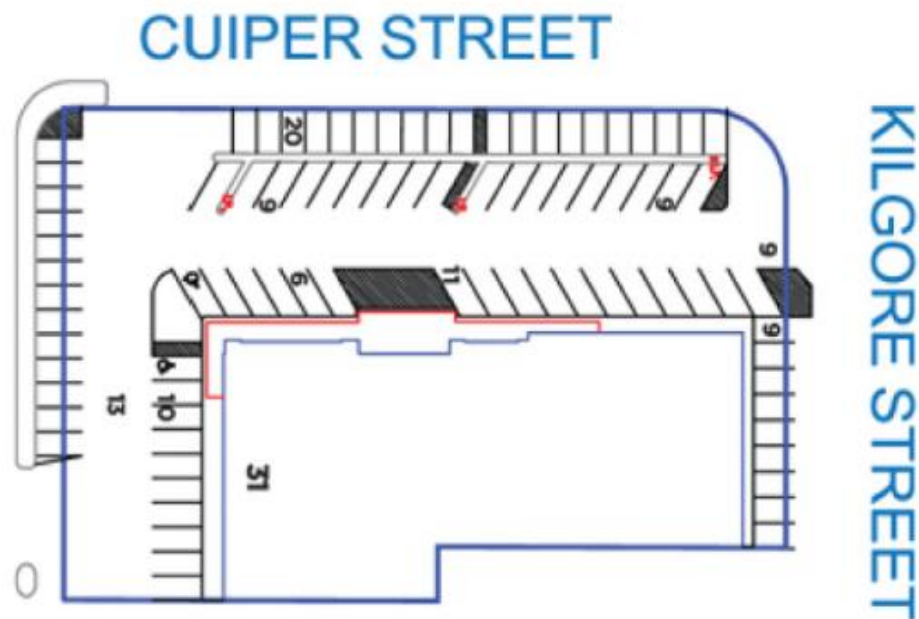
Spaces: 87

Lease Rate: \$10.75 per ft<sup>2</sup>

NNN: \$4.25 per ft<sup>2</sup>

Note: This space was formerly occupied by Bealls department store. This space has an open floor plan and would require the space to be build out for the intended use by Workforce. A TI Allowance may be available by the LL.

FLOOR PLAN



AERIAL

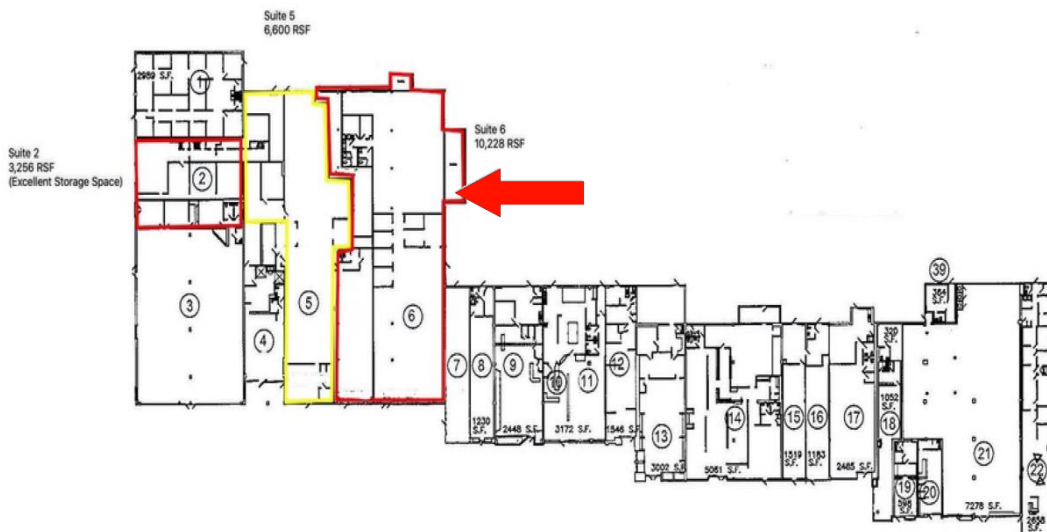


### 3 4444 S. Alameda St. - TOWN & COUNTRY SC



- Address: 4444 S. Alameda St., Corpus Christi, Nueces County, Texas  
Bldg. Size:  $\pm 10,228 \text{ ft}^2$  to  $\pm 16,828 \text{ ft}^2$   
GLA:  $\pm 94,700 \text{ ft}^2$   
Zoning: CG-2 (General Commercial District)  
Spaces: 310  
Lease Rate: \$10.00 per  $\text{ft}^2$   
NNN: \$4.82 per  $\text{ft}^2$   
Note: This space is a former gym space and dry cleaning space. The spaces will need to be completely renovated for Workforce's use. There is adequate parking. Tenants include: Spec's, Town & Country, Suzanne's & Cancun.

#### SITE PLAN



#### AERIAL



## 4 4215 S. Staples St. - STAPLES ST. BUILDING



Address: 4215 S. Staples St., Corpus Christi, Nueces County, Texas  
Bldg. Size: ±9,963 ft<sup>2</sup>  
GLA: ±44,000 ft<sup>2</sup>  
Zoning: CG-2 (General Commercial District)  
Spaces: 100+  
Lease Rate: \$12.00 per ft<sup>2</sup>  
NNN: \$6.00 per ft<sup>2</sup>  
Note: This space was formerly occupied by Frost Bank who relocated to SPID. The space will need to be renovated to allow for office use. Other Tenants in the building include KW Realty (shown in RED below).

### FLOOR PLAN



### AERIAL



## **DISCUSSION AND POSSIBLE ACTION**

XI. Discussion and Possible Action for the ratification of the Organization's Strategic Goals

### **BACKGROUND INFORMATION**

Review of Board Goals and tactics.

### **RECOMMENDATION**

Board staff recommends the ratification of the organization's strategic goals.

## **DISCUSSION AND POSSIBLE ACTION**

XII. Discussion and Possible Action to recommend the approval of WFSCB Strategic Business Plan in accordance with the WD Letter 18-20

## **BACKGROUND INFORMATION**

Information will be provided during the 2021-0209 – Ad Hoc Strategic Planning Committee Meeting.

## **RECOMMENDATION**

Board staff recommend the approval of WFSCB Strategic Business Plan.



## INFORMATION ONLY

### XIII-1. Monitoring Reports

#### BACKGROUND

The Texas Workforce Commission (TWC) requires that monitoring review results be reported to all relevant parties and to the Board of Directors. The monitoring staff conduct fiscal and program reviews for compliance with federal and state laws and regulations, and compliance with TWC and local policies. The following is a list of the monitoring reviews and significant observations that were completed during the months of September 2020 - January 2021.

#### Workforce Solutions – Board

##### Fiscal & Program Reviews

➤ **Local Match Contracts – 2020-2021**

|                                  |                               |                  |
|----------------------------------|-------------------------------|------------------|
| • Del Mar College                | \$185,000 drawing down        | \$370,000        |
| • Coastal Bend College           | \$140,000 drawing down        | \$280,000        |
| • City of Corpus Christi         | \$400,283 drawing down        | \$800,566        |
| • Texas A&M Kingsville           | \$140,000 drawing down        | \$280,000        |
| • Texas A&M Corpus Christi       | <u>\$ 35,000</u> drawing down | <u>\$ 70,000</u> |
| <b>Direct Child Care Dollars</b> | \$894,983                     | \$1,800,566      |

➤ **Local Match Contract Certifications – 2<sup>nd</sup> half of 2019-2020**

- \$447,491.50 in Expenditures were certified and submitted to TWC.

➤ **Child Care Local Match Agreements 2019-2020 – Monitoring Reviews**

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

**Conclusion:** No issues noted

➤ **Equal Opportunity – WIOA Section 188 Checklist Review**

- A review was conducted of the Equal Opportunity nine elements that make up the WIOA Section 188 Checklist to ensure the Board meets the nondiscrimination and accessibility requirements for individuals with disabilities. No issue noted.

➤ **Single Audit Review – BakerRipley Y/E 12/31/19 – The review had no material issues noted.**

➤ **National Dislocated Worker Grant – TX-38 Disaster COVID-19**

- A monthly Worksite Assessment Questionnaire for each participant and their supervisor has been completed from the months of September 2020 – January 2021 without exception. These worksite assessments will continue through the Grant period.

#### C2 Global Professional Services, LLC

##### Program Reviews

➤ **WIOA – Adult/Dislocated Worker/National Dislocated Worker - Report 11/18/20**

- Four (4) participants assessment were not signed by either customer (CU) and/or C2 staff acknowledging CU goals and responsibilities.
- One (1) CU service activity (11) Planned GAP in Service opened for July and August 2020 was not an appropriate service activity for no participation in the WIOA program.
- One (1) case assessment dated 9/18/20 is not the same in TWIST as it is in Cabinet.

- Two (2) cases have a Service Plan that needs to be updated as the goal completion dates have expired.

**Conclusion:**

- Corrections were made to the case files and in TWIST, if possible.
- Ongoing technical assistance is being provided to staff.

➤ **WIOA – Youth Services – Report 1/6/21**

- One (1) case had no Youth Element service opened in TWIST.
- One (1) participant graduate from High School (HS) on June 5, 2020, yet no data was entered in TWIST for performance and a copy of the Diploma was not in Cabinet.

**Conclusion:**

- Corrections were made to the case files and in TWIST, if possible.
- Ongoing technical assistance is being provided to staff.

**BakerRipley, Inc.**

Fiscal & Program Reviews

➤ **Child Care Fiscal Review (10/1/19 – 7/31/20)**

The review consisted of the following contractual areas:

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

The review was performed with no issues noted.

➤ **Child Care File Review**

**Finding:**

- One (1) case had a transposition error which led to a miscalculation of monthly income. Thus, the monthly income entered in TWIST is not correct. The PSC was not affected.
- One (1) case did not include a check stub for commission earned in the income calculation which led to a miscalculation of monthly income. Thus, the monthly income entered in TWIST is not correct. The PSC was not affected.

**Conclusion:**

- Management stressed to IES staff the importance of reviewing work carefully on an ongoing basis and assisted them with developing systems that will ensure careful review of their work.

## **INFORMATION ONLY**

XIII-2. Financial Report

## **BACKGROUND**

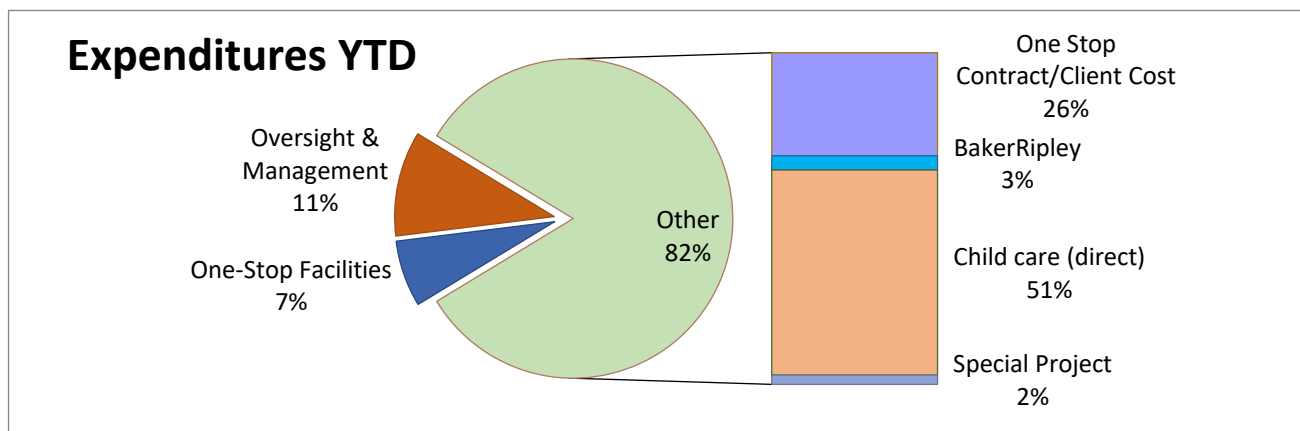
Financial statements are prepared on a monthly basis by Board staff. Attached is a copy of the most recent Financial Report.

| Contract No.              | Contract Program                                       | Begin Date | End Date   | Current Budget         | Cum. Expenditures      | Budget Balance         | % Expended | TWC % Target |
|---------------------------|--|------------|------------|------------------------|------------------------|------------------------|------------|--------------|
| <b>Expires 12/31/2020</b> |  |            |            |                        |                        |                        |            |              |
| 2220CCQ001                | Child Care Quality                                     | 10/1/2019  | 12/31/2020 | \$603,459.00           | \$413,002.47           | \$190,456.53           | 68%        | 100%         |
| 2220CCF001                | Child Care   | 10/1/2019  | 12/31/2020 | \$21,431,961.00        | \$19,886,927.38        | \$1,545,033.62         | 93%        | 100%         |
| 2220CCM001                | Child Care Local Initiative                            | 10/1/2019  | 12/31/2020 | \$1,789,966.00         | \$1,789,966.00         | \$0.00                 | 100%       | 100%         |
| 2220CCP001                | Child Care - DFPS                                      | 9/1/2019   | 12/31/2020 | \$1,593,100.00         | \$1,138,671.51         | \$454,428.49           | 71%        | 94%          |
| 2220REA001                | Reemployment Services and Eligibility Assessment       | 9/30/2019  | 12/31/2020 | \$264,388.00           | \$264,388.00           | \$0.00                 | 100%       | 100%         |
| 2220TRA001                | Trade Act Services for Dislocated Workers              | 10/1/2019  | 12/31/2020 | \$62,412.00            | \$3,657.75             | \$58,754.25            | 6%         | 100%         |
| 2220WOS001                | Military Family Support                                | 1/1/2020   | 12/31/2020 | \$54,704.00            | \$54,704.00            | \$0.00                 | 100%       | 46%          |
| 2220BSA001                | BSA - Board Service Awards                             | 1/1/2020   | 12/31/2020 | \$30,000.00            | \$30,000.00            | \$0.00                 | 100%       | 100%         |
| 2220BSA002                | BSA - Texas Hireability                                | 1/1/2020   | 12/31/2020 | \$50,000.00            | \$50,000.00            | \$0.00                 | 100%       | 100%         |
| 2219ATG000                | Apprenticeship Texas Expansion Grant                   | 1/16/2019  | 12/31/2020 | \$199,100.00           | \$183,249.44           | \$15,850.56            | 92%        | NA           |
| <b>Expires 3/31/2021</b>  |  |            |            |                        |                        |                        |            |              |
| 2220NDW001                | NDW - Coronavirus                                      | 5/5/2020   | 3/31/2021  | \$1,524,465.00         | \$87,086.73            | \$1,437,378.27         | 6%         | 48%          |
| <b>Expires 5/31/2021</b>  |  |            |            |                        |                        |                        |            |              |
| 2219WCI000                | WCI - Workforce Commission Initiatives-Rural Expansion | 10/1/2018  | 5/31/2021  | \$175,586.00           | \$148,666.65           | \$26,919.35            | 85%        | NA           |
| <b>Expires 6/30/2021</b>  |  |            |            |                        |                        |                        |            |              |
| 2220WCI001                | WCI - Workforce Commission Initiatives                 | 10/1/2019  | 6/30/2021  | \$75,467.00            | \$17,072.35            | \$58,394.65            | 23%        | NA           |
| 2220COV001                | COV - Coronavirus - WIOA Statewide                     | 6/19/2020  | 6/30/2021  | \$135,756.00           | \$123,468.89           | \$12,287.11            | 91%        | NA           |
| 2220WPA001                | Wagner-Peyser Employment Services                      | 10/1/2019  | 6/30/2021  | \$283,217.00           | \$159,820.40           | \$123,396.60           | 56%        | 81%          |
| 2219WOA001                | WIOA - PY19 Adult Allocation (July)                    | 7/1/2019   | 6/30/2021  | \$303,747.00           | \$303,747.00           | \$0.00                 | 100%       | 100%         |
| 2219WOA001                | WIOA - PY19 Adult Allocation (Oct)                     | 7/1/2019   | 6/30/2021  | \$1,330,849.00         | \$1,211,537.93         | \$119,311.07           | 91%        | 100%         |
| 2219WOD001                | WIOA - PY19 Dislocated Worker Allocation (July)        | 7/1/2019   | 6/30/2021  | \$265,659.00           | \$265,659.00           | \$0.00                 | 100%       | 100%         |
| 2219WOD001                | WIOA - PY19 Dislocated Worker Allocation (Oct)         | 7/1/2019   | 6/30/2021  | \$1,098,142.00         | \$997,074.60           | \$101,067.40           | 91%        | 100%         |
| 2219WOY001                | WIOA - PY19 Youth Allocation                           | 7/1/2019   | 6/30/2021  | \$1,711,066.00         | \$1,643,171.08         | \$67,894.92            | 96%        | 100%         |
| 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            | \$1,070.26             | \$21,346.74            | 5%         | NA           |
| <b>Expires 8/31/2021</b>  |  |            |            |                        |                        |                        |            |              |
| 2219WAF001                | WIOA - Alternative Funding for Statewide Activity      | 7/15/2019  | 8/31/2021  | \$427,221.00           | \$188,195.96           | \$239,025.04           | 44%        | 68%          |
| Non TWC                   | KINGSVILLE/BEEVILLE/STAPLES VR EXPENSES                | 8/1/2020   | 8/31/2021  | \$94,261.14            | \$13,795.52            | \$80,465.62            | 15%        | NA           |
| Non TWC                   | 3018VRS133 - STUDENT HIRABILITY (09/01/20-08/31/21)    | 8/1/2020   | 8/31/2021  | \$100,000.00           | \$52,945.28            | \$47,054.72            | 53%        | NA           |
| Non TWC                   | Perkins/Riz  | 7/1/2020   | 8/31/2021  | \$75,000.00            | \$11,773.21            | \$63,226.79            | 16%        | NA           |
| <b>Expires 9/30/2021</b>  |  |            |            |                        |                        |                        |            |              |
| 2221NCP001                | Noncustodial Parent Choices Program                    | 9/1/2020   | 9/30/2021  | \$142,403.00           | \$31,288.42            | \$111,114.58           | 22%        | 25%          |
| 2221RAG001                | Resource Administration Grants                         | 10/1/2020  | 9/30/2021  | \$6,923.00             | \$2,151.05             | \$4,771.95             | 31%        | 25%          |
| 2221SNE001                | SNAP E&T   | 10/1/2020  | 9/30/2021  | \$661,120.00           | \$414,733.45           | \$246,386.55           | 63%        | 25%          |
| 2221TVC001                | Texas Veteran's Commission                             | 10/1/2020  | 9/30/2021  | \$37,411.00            | \$10,133.15            | \$27,277.85            | 27%        | 25%          |
| 2221WCI001                | WCI - Workforce Commission Initiatives                 | 10/1/2020  | 9/30/2021  | \$47,543.00            | \$4,667.67             | \$42,875.33            | 10%        | 25%          |
| <b>Expires 10/31/2021</b> |  |            |            |                        |                        |                        |            |              |
| 2221CCQ001                | Child Care Quality                                     | 10/1/2020  | 10/31/2021 | \$604,920.00           | \$31,051.88            | \$573,868.12           | 5%         | 15%          |
| 2221TAF001                | TANF Choices   | 10/1/2020  | 10/31/2021 | \$2,496,098.00         | \$434,400.32           | \$2,061,697.68         | 17%        | 15%          |
| <b>Expires 11/30/2021</b> |  |            |            |                        |                        |                        |            |              |
| 2221CAA001                | Child Care Attendance Automation Service               | 10/1/2020  | 11/30/2021 | \$100,337.00           | \$15,058.31            | \$85,278.69            | 15%        | NA           |
| <b>Expires 12/31/2021</b> |  |            |            |                        |                        |                        |            |              |
| 2221CCF001                | Child Care   | 10/1/2020  | 12/31/2021 | \$15,039,076.00        | \$2,737,711.82         | \$12,301,364.18        | 18%        | 13%          |
| 2221CCM001                | Child Care Local Initiative                            | 10/1/2020  | 12/31/2021 | \$1,800,566.00         | \$0.00                 | \$1,800,566.00         | 0%         | 13%          |
| 2221CCP001                | Child Care - DFPS                                      | 9/1/2020   | 12/31/2021 | \$1,448,000.00         | \$286,756.65           | \$1,161,243.35         | 20%        | 19%          |
| 2221REA001                | Reemployment Services and Eligibility Assessment       | 10/1/2020  | 12/31/2021 | \$268,355.00           | \$72,383.03            | \$195,971.97           | 27%        | 13%          |
| 2221TRA001                | Trade Act Services for Dislocated Workers              | 10/1/2020  | 12/31/2021 | \$18,412.00            | \$0.00                 | \$18,412.00            | 0%         | NA           |
| 2221WPA001                | Wagner-Peyser Employment Services                      | 10/1/2020  | 12/31/2021 | \$95,463.00            | \$0.00                 | \$95,463.00            | 0%         | 13%          |
| 2221WOS001                | Military Family Support                                | 1/1/2021   | 12/31/2021 | \$54,704.00            | \$0.00                 | \$54,704.00            | 0%         | 0%           |
| <b>Expires 3/31/2022</b>  |  |            |            |                        |                        |                        |            |              |
| Non-TWC                   | Walmart - PATHS  | 1/1/2020   | 3/31/2022  | \$300,000.00           | \$7,312.13             | \$292,687.87           | 2%         | NA           |
| <b>Expires 6/30/2022</b>  |  |            |            |                        |                        |                        |            |              |
| 2220WOA001                | WIOA - PY20 Adult Allocation (July)                    | 7/1/2020   | 6/30/2022  | \$323,028.00           | \$0.00                 | \$323,028.00           | 0%         | 20%          |
| 2220WOA001                | WIOA - PY20 Adult Allocation (Oct)                     | 7/1/2020   | 6/30/2022  | \$1,321,682.00         | \$416,817.71           | \$904,864.29           | 32%        | 20%          |
| 2220WOD001                | WIOA - PY20 Dislocated Worker Allocation (July)        | 7/1/2020   | 6/30/2022  | \$275,893.00           | \$0.00                 | \$275,893.00           | 0%         | 20%          |
| 2220WOD001                | WIOA - PY20 Dislocated Worker Allocation (Oct)         | 7/1/2020   | 6/30/2022  | \$1,062,135.00         | \$21,291.05            | \$1,040,843.95         | 2%         | 20%          |
| 2220WOY001                | WIOA - PY20 Youth Allocation                           | 7/1/2020   | 6/30/2022  | \$1,726,103.00         | \$176,116.36           | \$1,549,986.64         | 10%        | 20%          |
|                           |  |            |            | <b>\$61,647,115.14</b> | <b>\$33,701,524.41</b> | <b>\$27,945,590.73</b> |            |              |

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

For the Month Ending  
December 31, 2020

|   | FY2021<br>Amended Budget | Current<br>Expenses | YTD              | %<br>Expended |
|---|--------------------------|---------------------|------------------|---------------|
| <b>REVENUES</b>                               |                          |                     |                  |               |
| Grant revenue - federal                       | 32,244,349               | 3,226,791           | 7,977,766        | 25%           |
| Grant revenue - Non federal                   | 30,000                   | 75                  | 221              |               |
|   | <b>32,274,349</b>        | <b>3,226,866</b>    | <b>7,977,987</b> | <b>25%</b>    |
| <b>EXPENSES</b>                               |                          |                     |                  |               |
| <b>Oversight &amp; Management</b>             |                          |                     |                  |               |
| Salaries and benefits                         | 2,681,143                | 211,440             | 668,175          | 25%           |
| Facilities and related expense                | 250,185                  | 3,959               | 12,214           | 5%            |
| Furniture, equipment, & software              | 20,000                   | 4,521               | 15,729           | 79%           |
| General administrative expense                | 187,975                  | 71,497              | 109,842          | 58%           |
| Communication expense                         | 75,982                   | 5,527               | 33,557           | 44%           |
| Professional fees and services                | 90,963                   | 2,099               | 15,594           | 17%           |
| Staff development expense                     | 35,500                   | 1,975               | 5,009            | 14%           |
| Travel expense                                | 38,000                   | (4,056)             | (4,056)          | -11%          |
| <b>Total Oversight &amp; Management Expen</b> | <b>3,379,748</b>         | <b>296,961</b>      | <b>856,065</b>   | <b>25%</b>    |
| <b>One Stop Operations</b>                    |                          |                     |                  |               |
| Facilities and related expense                | 1,329,121                | 157,618             | 400,581          | 30%           |
| Furniture, equipment, & software              | 172,279                  | 7,739               | 21,582           | 13%           |
| General administrative expense                | 338,221                  | 46,337              | 57,183           | 17%           |
| Communication expense                         | 128,607                  | 9,878               | 30,794           | 24%           |
| Professional fees and services                | 40,500                   | 6,417               | 31,417           | 78%           |
| <b>Total One Stop Operations</b>              | <b>2,008,728</b>         | <b>227,989</b>      | <b>541,557</b>   | <b>27%</b>    |
| <b>Contracted services</b>                    | <b>26,830,872</b>        | <b>2,525,536</b>    | <b>6,659,648</b> | <b>25%</b>    |
| <b>Total expense</b>                          | <b>32,219,349</b>        | <b>3,050,486</b>    | <b>8,057,270</b> | <b>25%</b>    |



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

For the Month Ending  
December 31, 2020

**ASSETS**

|                               |                     |
|-------------------------------|---------------------|
| Current Assets                |                     |
| Cash & Cash Equivalents       | \$ 111,675          |
| Money Market Account          | \$ 682,214          |
| Due from TWC                  | 1,670,059           |
| Accounts Receivable           | 3,115               |
| Prepaid Expense               | 204,250             |
| Other Assets                  | 48,718              |
| Total Current Assets          | \$ 2,720,031        |
|                               |                     |
| Fixed Assets                  |                     |
| Building Improvements         | \$ 1,656,504        |
| Furniture and Equipment       | 335,226             |
| Less Accumulated Depreciation | (1,560,236)         |
| Net Fixed Assets              | \$ 431,494          |
|                               |                     |
| <b>Total Assets</b>           | <b>\$ 3,151,524</b> |

**LIABILITIES**

|                           |              |
|---------------------------|--------------|
| Current Liabilities       |              |
| Accounts Payable          | \$ 1,367,124 |
| Accrued Expense           | 1,051,957    |
| Accrued Vacation          | 69,166       |
| Total Current Liabilities | \$ 2,488,247 |

**NET ASSETS**

|   |            |
|---|------------|
| Unrestricted-Non-Federal Fund               | \$ 143,312 |
| Temporarily Restricted-Ticket to Work/Other | 88,472     |
| Investment in Fixed Assets                  | 431,494    |
| Total Net Assets                            | \$ 663,277 |

|   |                     |
|---|---------------------|
| <b>Total Liabilities and Net Assets</b> | <b>\$ 3,151,524</b> |
|---|---------------------|



# WORKFORCE SOLUTIONS of the Coastal Bend

## POLICY

|                        |  |                       |
|------------------------|--|-----------------------|
| <b>CATEGORY:</b>       | Information Technology & Data Management                         | <b>No: 7.0.101.03</b> |
| <b>TITLE:</b>          | Computer & Personally Identifiable Information Access & Security |                       |
| <b>SUPERSEDES:</b>     | 7.0.101.02, dtd September 13, 2018                               |                       |
| <b>EFFECTIVE:</b>      | February 25, 2021  |                       |
| <b>BOARD APPROVAL:</b> | February 25, 2021  |                       |
| <b>REVIEW DATE:</b>    | January 26, 2021   |                       |

### I. PURPOSE:

To establish access criteria for contracted service providers and the public to the Coastal Bend Workforce Development Board (“Board”) and/or Texas Workforce Commission (TWC) Information Systems.

### II. DEFINITIONS:

*Board* – The Coastal Bend Workforce Development Board, operating as Workforce Solutions of the Coastal Bend.

*Service Providers* – A business entity or person, except a state agency, who contracts with the Board to provide workforce services, including One-Stop services.

*Approved User* – An individual who is *authorized* by the Board’s Network Administrator to utilize and access the computer and/or information system bought or maintained by the Board.

*Public* – Individuals who are not approved users are deemed *unauthorized* by the Board’s Network Administrator to connect to, utilize and access the information systems maintained by the Board, regardless of affiliation.

### III. POLICY STATEMENT:

TWC grants the Board access to its information systems to enable its staff and service provider staff the resources to accomplish their assigned duties. The security of the data stored including physical security is critical and as a result the Board has zero tolerance for any and all violations.

Only approved users who have written authorization to access the Board’s and TWC’s computers and the information system are entitled to use and/or access the equipment and network services. Approved users are required to safeguard their computer passwords and customer files to ensure against unauthorized use. Members of the public are not allowed to connect, use or access the system regardless of affiliation. Permitting members of the public to connect to Board and/or TWC computers and network systems is prohibited and in violation of this policy. Failure by approved users to strictly comply with this policy will result in the immediate revocation of access privileges and may be subject to prosecution under one or more applicable statutes.

All information, whether written, or in electronic format, is the property of the Board and is subject to the Public Information Act. To secure all data, approved users are prohibited from deleting any files or information from the Board's computers. Any intentional violations are subject to prosecution and fines under Section 552.351 of the Act. Although retention schedules vary, the Board's retention of records will be in accordance to the Texas State Library and Archives Commission (TSLAC).

#### **IV. PROCEDURES:**

To grant authorization, all prospective users must complete the forms listed below. The authorization is subject to the approval of the Network Administrator. **New staff must complete P41 form and Security Awareness training upon employment. Thereafter, the P41 and the security awareness training will be renewed annually for all staff during the 1<sup>st</sup> quarter of each contract year.** The approved user granted authorization is responsible for reading and understanding this policy and the related forms.

The following information is provided as an illustration of prohibited uses and responsibilities and is not intended to address all situations. All questions may be referred to the Network Administrator.

##### **A. Computer Use**

Computers cannot be used for transmitting, retrieving, receipt or storing of any communication that is illegal or contrary to Board policy or business interests or that could cause the appearance of such.

Approved users are prohibited from engaging in, attempting to engage in or assisting others in:

- Sharing personal or confidential information of customers;
- Permitting the public to connect to, use or access the computers and information systems.
- Monitoring or intercepting the files or electronic communications of other employees or third parties;
- Hacking or obtaining access to systems or accounts without authorization to use;
- Making or attempting to make any deliberate, unauthorized change to data on an Information Technology (IT) system;
- Using or permitting others to log-in with approved user's password; and
- Breaching, testing or monitoring computer or network security systems.

##### **B. Passwords**

Approved users are prohibited from allowing any member of the public or any other approved user from using their Board issued password. Passwords must be used **only** by the approved user. Approved users are strictly responsible for the protection and use of their passwords. Failure to strictly comply with this policy will result in the immediate revocation of access privileges and may be punishable as a criminal offense under Chapter 33 of the Texas Penal Code.



Passwords are assigned to approved users at the request of a direct supervisor and with the approval of the Center Manager. Logon or system passwords must be used on computers situated in areas frequented by the public.

Passwords must meet the following guidelines:

- a. Not easily discernible and must contain numbers and letters.
- b. At least one lowercase and one uppercase letter.
- c. At least 8 characters in length.
- d. Cannot be reused.
- e. Kept in a secured location.

### **C. Software**

Downloading of any unauthorized software is strictly prohibited. This includes all freeware, shareware, toolbars, screensavers, hardware, I-tunes or internet utilities, etc. Only software downloaded and installed by the Board's I.T. personnel is approved for use.

All Board computer property is subject to unannounced review. Any software, media, etc. that has been installed without approval, is in violation of this policy and will be removed.

### **D. Personal Use**

The computers, electronic media and services made available by the Board are provided to assist approved users in the performance of their jobs. Use of electronic media (sending or receiving) for personal, non-business purposes during non-working hours is not encouraged. However, all personal use must comply with this policy. Streaming video and/or audio is NOT allowed.

### **E. Physical Security**

Minimum protection standards (MPS) establish a uniform method and minimum standards of physically protecting data and systems that require safeguarding. These standards must be applied. Because local factors might require additional security measures, management must analyze local circumstances to determine space, container, and other physical security needs.

MPS require two barriers for the protection of PII under normal operating conditions.

Some examples of barriers are:

- Staff presence
- Locked office, locked file cabinet, or another lockable container
- Access control system such as a card reader
- Restricted access by means of keypad entry or secondary-level card key access
- Out of plain sight; as a second barrier only

### **F. Review & Monitoring of Usage**

The Board reserves the right to review and monitor usage to detect inappropriate or illegal use which may be in violation of Board or TWC policies and agreements.

The Board reserves the right to review all electronic files and messages to the extent necessary to ensure electronic media and services are used in compliance with the law, this policy and other Board policies.

Approved users should note that electronic communications are not private and remain the property of the Board and/or TWC.

**V. RELATED POLICY INFORMATION:**

WD Letter 11-16, Access and Data Security for Workforce Applications, dtd June 15, 2016  
WD Letter 02-18, Handling and Protection of Personally Identifiable Information and Other Sensitive Information, dtd March 23, 2018

**VI. RESPONSIBILITIES:**

President/CEO – Responsible for the Board’s adherence to this policy.  
Information Technology Department - Responsible for reviewing and granting authorization and monitoring compliance to this policy.  
Service Providers Staff – Responsible for coordinating the Board’s compliance and communicating this policy to staff.

**VII. FORMS AND INSTRUCTIONS:**

Form P-41 – TWC Information System Security agreement for Board Users and Other Users.  
Security and Privacy Agreements as required by TWC and the Board  
Request for User Access to Health and Human Services Commission (HHSC) Systems

**VIII. DISTRIBUTION:**

Board of Directors       Board Staff       Service Provider Staff

**IX. SIGNATURES:**

\_\_\_\_\_  
**Reviewed by EO Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**President/CEO**

\_\_\_\_\_  
**Date**

## **INFORMATION ONLY**

### IX-1. Facilities Updates

## **BACKGROUND INFORMATION**

Board Professionals will provide update on:

- Career Center Activities & Updates
  - COVID19
  - Colocation of Vocational Rehabilitation Services (VRS)
- Career Center Lease Agreement Regarding Sunrise Career Center

## INFORMATION ONLY

### XIII-5. Update on Procurement of Direct Child Care Services Management

## BACKGROUND

Every four years the Board tests the market to ensure the best possible contracted services are delivered at our area career centers. On January 2021, WFSCB staff developed a Request for Proposals (RFP) timeline (see attachment) and the content of the request for proposals to reflect the needs of the workforce area.

On November 2020, Board staff reported to the Executive/Finance Committee that all contract renewals had been exhausted for the current child care service contract and our need to test the market. Therefore, we are continuing to share this information to ensure transparency in one of the largest procurements WFSCB will make in the next four years.

The public will be notified of the intended procurement and a virtual pre-proposal conference will be held to share more details about the procurement with potential proposers.

Applications and proposals will be due on March 16, 2021 and April 19, 2021, respectively.

The procurement takes place in three steps.

- Step one is an Application phase where staff evaluates the experience of the proposer for basic qualifications to effectively manage and deliver child care services in our workforce area. Applicants must score a 75 or above to proceed to the proposal phase.
- Step two is the Proposal phase where staff invites the proposer to submit a proposal describing how they would implement the requested services. The resulting proposals will be submitted to independent evaluators contracted by WFSCB to give an independent assessment of each proposal. The proposals will be evaluated using a standardized evaluation instrument incorporating the RFP scoring criteria. The proposals will be reviewed to determine which proposal is most responsive to the RFP, based on the scoring criteria, and would therefore be likely to provide the requested services. The independent evaluators will submit their evaluation instruments to include identified strengths and weaknesses of each proposal to a lead evaluator for review of accuracy and consistency. The lead evaluator will then submit an evaluation report for Board consideration. The report will be handed out to the Board of Directors at the meeting.
- Step three will be selection of an entity by the Board of Directors for contract negotiations. WFSCB staff will subsequently be charged to negotiate a contract with the selected proposer. Part of the contract negotiations may include a pre-award survey of the proposer's ability to deliver the services as proposed and the current financial integrity of the proposer. (This review is a routine requirement in such large contracts.)

## RFP PROCUREMENT TIMELINE

|                                 |   |
|---------------------------------|---|
| November 19, 2020               | Update Executive/Finance Committee on Procurement Activities  |
| December                        | Meetings of Board Professionals (to discuss the development, content, and expectations of the RFP)          |
| January 2021                    | 1 <sup>st</sup> Draft of RFP Due  |
| February 3 <sup>rd</sup>        | Final Draft of RFP Due  |
| February 9-16                   | Prepare RFP Document for Publication  |
| <b>February 16-21</b>           | <b>Notice and Advertisement of RFP for Direct Child Care Services</b>                                       |
| February                        | Update - Child Care Services, Executive/Finance Committee and Board of Director's Meetings                  |
| February 22-26                  | Issue RFQ for Independent Evaluators  |
| <b>February 24<sup>th</sup></b> | <b>Pre-Proposal Conference for Direct Child Care Services - 2:00 p.m.</b>                                   |
| March 3 <sup>rd</sup>           | Deadline for Questions  |
| March 9 <sup>th</sup>           | RFP Q&A Response Due to Interested Parties  |
| March 12 <sup>th</sup>          | Selection of Independent Evaluators (for proposal reading)  |
| <b>March 16<sup>th</sup></b>    | <b>Applications Due, 4:00 p.m.</b>  |
| March 18-26                     | Review of Applications & Determination of Applicant Status  |
| March 29 <sup>th</sup>          | Notice to Applicants (Regarding Application Status)   |
| <b>April 19<sup>th</sup></b>    | <b>Proposals Due, 4:00 p.m.</b>   |
| April 21-29                     | Evaluation of Proposals (by Independent Evaluators)   |
| May 13 <sup>th</sup>            | Executive/Finance Committee Meeting (to review evaluation results)  |
| May 20 <sup>th</sup>            | Board Meeting (to authorize CEO/President to negotiate and execute contract with approved service provider) |
| May 21 <sup>st</sup>            | CEO Council Meeting (to concur with Board's approval of provider)   |
| May/June                        | Pre-Award Survey/Contract Negotiations with Approved Provider   |
| July-August                     | Contract Draft Due/Letter of Intent Issued  |
| October 1 <sup>st</sup>         | Contract Start Date   |

\*Schedule is subject to change.

## **INFORMATION ONLY**

XIII-6. 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

| <b>Procurement</b>   | <b>Anticipated Date of Procurement</b> | <b>Anticipated Date of Contract/Purchase</b> | <b>Anticipated Cost</b> | <b>Over \$50,000 Approval Required</b> | <b>Comments</b> |
|----------------------|--|--|-------------------------|--|-----------------|
| No Updates to Report |  |  |                         |  |                 |

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

| 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) | \$8,693,237.24  |                                  | Renewal #1 (of 3 contract renewals) | 10/01/20 – 09/30/21 |
| BakerRipley | Master | Direct Child Care Services   | \$17,531,191.45 |                                  | Renewal #3 (of 3 contract renewals) | 10/01/20 – 09/30/21 |

### PROFESSIONAL & CONSULTING SERVICES

|   |        |                          |                                       |  |                                     |                    |
|---|--------|--------------------------|---------------------------------------|--|-------------------------------------|--------------------|
| Wood, Boykin, & Wolter, P.C.              | Master | Legal Services           | Per Contract Legal Fees - \$20,000.00 |  | Year #1 (3 contract renewals)       | 10/01/20 – 9/30/21 |
| Alonzo, Bacarisse, Irving, & Palmer, P.C. | Agmt.  | Financial Audit Services | \$41,175.00                           |  | Renewal #1 (of 2 contract renewals) | 1/01/21 – 12/31/21 |

### LEASE AGREEMENTS

|                                     |        |   |   |   |                                       |                    |
|-------------------------------------|--------|---|---|---|---------------------------------------|--------------------|
| PAK 56 Plaza LLC, SGT 44 Pirate LLC | Master | Lease Agmt. for Center Office in Pirate Plaza Office – Sinton, TX | \$5,216.67 per mo., approx. 3,650 sq. ft./\$.143  | Early Termination – with 90-day written notice. | Year 4 of 5 Year Lease, Exp: 12/31/22 | 1/01/21 – 12/31/21 |
| Sunrise CC LLC                      | Master | Lease Agmt. For Sunrise Mall Center – Corpus Christi              | \$15,481.12 per mo., approx. 16,026 sq. ft./\$.97 |   | Year 4 of 5 Year Lease, Exp: 12/31/22 | 1/01/21 – 12/31/21 |



## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

|                                     |        |  |  |  |  |                    |
|-------------------------------------|--------|--|--|--|--|--------------------|
| Texas Workforce Commission          | Master | Building Use Lease Agreement for Staples Center – Corpus Christi | Approx. sq. ft. 22,616   |  |  | 10/01/20 – 9/30/21 |
| 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 2 of 3 Year Lease<br>Exp: 9/30/22 | 10/01/20 – 9/30/21 |
| 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<br>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<br>Exp: 4/30/21 | 5/01/20 – 4/30/21  |

### OTHER CONTRACTS/AGREEMENTS

|               |        |                         |                           |  |  |                    |
|---------------|--------|-------------------------|---------------------------|--|--|--------------------|
| Sec Ops, Inc. | Master | Security Guard Services | Per Contract Hourly Rates |  | Year #1<br>(2 contract renewals)       | 10/01/20 – 9/30/21 |
| Frost Bank    | Master | Banking Services        | Fee Based                 |  | Renewal #1<br>(of 3 contract renewals) | 10/01/20 – 9/30/21 |

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

|   |        |  |   |  |  |   |
|---|--------|--|---|--|--|---|
| The Safeguard System, Inc.                    | Master | Fire and Security Alarm Monitoring, Testing, & Maintenance Services  | \$10,000.00   |  | Year #1<br>(2 contract renewals)       | 10/01/20 – 9/30/21  |
| 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   |  |  | 10/01/20 – 9/30/21  |
| 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  |  | Year #1<br>(2 contract renewals)       | 10/01/20 – 9/30/21  |
| County of Kleberg Human Services              | Agmt.  | Transportation Assistance Services to Kleberg and Kenedy counties.   | Not to Exceed \$5,000   |  | Year #1<br>(2 contract renewals)       | 10/01/20 – 9/30/21  |
| Valero Payment Services Company               | Master | Purchase of Gas Cards for Program Participants   | Not to Exceed \$204,000   |  | Renewal #1<br>(of 3 contract renewals) | 10/01/20 – 9/30/21  |
| Economic Modeling, LLC (EMSI)                 | Master | Economy and LMI Tool   | \$16,000.00   |  | Year #1<br>(2 contract renewals)       | 10/01/20 – 9/30/21  |
| WKMC Architects, Inc.                         | Master | Certified Space Planning Services  | \$4,010.00 (plus travel expenses)   |  | Renewal #2<br>(of 3 contract renewals) | 10/01/20 – 9/30/21  |

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

|  |        |  |                                     |  |   |                     |
|--|--------|--|-------------------------------------|--|---|---------------------|
| The Clower Company   | Agmt.  | Commercial Real Estate Brokerage Services                                | Broker fees paid by seller/landlord |  | Renewal #2 (of 2 contract renewals)<br>Exp: 5/30/22 | 10/01/20 – 9/30/21  |
| M&Rs Elite Janitorial Solutions, LLC                       | Master | Janitorial Cleaning Services (Career Centers in Corpus Christi & Sinton) | \$131,520.00                        |  | Renewal #1 (of 3 contract renewals)                 | 10/01/20 – 9/30/21  |
| Grunwald Printing Co.                                      | Master | Print Shop and Copy Services   | \$11,000.00                         |  | Year #1 (1 contract renewal)                        | 12/07/20 – 9/30/21  |
| Moss Adams, LLC  | Master | Information Technology Assessment and Strategic Plan                     | \$28,580 (plus travel expenses)     |  | Contract Extension                                  | 10/01/20 – 12/31/20 |
| 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   |  | Renewal #1 (of 1 contract renewal)                  | 10/01/20 – 9/30/21  |
| Del Mar College, Center for Economic Development           | Agmt.  | COVID-19 Short-Term Training   | Reimbursement Per Training Course   |  | Renewal #1 (of 1 contract renewal)                  | 10/01/20 – 9/30/21  |
| Customer Experience Solutions/Virtual Learning Development | Agmt.  | COVID-19 Short-Term Training   | Reimbursement Per Training Course   |  | Renewal #1 (of 1 contract Renewal)                  | 10/01/20 – 9/30/21  |

## TWC GRANTS & CONTRACTS LOG 2020–2021

| NAME   | TWC CONTRACT # | AMENDMENT #  | ACTIVITY   | AWARD AMOUNT | GRANT PERIOD       |
|--|----------------|--|--|--------------|--------------------|
| National Dislocated Worker Disaster Grant Project – Hurricane Harvey | 2217NDW001     | <p><u>Amendment #1</u> – To make changes to the SOW project requirements.</p> <p><u>Amendment #2</u> – To increase the grant award by \$1,000,000. The purpose of the funding is to expand service capacity to the local area.</p> <p><u>Amendment #3</u> – To make changes to the project and administrative requirements and to increase the grant amount by \$2,000,000.00.</p> <p><u>Amendment #4</u> – To make changes to the SOW project requirements.</p> <p><u>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> | To provide funds to assist individuals residing in Workforce Development Areas affected by Hurricane Harvey. The grant funds will provide a basis to ensure an effective workforce investment system response to create temporary employment opportunities to assist with clean-up, recovery, and humanitarian efforts in counties impacted in the Board area. | \$8,233,000  | 8/28/17 – 12/31/20 |

| NAME   | TWC CONTRACT # | AMENDMENT #   | ACTIVITY  | AWARD AMOUNT | GRANT PERIOD      |
|--|----------------|---|---|--------------|-------------------|
|  |                | <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 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 | 2219WOA001     | <p><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</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. | \$1,634,596  | 7/01/19 – 6/30/21 |

| NAME   | TWC CONTRACT # | AMENDMENT #   | ACTIVITY  | AWARD AMOUNT | GRANT PERIOD       |
|--|----------------|---|---|--------------|--------------------|
|  |                | amended grant award amount of \$1,634,596.  |   |              |                    |
| 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>Amendment #1</u> – To make changes to the SOW and amend the grant end date from 6/30/20 to 12/31/20.<br><u>Amendment #2</u> – To make changes to the SOW reporting and amend the contract end date from 12/31/20 to 6/30/21. | 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        |
|--|----------------|--|---|--------------|---------------------|
| Infrastructure Support Services and Shared Costs Agreement | 2220COL001     | <p><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.</p> <p><u>Amendment #2</u> – To extend the contract through 10/31/20 and make changes to the General Terms &amp; Conditions and SOW.</p>                        | 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 |
| 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 &amp; 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</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. | \$18,385,508 | 10/01/19 – 12/31/20 |

| NAME | TWC CONTRACT # | AMENDMENT #  | ACTIVITY | AWARD AMOUNT | GRANT PERIOD |
|------|----------------|--|----------|--------------|--------------|
|      |                | <p>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 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><u>Amendment #4</u> – 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</p> |          |              |              |



| NAME  | TWC CONTRACT # | AMENDMENT #   | ACTIVITY   | AWARD AMOUNT | GRANT PERIOD        |
|---|----------------|---|--|--------------|---------------------|
|   |                | <p>Enhancement Reimbursement rates. The total amended grant award is reduced to \$17,938,900. <u>Amendment #5</u> – make revisions to the contract's administrative requirements and to add \$446,608 to allow the Board to meet current financial obligations. These additional funds can be used for allowable CC Enhanced Reimbursement Rates.</p> |  |              |                     |
| 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  |
| Child Care and Development Fund Child Care Local Match    | 2220CCM001     | <u>Amendment #1</u> – 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 |
| Wagner-Peyser Employment Services                         | 2220WPA001     | <u>Amendment #1</u> – To make changes to the SOW and administrative   | To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded  | \$184,129    | 10/01/19 – 12/31/20 |

| NAME   | TWC CONTRACT # | AMENDMENT #  | ACTIVITY  | AWARD AMOUNT | GRANT PERIOD        |
|--|----------------|--|---|--------------|---------------------|
|  |                | 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. | Employment Services (ES) into the Workforce Solutions Offices.  |              |                     |
| 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 |
| 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 |

| <b>NAME</b>                             | <b>TWC CONTRACT #</b> | <b>AMENDMENT #</b>   | <b>ACTIVITY</b>  | <b>AWARD AMOUNT</b> | <b>GRANT PERIOD</b> |
|---|-----------------------|--|--|---------------------|---------------------|
| Workforce Commission Initiatives        | 2220WCI001            | <u>Amendment #1</u> – 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            | <u>Amendment #1</u> – 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 – 10/31/20 |
| 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 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. | \$54,704            | 01/01/20 – 12/31/20 |
| 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  |

| NAME   | TWC CONTRACT # | AMENDMENT #  | ACTIVITY   | AWARD AMOUNT | GRANT PERIOD      |
|--|----------------|--|--|--------------|-------------------|
| 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 |
| 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   |
| 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 |
| Workforce Innovation and Opportunity Act – Adult               | 2220WOA001     | (1)Amendment #1 – To make revisions to the contract's Standard Term & Conditions and Performance Measures. | 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   | \$1,644,710  | 7/01/20 – 6/30/22 |

| NAME  | TWC CONTRACT # | AMENDMENT # | ACTIVITY  | AWARD AMOUNT | GRANT PERIOD       |
|---|----------------|-------------|---|--------------|--------------------|
|   |                |             | supports including education and training for their current workforce.  |              |                    |
| 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 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. | \$1,726,103  | 7/01/20 – 6/30/22  |
| 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  |
| Workforce Innovation and Opportunity Act – Dislocated Worker    | 2220WOD001     |             | To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.   | \$1,338,028  | 7/01/20 – 6/30/22  |
| Supplemental Nutrition Assistance Program Employment & Training | 2221SNE001     |             | 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.   | \$787,787    | 10/01/20 – 9/30/21 |

| <b>NAME</b>                                      | <b>TWC CONTRACT #</b> | <b>AMENDMENT #</b> | <b>ACTIVITY</b>  | <b>AWARD AMOUNT</b> | <b>GRANT PERIOD</b> |
|--|-----------------------|--------------------|--|---------------------|---------------------|
| Child Care Services Formula Allocation           | 2221CCF001            |                    | 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.  | \$15,039,076        | 10/01/20 – 12/31/21 |
| CCDF Quality Improvement Activity                | 2221CCQ001            |                    | 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.  | \$604,920           | 10/01/20 - 10/31/21 |
| Reemployment Services and Eligibility Assessment | 2221REA001            |                    | 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 | \$268,355           | 10/01/20 – 12/31/21 |
| Trade Act Services for Dislocated Workers        | 2221TRA001            |                    | 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.  | \$18,412            | 10/01/20 – 12/31/21 |
| Wagner-Peyser Employment Services                | 2221WPA001            |                    | To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services (ES) into the Workforce Solutions Offices.   | \$95,463            | 10/01/20 – 12/31/21 |

| NAME  | TWC CONTRACT # | AMENDMENT # | ACTIVITY   | AWARD AMOUNT | GRANT PERIOD        |
|---|----------------|-------------|--|--------------|---------------------|
| Workforce Commission Initiatives                    | 2221WCI001     |             | The purpose of the funds is to fund projects that strengthen and add value to the delivery system in its workforce area.   | \$45,543     | 10/01/20 – 9/30/21  |
| (2) Military Family Support Program                 | 2221WOS001     |             | 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, and if funding is available, to support training in high-demand occupations. | \$54704      | 1/01/21 – 12/31/21  |
| (3) Temporary Assistance for Needy Families/Choices | 2221TAF001     |             | To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.  | \$2,496,098  | 10/01/20 – 10/31/21 |

(1) Signed 1/25/21  
(2) Signed 12/17/20  
(3) Signed 9/01/20

## INFORMATION ONLY

XIII-7. Performance Update (November 2020 Final Release)

## BACKGROUND INFORMATION

### Summary

November 2020 Final Release Monthly Performance Report (MPR) has Workforce Solutions of the Coastal Bend exceeding three (3) measures, meeting four (4) and not meeting four (4).

Board Contract Year 2021, seven (7) of the eleven (11) measures are meeting or exceeding; four (4) measures are not meeting on a Year-to-Date Performance Period. The measure criteria for BCY21 incentives have not been published. **Quartile 3.**

### Explanation of Measures in **Negative Performance** for BCY 2021

*\*YTD Reporting Data showing 1<sup>st</sup> Qtr data for 2019 Exiters*

| Performance Measure               | Current Num/Den | Current % of Target | Action Plan  |
|-----------------------------------|-----------------|---------------------|--|
| <u>Employed Q4 Post Exit – DW</u> | <u>30/44</u>    | <u>88.43%</u>       | <p><b>Board Actions:</b> <i>On January 12, 2021</i> our Quarterly Performance Meeting was held between Board Contract Management and C2 Performance Management Team to strategize on performance improvement, data integrity, new hire training in TWIST and WIT systems.</p> <p><b>C2 Actions: Performance Improvement Efforts Staff Training - January 2021</b> – All WIOA staff were trained/refreshed on credential performance measures, the documentation needed and where it must be entered in TWIST to ensure credit of successful completion.</p> <p><b>Denominator Reviews &amp; Follow Up:</b> Monthly reviews of program exiters, are conducted. Both staff and management are involved in follow up and research on both credential and employment success. Once this is verified the update is entered in TWIST. TA is given during bi-weekly WIOA meeting on any critical performance area.</p> <p><b>Tracking Systems &amp; Reporting:</b> Additionally, tracking tools like the PPS, caseload reports and new enrollment reports assist in monitoring current and projected customer recruitments targets. This combined effort through tracking will positively impact performance and increase staff and manager awareness on the contribution they make to enrollments, case management and case closures. <b>Strengthen Assessment – Reviewed with staff at bi-weekly WIOA staff mtg:</b> Concentrated focus on thorough assessment on any customer requesting training. This will review customer’s needs, strengths, barriers, career and employment goals prior to enrolling in training.</p> |
| <u>Credential Rate – Adult</u>    | <u>7/16</u>     | <u>66.90%</u>       |  |
| <u>Credential Rate - DW</u>       | <u>4/9</u>      | <u>63.49%</u>       |  |
| <u>Credential Rate - Youth</u>    | <u>1/12</u>     | <u>29.23%</u>       |  |



**Special Note: COVID-19 Impact for BCY 21**

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

**New Contracted Performance Measures for BCY 2021**

- Adult (WOA) – Measurable Skills Gain
- Dislocated Worker (WOD) – Measurable Skills Gain
- Youth (WOY) – Measurable Skills Gain and
- Youth Median Earning Q2 Post Exit

**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  |
|---|--|
| <b>+P</b> - Meeting performance - Greater than 105%   | <b>+P</b> - Meeting performance - Greater than 110%                                      |
| <b>MP</b> - Meeting performance - Greater than 97.5% and Equal to or Less than 105%   | <b>MP - Meeting</b> performance - Greater than 95% and Equal to or Less than 110%        |
| <b>MP</b> - <b>Meeting at Risk</b> - Equal to or Greater than 95% and Equal to or Less than 97.5%   | <b>MP - Meeting at Risk</b> - Equal to or Greater than 90% and Equal to or Less than 95% |
| <b>-P</b> - Not meeting performance - Less than 95%   | <b>-P</b> - Not meeting performance - Less than 90%                                      |
| <b>N/A</b> – 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:**

1. **During the period in which work search was suspended, this measure was no longer meaningfully reportable. However, with the reimplementations of work search, we anticipate the measure to become reportable again later this year.**
2. **Though the Texas Workforce System has remained open to the public throughout the COVID-19 pandemic offering services remotely, whether due to lockdowns, general health concerns, or business interruptions, demand foremployer services was generally since March 2020 making current data largely incomparable to prior periods.**

3. **Because of the impact of COVID-19 on demand for services, we adjusted the BCY20 performance period to Mar 2019 to Feb 2020 to reflect how Boards were doing before COVID-19 and to ensure that no Board would be considered to have failed to meet BCY20 performance solely because of COVID-19.**

### **Program Participation Measures**

#### **N/A 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)

#### **N/A 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: TWC is currently evaluating the impact of the pandemic on performance for this measure and will update the data in a future MPR when the analysis is complete.**

4. **TWC took a number of actions to mitigate the impact of COVID-19 on child care providers and families and to ensure the availability of child care for working parents in Texas. Some of these actions resulted in a increased costs of care. In addition, many families suspended care during the summer. The system began ramping enrollment back up but has not yet reached the level of enrollment expected because it takes several months to accomplish this.**

### **WIOA Outcome Measures**

#### **N/A 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

#### **N/A 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.

#### **N/A 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

#### **N/A Credential Rate – All Participants**

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

#### **MP Employed Q2 Post Exit – Adult**

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

### **WIOA Outcome Measures**

#### **MP Employed Q4 Post Exit – Adult**

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

#### **+P Median Earnings Q2 Post Exit – Adult**

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

#### **-P Credential Rate – Adult**

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

**+P Employed Q2 Post Exit – DW**

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

**-P Employed Q4 Post Exit – DW**

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

**MP Median Earnings Q2 Post Exit – DW**

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

**-P Credential Rate – DW**

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

**MP Employed/Enrolled Q2 Post Exit – Youth**

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

**+P Employed/Enrolled Q4 Post Exit – Youth**

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

**-P Credential Rate – Youth**

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

# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

FINAL RELEASE

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

As Originally Published 1/12/2021

NOVEMBER 2020 REPORT

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

| Board          | Reemployment and Employer Engagement |                         | Participation                           |                                     | WIOA Outcome Measures       |                                |                              |                |                         |                         |                              |                |                         |                         |                              |                |                             |                             |                | Total Measures |    |    |           |
|----------------|--------------------------------------|-------------------------|---|-------------------------------------|-----------------------------|--------------------------------|------------------------------|----------------|-------------------------|-------------------------|------------------------------|----------------|-------------------------|-------------------------|------------------------------|----------------|-----------------------------|-----------------------------|----------------|----------------|----|----|-----------|
|                |                                      |                         |   |                                     | C&T Participants            |                                |                              |                | Adult                   |                         |                              |                | DW                      |                         |                              |                | Youth                       |                             |                |                |    |    |           |
|                | Cmnt ReEmpl within 10 Weeks          | Emplrs Rcvg Wkfc Assist | Choices Full Work Rate-All Family Total | Avg # Children Svd Per Day-Combined | 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 | +P             | MP | -P | % MP & +P |
|                |                                      |                         |   |                                     | Post-Exit                   | Post-Exit                      | Post-Exit                    | Rate           | Post-Exit               | Post-Exit               | Post-Exit                    | Rate           | Post-Exit               | Post-Exit               | Post-Exit                    | Rate           | Post-Exit                   | Post-Exit                   | Rate           |                |    |    |           |
| Alamo          | n/a                                  | 101.20%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 112.15%                 | 110.71%                 | 242.11%                      | 107.94%        | 85.77%                  | 101.17%                 | 116.97%                      | 122.12%        | 100.50%                     | 107.54%                     | 146.21%        | 6              | 5  | 1  | 92%       |
| Borderplex     | n/a                                  | 108.91%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 116.89%                 | 118.16%                 | 157.06%                      | 100.87%        | 126.98%                 | 108.08%                 | 119.34%                      | 98.17%         | 109.56%                     | 131.64%                     | 0.00%          | 7              | 4  | 1  | 92%       |
| Brazos Valley  | n/a                                  | 129.08%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 113.71%                 | 129.58%                 | 199.50%                      | 76.45%         | 94.79%                  | 0.00%                   | 118.32%                      | 123.00%        | 99.63%                      | 138.70%                     | 307.69%        | 8              | 2  | 2  | 83%       |
| Cameron        | n/a                                  | 107.90%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 111.49%                 | 96.95%                  | 119.71%                      | 105.01%        | 110.81%                 | 106.81%                 | 106.48%                      | 95.58%         | 97.76%                      | 109.37%                     | 165.85%        | 5              | 7  | 0  | 100%      |
| Capital Area   | n/a                                  | 110.68%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 130.24%                 | 118.94%                 | 232.62%                      | 114.20%        | 99.43%                  | 103.63%                 | 174.42%                      | 88.40%         | 96.97%                      | 128.95%                     | 144.00%        | 8              | 3  | 1  | 92%       |
| Central Texas  | n/a                                  | 108.97%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 121.59%                 | 108.64%                 | 206.03%                      | 98.94%         | 99.42%                  | 105.57%                 | 132.47%                      | 96.62%         | 103.58%                     | 121.28%                     | 0.00%          | 5              | 6  | 1  | 92%       |
| Coastal Bend   | n/a                                  | 107.25%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 106.24%                 | 107.88%                 | 134.66%                      | 66.90%         | 117.92%                 | 88.43%                  | 108.81%                      | 63.49%         | 94.76%                      | 125.29%                     | 29.23%         | 4              | 4  | 4  | 67%       |
| Concho Valley  | n/a                                  | 98.39%                  | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 105.41%                 | 93.68%                  | 90.92%                       | 122.32%        | 83.25%                  | 122.10%                 | 144.50%                      | 0.00%          | 97.66%                      | 157.98%                     | 175.44%        | 5              | 5  | 2  | 83%       |
| Dallas         | n/a                                  | 109.36%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 94.78%                  | 91.83%                  | 126.03%                      | 108.49%        | 98.83%                  | 113.66%                 | 102.59%                      | 110.75%        | 101.02%                     | 103.81%                     | 160.87%        | 5              | 7  | 0  | 100%      |
| Deep East      | n/a                                  | 114.29%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 134.66%                 | 104.55%                 | 84.85%                       | 133.87%        | 126.34%                 | 120.16%                 | 94.26%                       | 87.21%         | 116.40%                     | 108.61%                     | n/a            | 6              | 3  | 2  | 82%       |
| East Texas     | n/a                                  | 128.49%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 89.87%                  | 104.70%                 | 90.05%                       | 110.50%        | 94.41%                  | 85.92%                  | 61.53%                       | 81.06%         | 99.08%                      | 79.69%                      | 116.95%        | 3              | 4  | 5  | 58%       |
| Golden Cresce  | n/a                                  | 101.43%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 146.20%                 | 143.06%                 | 94.53%                       | 110.96%        | 94.48%                  | 80.97%                  | 130.52%                      | 130.96%        | 78.13%                      | 69.35%                      | n/a            | 5              | 3  | 3  | 73%       |
| Gulf Coast     | n/a                                  | 110.94%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 107.84%                 | 103.46%                 | 85.89%                       | 102.48%        | 99.43%                  | 91.76%                  | 107.65%                      | 92.06%         | 96.83%                      | 105.56%                     | 132.43%        | 2              | 9  | 1  | 92%       |
| Heart of Texas | n/a                                  | 111.91%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 110.61%                 | 104.30%                 | 131.45%                      | 0.00%          | 108.84%                 | 121.80%                 | 117.33%                      | 142.86%        | 111.92%                     | 113.15%                     | 187.62%        | 9              | 2  | 1  | 92%       |
| Lower Rio      | n/a                                  | 99.79%                  | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 126.01%                 | 102.70%                 | 205.46%                      | 97.52%         | 110.62%                 | 115.31%                 | 187.41%                      | 92.11%         | 118.06%                     | 96.30%                      | 140.35%        | 7              | 5  | 0  | 100%      |
| Middle Rio     | n/a                                  | 101.84%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 120.67%                 | 107.22%                 | 127.00%                      | 106.70%        | 87.41%                  | 99.66%                  | 99.53%                       | 95.24%         | 130.21%                     | 121.52%                     | n/a            | 4              | 6  | 1  | 91%       |
| North Central  | n/a                                  | 100.30%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 115.19%                 | 108.70%                 | 146.00%                      | 97.31%         | 86.73%                  | 107.56%                 | 113.73%                      | 101.12%        | 107.35%                     | 107.08%                     | 136.99%        | 4              | 7  | 1  | 92%       |
| North East     | n/a                                  | 104.06%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 116.20%                 | 130.38%                 | 103.52%                      | 72.55%         | 118.65%                 | 113.54%                 | 105.41%                      | 102.04%        | 122.07%                     | 144.09%                     | n/a            | 6              | 4  | 1  | 91%       |
| North Texas    | n/a                                  | 114.67%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 87.15%                  | n/a                     | 31.59%                       | n/a            | n/a                     | n/a                     | n/a                          | n/a            | 111.11%                     | 142.86%                     | 162.07%        | 4              | 0  | 2  | 67%       |
| Panhandle      | n/a                                  | 106.92%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 95.65%                  | 108.95%                 | 106.44%                      | 118.89%        | 121.80%                 | 121.80%                 | 84.04%                       | 114.29%        | 106.54%                     | 123.84%                     | 145.46%        | 7              | 4  | 1  | 92%       |
| Permian Basin  | n/a                                  | 101.97%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 116.96%                 | 104.58%                 | 103.64%                      | 104.62%        | 87.41%                  | 76.29%                  | 236.24%                      | 82.72%         | 74.40%                      | 104.02%                     | 350.88%        | 3              | 5  | 4  | 67%       |
| Rural Capital  | n/a                                  | 107.97%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 118.63%                 | 110.87%                 | 225.04%                      | 111.62%        | 99.60%                  | 100.85%                 | 79.39%                       | 114.29%        | 91.91%                      | 118.88%                     | 120.00%        | 8              | 3  | 1  | 92%       |
| South Plains   | n/a                                  | 104.91%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 126.54%                 | 108.64%                 | 147.89%                      | 121.21%        | 93.24%                  | 121.80%                 | 165.91%                      | 114.29%        | 104.17%                     | 83.22%                      | 160.00%        | 7              | 4  | 1  | 92%       |
| South Texas    | n/a                                  | 90.97%                  | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 134.96%                 | 108.64%                 | 107.03%                      | 120.92%        | 124.07%                 | 133.51%                 | 130.21%                      | 114.29%        | 104.17%                     | 124.83%                     | 162.07%        | 8              | 3  | 1  | 92%       |
| Southeast      | n/a                                  | 106.58%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 117.85%                 | 99.02%                  | 93.65%                       | 131.06%        | 108.84%                 | 120.58%                 | 128.45%                      | 114.29%        | 106.53%                     | 109.78%                     | 350.88%        | 7              | 5  | 0  | 100%      |
| Tarrant        | n/a                                  | 101.54%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 112.42%                 | 99.31%                  | 126.34%                      | 107.94%        | 114.33%                 | 101.51%                 | 104.64%                      | 111.93%        | 106.09%                     | 116.58%                     | 174.83%        | 6              | 6  | 0  | 100%      |
| Texoma         | n/a                                  | 109.37%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 130.72%                 | 102.44%                 | 105.34%                      | 107.95%        | n/a                     | n/a                     | n/a                          | n/a            | 91.57%                      | 100.87%                     | 106.67%        | 2              | 6  | 0  | 100%      |
| West Central   | n/a                                  | 101.45%                 | n/a                                     | n/a                                 | n/a                         | n/a                            | n/a                          | n/a            | 99.59%                  | 134.22%                 | 176.10%                      | 118.93%        | 108.23%                 | 97.44%                  | 102.94%                      | 57.14%         | 104.05%                     | 109.40%                     | n/a            | 3              | 7  | 1  | 91%       |
| +P             | 0                                    | 16                      | 0                                       | 0                                   | 0                           | 0                              | 0                            | 0              | 20                      | 8                       | 16                           | 11             | 9                       | 10                      | 14                           | 11             | 6                           | 14                          | 19             |                |    |    | 154       |
| MP             | 0                                    | 11                      | 0                                       | 0                                   | 0                           | 0                              | 0                            | 0              | 6                       | 19                      | 9                            | 12             | 12                      | 11                      | 9                            | 8              | 20                          | 11                          | 1              |                |    |    | 129       |
| -P             | 0                                    | 1                       | 0                                       | 0                                   | 0                           | 0                              | 0                            | 0              | 2                       | 0                       | 3                            | 4              | 5                       | 5                       | 3                            | 7              | 2                           | 3                           | 3              |                |    |    | 38        |
| % MP & +P      | N/A                                  | 96%                     | N/A                                     | N/A                                 | N/A                         | N/A                            | N/A                          | N/A            | 93%                     | 100%                    | 89%                          | 85%            | 81%                     | 81%                     | 88%                          | 73%            | 93%                         | 89%                         | 87%            |                |    |    | 88%       |
| From           |                                      | 10/20                   |   |                                     |                             |                                |                              |                | 7/19                    | 1/19                    | 7/19                         | 1/19           | 7/19                    | 1/19                    | 7/19                         | 1/19           | 7/19                        | 1/19                        | 1/19           |                |    |    | From      |
| To             |                                      | 11/20                   |   |                                     |                             |                                |                              |                | 9/19                    | 3/19                    | 9/19                         | 3/19           | 9/19                    | 3/19                    | 9/19                         | 3/19           | 9/19                        | 3/19                        | 3/19           |                |    |    | To        |

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **COASTAL BEND**

**FINAL RELEASE**  
As Originally Published 1/12/2021  
**NOVEMBER 2020 REPORT**

| Status Summary      |         | With Positive Performance (+P): | Meeting Performance (MP): | With Negative Performance (-P): | % +P & MP  |               |                |                |         |         |       |       |       |       |      |    |
|---------------------|---------|---------------------------------|---------------------------|---------------------------------|------------|---------------|----------------|----------------|---------|---------|-------|-------|-------|-------|------|----|
| Contracted Measures |         | 3                               | 4                         | 4                               | 63.64%     |               |                |                |         |         |       |       |       |       |      |    |
| 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

|     |   |     |      |      |      |       |        |        |     |     |       |  |  |  |       |       |
|-----|---|-----|------|------|------|-------|--------|--------|-----|-----|-------|--|--|--|-------|-------|
| 1   | Claimant Reemployment within 10 Weeks         | --- | ---- | ---- | ---- | n/a   | 60.52% | 64.86% | 82  | 82  | n/a   |  |  |  | 7/20  | 8/20  |
| 2,3 | # of Employers Receiving Workforce Assistance | --- | ---- | ---- | ---- | 1,287 | 2,597  | n/a    | --- | --- | 1,287 |  |  |  | 10/20 | 11/20 |

- During the period in which work search was suspended, this measure was no longer meaningfully reportable. However, with the reimplementation of work search, we anticipate the measure to become reportable again later this year.
- Though the Texas Workforce System has remained open to the public throughout the COVID-19 pandemic offering services remotely, whether due to lockdowns, general health concerns, or business interruptions, demand for employer services was generally since March 2020 making current data largely incomparable to prior periods.
- Because of the impact of COVID-19 on demand for services, we adjusted the BCY20 performance period to Mar 2019 to Feb 2020 to reflect how Boards were doing before COVID-19 and to ensure that no Board would be considered to have failed to meet BCY20 performance solely because of COVID-19.

## Program Participation Measures

|          |   |     |      |      |       |       |        |        |        |     |       |      |      |      |       |       |
|----------|---|-----|------|------|-------|-------|--------|--------|--------|-----|-------|------|------|------|-------|-------|
|          | Choices Full Work Rate - All Family Total | --- | ---- | ---- | ----  | 2.08% | 29.26% | 59.23% | 4      | 168 | 2.08% |      |      |      | 10/20 | 11/20 |
| TWC<br>4 | Avg # Children Served Per Day - Combined  | n/a | n/a  | n/a  | 2,710 | 2,266 | 2,960  | 2,834  | 97,453 | 43  | 2,266 |      |      |      | 10/20 | 11/20 |
| 4        | # of EWC Children Served                  | --- | ---- | ---- | ----  | n/a   | n/a    | n/a    | ---    | --- | ----  | ---- | ---- | ---- | 4/20  | 11/20 |

- TWC took a number of actions to mitigate the impact of COVID-19 on child care providers and families and to ensure the availability of child care for working parents in Texas. Some of these actions resulted in a increased costs of care. In addition, many families suspended care during the summer. The system began ramping enrollment back up but has not yet reached the level of enrollment expected because it takes several months to accomplish this.

## WIOA Outcome Measures

|       |  |     |         |            |            |            |             |            |       |       |            |  |  |  |      |      |
|-------|--|-----|---------|------------|------------|------------|-------------|------------|-------|-------|------------|--|--|--|------|------|
| LBB-K | Employed/Enrolled Q2 Post Exit – C&T Participants    | n/a | n/a     | n/a        | n/a        | 66.10%     | 70.73%      | 69.00%     | 1,995 | 3,018 | 66.10%     |  |  |  | 7/19 | 9/19 |
| LBB-K | Employed/Enrolled Q2-Q4 Post Exit – C&T Participants | n/a | n/a     | n/a        | n/a        | 83.45%     | 84.76%      | 85.21%     | 1,966 | 2,356 | 83.45%     |  |  |  | 1/19 | 3/19 |
|       | Median Earnings Q2 Post Exit – C&T Participants      | --- | ----    | ----       | ----       | \$5,434.73 | \$6,118.73  | \$5,669.16 | n/a   | 1,873 | \$5,434.73 |  |  |  | 7/19 | 9/19 |
| LBB-K | Credential Rate – C&T Participants                   | n/a | n/a     | n/a        | n/a        | 25.58%     | 48.39%      | 61.69%     | 11    | 43    | 25.58%     |  |  |  | 1/19 | 3/19 |
| DOL-C | Employed Q2 Post Exit – Adult                        | MP  | 106.24% | 72.70%     | 72.70%     | 77.24%     | 86.73%      | 74.13%     | 95    | 123   | 77.24%     |  |  |  | 7/19 | 9/19 |
| DOL-C | Employed Q4 Post Exit – Adult                        | MP  | 107.88% | 68.30%     | 68.30%     | 73.68%     | 79.53%      | 76.34%     | 56    | 76    | 73.68%     |  |  |  | 1/19 | 3/19 |
| DOL-C | Median Earnings Q2 Post Exit – Adult                 | +P  | 134.66% | \$5,000.00 | \$5,000.00 | \$6,733.08 | \$11,230.06 | \$7,948.25 | n/a   | 93    | \$6,733.08 |  |  |  | 7/19 | 9/19 |
| DOL-C | Credential Rate – Adult                              | -P  | 66.90%  | 65.40%     | 65.40%     | 43.75%     | 57.47%      | 60.49%     | 7     | 16    | 43.75%     |  |  |  | 1/19 | 3/19 |

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

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **COASTAL BEND**

*FINAL RELEASE*  
As Originally Published 1/12/2021  
**NOVEMBER 2020 REPORT**

| Source                       | Measure                                | Status | % Current Target | Current Target | EOY Target | Current Perf. | Prior Year End | 2 Years Ago YE | YTD Num | YTD Den | QTR 1      | QTR 2 | QTR 3 | QTR 4 | From | To   |
|------------------------------|--|--------|------------------|----------------|------------|---------------|----------------|----------------|---------|---------|------------|-------|-------|-------|------|------|
| Notes                        |  |        |                  |                |            |               |                |                |         |         |            |       |       |       |      |      |
| <b>WIOA Outcome Measures</b> |  |        |                  |                |            |               |                |                |         |         |            |       |       |       |      |      |
| DOL-C                        | Employed Q2 Post Exit – DW             | +P     | 117.92%          | 73.50%         | 73.50%     | 86.67%        | 77.30%         | 80.19%         | 52      | 60      | 86.67%     |       |       |       | 7/19 | 9/19 |
| DOL-C                        | Employed Q4 Post Exit – DW             | -P     | 88.43%           | 77.10%         | 77.10%     | 68.18%        | 80.10%         | 79.43%         | 30      | 44      | 68.18%     |       |       |       | 1/19 | 3/19 |
| DOL-C                        | Median Earnings Q2 Post Exit – DW      | MP     | 108.81%          | \$7,200.00     | \$7,200.00 | \$7,834.11    | \$7,745.68     | \$7,859.47     | n/a     | 52      | \$7,834.11 |       |       |       | 7/19 | 9/19 |
| DOL-C                        | Credential Rate – DW                   | -P     | 63.49%           | 70.00%         | 70.00%     | 44.44%        | 59.57%         | 73.08%         | 4       | 9       | 44.44%     |       |       |       | 1/19 | 3/19 |
| DOL-C                        | Employed/Enrolled Q2 Post Exit – Youth | MP     | 94.76%           | 68.50%         | 68.50%     | 64.91%        | 72.49%         | 68.49%         | 37      | 57      | 64.91%     |       |       |       | 7/19 | 9/19 |
| DOL-C                        | Employed/Enrolled Q4 Post Exit – Youth | +P     | 125.29%          | 63.30%         | 63.30%     | 79.31%        | 68.09%         | 69.27%         | 46      | 58      | 79.31%     |       |       |       | 1/19 | 3/19 |
| DOL-C                        | Credential Rate – Youth                | -P     | 29.23%           | 28.50%         | 28.50%     | 8.33%         | 37.50%         | 50.00%         | 1       | 12      | 8.33%      |       |       |       | 1/19 | 3/19 |

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

## **INFORMATION ONLY**

XIII-8. Discussion and Possible Action on Strategic Planning Process for 2020 – 2025

### **BACKGROUND INFORMATION**

Information will be provided at the meeting regarding the planning process and objectives through 2025. Items to be discussed include:

- Existing Goals & Values
- Identifying Gaps
- IT Evaluation (TWC & Third Party)
- Next Steps

### **RECOMMENDATION**

Board staff ask for input from the committee.

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**Board of Directors Meeting**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83491731769?pwd=NnpCZi9jVjREYtZtQUpXSnVhUUFQQT09>

**Toll-Free Call In**

888 475 4499 US Toll-free

**Meeting ID:** 834 9173 1769

**Passcode:** 912636

**February 25, 2021 - 3:00 pm**

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**AGENDA**

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- I. Call to Order: *Gloria Perez, Chair*
- II. Roll Call: *Marcia Keener, Secretary*
- III. Announcement on Disclosure of Conflicts of Interest  
*Conflicts of Interest or Appearances of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting, and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.*
- IV. Public Comments
- V. Board Comments
- VI. Discussion and Possible Action on Minutes of the December 10, 2020 Board of Directors Meeting
- VII. Chairman's Report: *Gloria Perez*
- VIII. President/CEO's Report: *Ken Trevino*
  - Business Development, Public Relations and Organizational Update
- IX. Committee Reports:
  - \* *Child Care Services* *Mary Gleason, Chair*
  - \* *Public Relations* *Jesse Gatewood, Vice Chair*
  - \* *Workforce Services* *Ray De Los Santos, Jr., Chair*
- X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #2: *Shileen Lee*



- XI.** Discussion and Possible Action to Authorize the President/CEO to enter into negotiations and subsequent execution of a Lease Agreement for Office Space for One Stop Career Center Staff relocation and other business purposes subject to review and approval of the final lease terms by the Executive Committee
- XII.** Discussion and Possible Action for the ratification of the Organization’s Strategic Goals
- XIII.** Discussion and Possible Action to recommend the approval of WFSCB Strategic Business Plan in accordance with the WD Letter 18-20
- XIV.** Consent Agenda Action Items:
1. Policy# 4.0.102.02 – Basic Skill Deficient: *Andrea Byrd*
  2. Policy# 4.0.123.00 – Common Exit: *Andrea Byrd*
  3. Policy# 4.0.106.02 – Reasonable Distance: *Catherine Cole*
  4. Policy# 4.0.115.07 – Program Non-Compliance: *Alba Silvas*
  5. Policy# 4.0.103.04 – Case Management: *Alba Silvas*
- (Recommended for approval at the February 11, 2021 Workforce Services Committee)  
(The Board Agenda is contingent on approval of Executive/Finance Committee Meeting on Wednesday, February 24, 2021. Any items not approved will not be voted on.)*
- XV.** Information Only:
1. Monitoring Report: *Larry Peterson*
  2. Financial Report as of 12/31/2020: *Shileen Lee*
  3. IT Policy 7.0.101.03: *Shileen Lee*
  4. Facilities Update: *Amy Villarreal*
  5. Update on Procurement of Direct Child Care Services Management: *Robert Ramirez*
  6. Update on Future Procurements and Contract Renewals: *Robert Ramirez*
  7. Performance Measure Update: *Amy Villarreal*
  8. Strategic Planning 2021 – 2025: *Amy Villarreal*
- XVI.** Adjournment

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

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

**Consent Agenda.** Items listed under the Consent Agenda have previously been reviewed and recommended for

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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)

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

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## Glossary of Terms

| Program Title  | Program Characteristics  |
|--|--|
| <b>Child Care</b>  | Helps employers retain qualified workers with families by providing subsidized child care to low-income parents, children of teen parents, and children with disabilities.   |
| <b>Non-Custodial Parent (NCP) Choices</b>  | 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.   |
| <b>Supplemental Nutrition Assistance Program Employment and Training (SNAP E&amp;T)</b>                            | 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).   |
| <b>Temporary Assistance for Needy Families (TANF)/Choices</b>  | 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).  |
| <b>Trade Act Services</b>  | Provides employers with skilled workers. Moves trade-affected workers into new jobs as quickly and effectively as possible.  |
| <b>The Workforce Information System of Texas (TWIST)</b>   | 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). |
| <b>Veterans Employment Services</b>  | 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.  |
| <b>Wagner-Peyser Employment Services (ES), Agricultural Services and Migrant and Seasonal Farm Worker Services</b> | 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.   |
| <b>Workforce Innovation and Opportunity Act (WIOA)</b>   | 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.   |