



**WORKFORCE SOLUTIONS**  
of the Coastal Bend

# **Board of Directors Meeting**

**May 20, 2021**

**3:00 pm**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82797322782?pwd=Z3A0VWQyNFd5YnVZdERCNVo2dmM2QT09>

888 475 4499 US Toll-free  
Meeting ID: 827 9732 2782  
Passcode: 096497

[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.

**Board of Directors Meeting**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82797322782?pwd=Z3A0VWQyNFd5YnVZdERCNVo2dmM2QT09>

**Toll-Free Call In**

888 475 4499 US Toll-free

**Meeting ID:** 827 9732 2782

**Passcode:** 096497

**May 20, 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  
*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 February 25, 2021 Board of Directors Meeting.....4-10
- VII. Chair’s Report: *Gloria Perez*
- VIII. President/CEO’s Report: *Ken Trevino*
  - Business Development, Public Relations and Organizational Update
- IX. Committee Reports:
 

* <i>Child Care Services</i>	<i>Mary Gleason, Chair</i> .....11
* <i>Public Relations</i>	<i>Jesse Gatewood, Chair</i> .....12
* <i>Workforce Services</i>	<i>Ray De Los Santos, Jr., Chair</i> .....13-14
- X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #3:  
*Shileen Lee*.....15-17  
*(Reviewed and Approved for recommendation by Executive and Finance Committee on May 13, 2021)*

- XI. Discussion and Possible Action to Approve Audit Report: *Shileen Lee and Janet Pittman, CPA*.....18-52  
(Reviewed and Approved for recommendation by Executive and Finance Committee on May 13, 2021)
- XII. Consent Agenda Action Items: (a note on Consent Agenda items is included at the end of this agenda):
  - 1. Policy 4.1.106.00 – National Dislocated Worker Grants: *Alba Silvas*.....53-56  
(Recommended for approval at the May 6, 2021 Workforce Services Committee)
  - 2. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for the Direct Child Care Services Management: *Shileen Lee or Richard Rogers*.....57-59
  - 3. Discussion and Possible Action to Authorize the President/CEO to Execute Options for Renewal of Contracts for Fiscal Year 2021-22: *Shileen Lee*.....60-61  
(Recommended for approval at the May 13, 2021 Executive/Finance Committee Meeting)
- XIII. Discussion and Possible Action on Annual Performance Evaluation of the President/CEO (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.074: Personnel Matters).....62
- XIV. Information Only:
  - 1. Financial Report as of 03/31/2021: *Shileen Lee*.....63-66
  - 2. Cost Savings Initiatives: *Shileen Lee*.....67
  - 3. Facilities Update: *Amy Villarreal*.....68
  - 4. Update on Future Procurements and Contract Renewals: *Shileen Lee*.....69-87
  - 5. Performance Measure Update: *Andrea Byrd*.....88-95
- XV. Adjournment

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

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

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

**Workforce Solutions Board of Directors**  
**Roll Call Roster**  
**May 20, 2021**

- \_\_\_\_\_ Gloria Perez, **Chair**; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Afuso, Mary; Post-Secondary Education – City of Corpus Christi
- \_\_\_\_\_ Allsup, Gary; Public Assistance Agency – City of Corpus Christi
- \_\_\_\_\_ Bowen, Sandra Julia; Private Sector – Jim Wells County
- \_\_\_\_\_ Cantu, Arnoldo; Private Sector – Duval County
- \_\_\_\_\_ Chavez, Andrea; Public Employment – City of Corpus Christi
- \_\_\_\_\_ Collin, Rosie; Private Sector – City of Corpus Christi
- \_\_\_\_\_ De Los Santos, Ray; Private Sector – Refugio County
- \_\_\_\_\_ Florence, Tracy; CBO – Bee County
- \_\_\_\_\_ Flower, Michelle; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Gatewood, Jesse; Organized Labor – Nueces County
- \_\_\_\_\_ Giesler, Randy; Private Sector – Live Oak County
- \_\_\_\_\_ Gleason, Mary; Literacy Council – City of Corpus Christi
- \_\_\_\_\_ Gonzalez, Jr., Victor, **Past Chair**; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Goodwine, Vince, **Parliamentarian**; Private Sector – Nueces County
- \_\_\_\_\_ Hoggard, Justin; Adult Basic and Continuing Education – Bee County
- \_\_\_\_\_ Horvath, Stephanie; Private Sector – Aransas County
- \_\_\_\_\_ Hunter, Ofelia; CBO/OL – Jim Wells County
- \_\_\_\_\_ Keener, Marcia, **Secretary**; CBO – San Patricio County
- \_\_\_\_\_ Lopez, Omar; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Nelson, Travis; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Owen, John W., **Vice Chair**; Vocational Rehabilitation Agency – City of Corpus Christi
- \_\_\_\_\_ Ramirez, Carlos; Private Sector – Kleberg County
- \_\_\_\_\_ Salazar, Manny; CBO – Kleberg County
- \_\_\_\_\_ Sample, Edward; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Soliz-Garcia, Velma, **Treasurer**; – Education Agency – San Patricio County
- \_\_\_\_\_ Temple, Susan; Private Sector – San Patricio County
- \_\_\_\_\_ Unda, C. Michelle; Private Sector – City of Corpus Christi
- \_\_\_\_\_ Vasey, Iain; Economic Development – City of Corpus Christi
- \_\_\_\_\_ Wilson, Catrina; CBO – City of Corpus Christi
- \_\_\_\_\_ Wisner, Liza; Private Sector – City of Corpus Christi

\_\_\_\_\_  
Signed

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

**MINUTES**

**Workforce Solutions of the Coastal Bend – Board of Directors Meeting**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83491731769?pwd=NnpCZi9jVjREYtZtQUpXSjVhUUFQQT09>

**Toll-Free Call In**

**888 475 4499 US Toll-free**

**Meeting ID: 834 9173 1769**

**Passcode: 912636**

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

**Board Members**

**Present**

Mary Afuso; post-secondary education – City of CC  
Gary Allsup; public assistance – City of CC  
Sandra Julia Bowen; private sector – Jim Wells County  
Rosie Collin; private sector – Nueces County  
Ray De Los Santos; private sector – Refugio County  
Tracy Florence; CBO – Bee County  
Michelle Flower; private sector – City of Corpus Christi  
Jesse Gatewood; organized labor – Nueces County  
Randy Giesler; private sector - Live Oak County  
Mary Gleason; literacy council – City of CC  
Victor M. Gonzalez, Jr., Past Chair; ps – City of CC  
Vince Goodwine, Parliamentarian; ps – Nueces County

Justin Hoggard; adult basic & cont. ed – Bee County  
Ofelia Hunter; CBO/OL – Jim Wells County  
Marcia Keener, Secretary; CBO – San Patricio County  
Omar Lopez; private sector – City of CC  
John Owen, Vice Chair; vocational rehab. – City of CC  
Carlos Ramirez; private sector – Kleberg County  
Edward Sample; ps & vet rep. – City of CC  
Velma Soliz-Garcia, Treasurer; edu – San Patricio Cnty  
C. Michelle Unda; private sector – City of CC  
Iain Vasey; economic development – City of CC  
Catrina Wilson; CBO – City of CC

**Absent**

Gloria Perez, Chair; private sector – City of CC  
Arnoldo Cantu; private sector – Duval County  
Travis Nelson; private sector – City of CC

Manny Salazar; CBO – Kleberg County  
Susan Temple; private sector – San Patricio County  
Liza Wisner; private sector – City of CC

**Vacancies**

Private Sector - Kenedy County

Public Employment Service – City of CC

**Others Present**

Ken Trevino, WS President/CEO  
Amy Villarreal, WS Chief Operating Officer  
Shileen Lee, WS Chief Financial Officer  
Robert Ramirez, WS Procurement & Contracts Spec.  
Alba Silvas, WS Director of Programs & Planning  
Pam Ross, WS Contract Manager  
Andrea Byrd, WS Contract Manager  
Catherine Cole, WS Contract Manager  
Norma Ochoa, WS Education Liaison  
Jennifer Ledford, WS Student HireAbility Navigator  
Denise Woodson, WS Director of Child Care Programs  
Xena Mercado, WS Acting Public Relations Manager

Rufino Martinez, WS Outreach Analyst  
Janet Neely, WS Administrative Assistant  
Stephanie Horvath, Navy Army Community Credit Union  
Chakib Chehadi, C2GPS, LLC  
Ramsey Olivarez, C2GPS, LLC  
Aaron Smith, C2GPS, LLC  
Rick Zamarripa, C2GPS, LLC  
Geri Escobar, C2GPS, LLC  
Polo Leal, Texas Workforce Commission  
Neil Hanson, BakerRipley  
Kenia Dimas, BakerRipley

**I. Call to Order**

Mr. Owen 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. Board Comments**

Ms. Bowen thanked Dr. Gleason for a successful Child Care Services Committee Meeting. Dr. Gleason thanked Ms. Bowen for her comment.

**VI. Discussion and Possible Action on Minutes of the December 10, 2020 Board of Directors Meeting**

Ms. Afuso moved to approve the minutes of the December 10, 2020 Board of Directors meeting. The motion was seconded by Mr. Vasey and passed.

**VII. Chairman's Report**

Mr. Owen stated there was nothing to report on the Chairman's Report.

**VIII. President/CEO Report**

Mr. Trevino stated from an organizational perspective he is very pleased with the entire team. He is also pleased with our ability to focus in on the business continuity of the organization and service to our customers and those that need service for our region. That is being done at a very high level. For us this was also most recently demonstrated in two awards that we received. Mr. Trevino would like to highlight the awards we received which were the following:

**Foster Youth Award** is given to Workforce Development Boards that have demonstrated service delivery excellence, as shown through performance data. Through the concentrated effort, WFSCB provided a streamlined approach to ensure foster youth were served as a priority population. Additionally, WFSCB focused on work-based learning through work experience and tutoring to assist Foster Youth in the Coastal Bend Region

**Texas HireAbility Award** honors Workforce Development Boards that have successfully promoted employment opportunities for talented and dedicated Texans with disabilities. WFSCB worked to help create inclusive environments through collaboration with community partners to bridge the gaps in services to individuals with disabilities. This is the second year in a row WFSCB has won this award.

Mr. Trevino congratulated the entire team, volunteers and everyone involved. Mr. Trevino recognized Ms. Byrd and Ms. Ledford for spear heading these two projects for us and submitting them to the state. There were 12 awards given out by the state which it was a virtual award ceremony and we won 2 of them. There was one other board, Lower Rio that also won 2 awards. Mr. Trevino mentioned it does not only speak to, we are doing this excellent work in the community, but we are doing that work during a pandemic. We are conducting this business, an outstanding work of excellence recognized by the State of Texas during the most difficult of times and quite frankly to the most difficult population to serve. Mr. Trevino expressed his gratitude for the team, everyone involved, service providers and all the team members who kept this focus.

Mr. Trevino mentioned Ms. Villarreal would discuss Strategic Planning in Information Only. Mr. Trevino stated we are on track to implement our five year Strategic and Business Plan basically

taking us through 2025. Mr. Trevino expressed his appreciation to everyone contributing to the Strategic Planning.

Mr. Trevino expressed how proud he is of the team and being able to get this work done.

**IX. Committee Reports**

*Child Care Services*

Dr. Gleason provided a report on the February 9, 2021 Child Care Services Committee meeting (included on page 14 of the February 25 agenda packet). Ms. Woodson provided additional information.

*Public Relations*

Mr. Gatewood provided a report on the February 10, 2021 Public Relations Committee meeting (included on page 15 of the February 25 agenda packet).

*Workforce Services*

Mr. De Los Santos provided a report on the February 11, 2021 Workforce Services Committee meeting (included on pages 16-17 of the February 25 agenda packet).

**X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #2:**

Ms. Lee presented information on FY 2021 Budget Amendment #2 (included on pages 18-20 of the February 25 agenda packet). The amendment was recommended for approval by the Executive/Finance Committee.

Mr. Vasey moved to approve FY 2021 Budget Amendment #2. The motion was seconded by Mr. Giesler and passed.

**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**

Ms. Villarreal provided information on the 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. Ms. Villarreal stated we are asking that the board approve and allow us to enter into negotiations with the Mission Shopping Center location landlord. Ms. Villarreal mentioned we have a letter of intent but are coming to the board for approval. Mr. Trevino provided additional information.

Mr. Vasey moved to approve 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 with the Mission Shopping Center landlord. The motion was seconded by Ms. Soliz-Garcia and passed.

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

Mr. Trevino stated we are looking for the ratification of the existing Organization's Strategic Goals we put in place in 2010. Mr. Trevino noted we have been ratifying them every couple of years, but there will be an opportunity for the Board of Directors to take a hard look at the Strategic Goals later in the year and the entire business plan after it has been approved by the state and add anything and



amend. Mr. Trevino mentioned we really feel like what we have in place addresses everything we do falls in those buckets of the Strategic Goals. Ms. Villarreal provided additional information.

Mr. De Los Santos moved to approve the ratification of the Organization’s Strategic Goals. The motion was seconded by Dr. Gleason and passed.

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

Ms. Villarreal presented the WFSCB Strategic Business Plan in accordance with the WD Letter 18-20 (included on page 28 of the February 25 agenda packet).

Ms. Soliz-Garcia moved to approve the WFSCB Strategic Business Plan in accordance with the WD Letter 18-20. The motion was seconded by Mr. De Los Santos and passed.

**XIV. Consent Agenda Action Items:**

1. Policy #4.0.102.02 – Basic Skill Deficient
2. Policy #4.0.123.00 – Common Exit
3. Policy #4.0.106.02 – Reasonable Distance
4. Policy #4.0.115.07 – Program Non-Compliance
5. Policy #4.0.103.04 – Case Management

Mr. Vasey moved to approve all items on the Consent Agenda. The motion was seconded by Mr. De Los Santos and passed.

**XV. Information Only:**

1. *Monitoring Report*

Ms. Villarreal provided a Monitoring Report for the months of September 2020 – January 2021 (included on pages 60-61 of the February 25 agenda packet). TWC requires that monitoring results be reported to all relevant parties and to the Board of Directors. The monitoring staff conduct fiscal and program reviews for compliance with federal and state laws and regulations, and compliance with TWC and local policies.

**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>	<b>\$894,983</b>	<b>\$1,800,566</b>

➤ **Local Match Contract Certifications – 2nd 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      | • TAMU Kingsville     |
| • Coastal Bend College | • TAMU Corpus Christi |
| • City 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.
- **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.

**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.

2. *Financial Report as of 12/31/2020*

Ms. Lee presented the December Financial Report (included on pages 62-65 of the February 25 agenda packet).

3. *IT Policy 7.0.101.03*

Ms. Lee provided information on the IT Policy 7.0.101.03 (included on pages 66-69 of the February 25 agenda packet).

4. *Facilities Update*

Ms. Villarreal provided a facilities update (included on page 70 of the February 25 agenda packet).

5. *Update on Procurement of Direct Child Care Services Management*

Mr. Ramirez provided an update on Procurement of Direct Child Care Services Management (included on pages 71-72 of the February 25 agenda packet).

6. *Update on Future Procurements and Contract Renewals*

Mr. Ramirez provided an update on future procurements and contract renewals (included on pages 73-90 of the February 25 agenda packet).

7. *Performance Measure Update*

Ms. Byrd presented the Performance Measure Update for November 2020 (included on pages 91-97 of the February 25 agenda packet). Ms. Silvas provided additional information.

8. *Strategic Planning 2021 – 2025*

Ms. Villarreal presented the Strategic Planning 2021 – 2025 (included on page 98 of the February 25 agenda packet).

**XVI. Adjournment**

The meeting adjourned at 4:03 pm.

## COMMITTEE REPORT

### **IX – 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:** May 4, 2021

The Committee did have a quorum.

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

1. Summary of Child Care Performance for the Second Quarter of BCY 2021
2. Summary of Child Care Performance for the Month of April of the Third Quarter of BCY 2021
3. Action Plan for Child Care Performance for the Third Quarter of BCY 2021
4. Analysis of Coastal Bend Child Care
5. Child Care Automated Attendance (CCAA) Swipe Cards and POS Devices
6. Excessive Absence Tracking
7. Update on Child Care Quality Program Activities
8. Child Care Quality Program Parent Engagement Meeting and Child Care Newsletter
9. Texas Rising Star (TRS) Assessor Credential Training

**The Committee took the following action:**

The Committee approved the Minutes of the February 9, 2021 Child Care Services Committee Meeting.

## COMMITTEE REPORT

### IX – 2. Public Relations

**Committee:** Public Relations

Jesse Gatewood, Chair

Carlos Ramirez, Vice Chair

C. Michelle Unda

Tracy Florence

Arnoldo Cantu

Omar Lopez

Ofelia Hunter

Liza Wisner

Rosie Collin

**Date of Committee meeting:** May 5, 2021

The Committee did have a Quorum.

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

1. Rural Outreach Project
2. UpSkillCoastalBend.org Web Development
3. National Dislocated Worker (NDW) COVID-19 Initiative
4. Developing the Helping Offices Manage Electronically (HOME) Grant Marketing Campaign
5. Upcoming Events
6. In-Office Recording Studio
7. Expanding Email Marketing – Quarterly Child Care Newsletter
8. Social Media Marketing and Community Partnerships
9. Labor Market Analysis
10. Jobs Report

**The Committee took the following action:**

The Committee approved the Minutes of the February 10, 2021 Public Relations Committee Meeting.

## COMMITTEE REPORT

### IX – 3. Workforce Services

**Committee:** Workforce Services

Ray De Los Santos, Jr., Chair

Michelle Flower, Vice Chair

Randy Giesler

Iain Vasey

Manny Salazar

Susan Temple

Travis Nelson

**Date of Committee meeting:** May 6, 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; February 11, 2021.
- One Board Policy:
  - Policy #4.1.106.00- National Dislocated Worker Grants

**The following information items were discussed and for information only:**

Workforce Center Services:

- Policy Review Schedule- Updated schedule was brought to the committee to list updated board policies to date; a total of 6 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.
- Ms. Geri Escobar 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).
- Ms. Alba Silvas presented information on Unemployment and Labor Market information.

- Ms. Andrea Byrd presented information on Performance Measure; discussion regarding Credential Rates/performance. Mr. Ramsey Olivarez provided information on specific activities to make improvement on measures.

Detailed information can be found in Workforce Services Committee Packet, e-mailed to Board of Directors, by Ms. Janet Neely on Friday, April 30, 2021.

**The Committee took the following action:**

1. Approved the minutes of February 11, 2021 Workforce Services Committee Meeting.
2. Approved for recommendation 1 Board Policy.

Meeting adjourned at: 4:21 pm



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

X. FY 2021 Budget Amendment #3

### **BACKGROUND INFORMATION**

The Workforce Solutions Board of Directors approved the FY 2021 Operating Budget on September 17, 2020. Budget Amendment #3 is attached with a detailed budget narrative.

### **RECOMMENDATION**

The Executive/Finance Committee recommend to the Board of Directors approval of FY 2021 Budget Amendment #3.

**WORKFORCE SOLUTIONS OF THE COASTAL BEND  
BUDGET NARRATIVE  
FY 2021**

The proposed budget amendment #3, includes an overall revenue increase for fund finalizations and contract increases, for a total of \$3,827,512.

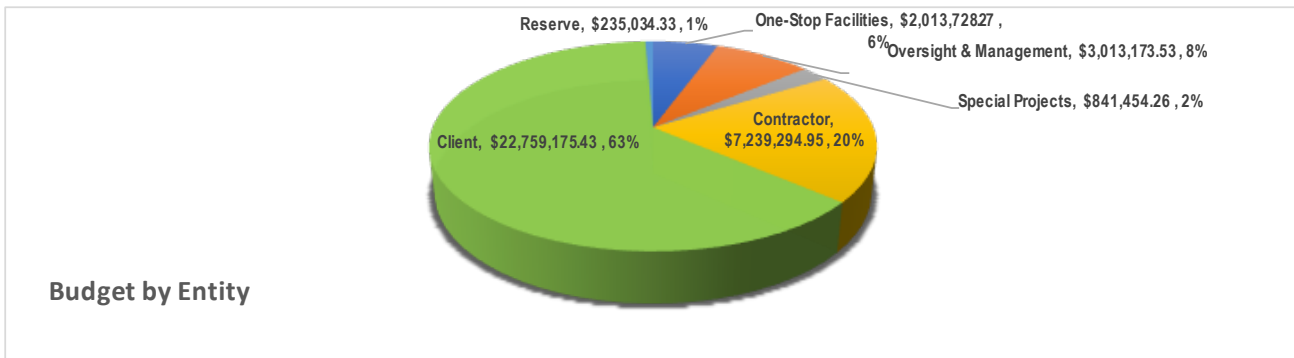
The increase in the budget will be adjusted in Management and Oversight in the following categories: Salaries and Benefits for two FTE's for Career & Education Outreach Specialist (funded out of Choices), Software Expense for increase in software renewals, and Communication Expense for new office internet, The remainder of the amendment will be under One Stop Operations under Contracted services for direct client expenses.

We are requesting approval on budget amendment #3 of the BCY2021 budget.

Contract No.	Program	Amended Budget FY2021	Amendment #3 Fund Finalization / New Funds	Revised Funds Available 03/31/2021
2219WCI000	Workforce Commission Initiatives--Excellence in Rural Service Delivery	27,414	0	27,414
2219ATG000	Apprenticeship Texas Expansion Grant	194,648	(462)	194,186
2219WOS002	Women's Entrep.	0	0	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	289,090	(65,237)	223,854
2220TAN000	TANF Choices	33,349	29,039	62,388
2220REA000	Reemployment Services & Eligibility Assessment	10,000	0	10,000
2220CCQ000	Child Care Quality (CCQ)	178,156	0	178,156
2220CCA000	Child Care Automatic Attendance (CAA)	9,648	0	9,648
2220CCF000	Child Care	11,376	1,525,162	1,536,539
2220CCP000	Child Care DFPS	401,745	0	401,745
2220TRA002	Trade Act Services for Dislocated Workers	0	0	0
2221TRA001	Trade Act Services for Dislocated Workers	18,412	0	18,412
2220WPA001	WPA	146,402	0	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	0	0	0
2220COV001	COVID-Response Statewide	100,175	0	100,175
2220NDW001	COVID-19 Disaster Recovery	1,495,974	0	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	268,355	0	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	95,463	0	95,463
2221CCA000	Child Care Automatic Attendance (CAA)	100,337	0	100,337
2221CCQ000	Child Care Quality (CCQ)	604,920	0	604,920
2221CCF000	Child Care (Oct)	15,039,076	2,339,009	17,378,085
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	6,923	0	6,923
2221WCI001	WCI - Workforce Commission Initiatives	47,543	0	47,543
Non-TWC	VET (10/01/20-09/30/21)	37,411	0	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	94,261	0	94,261
Non-TWC	Walmart (PATHS)	295,357	0	295,357
Non-TWC	Perkins / Riz	75,000	0	75,000
	<b>Grand Total</b>	<b>\$32,274,349</b>	<b>\$3,827,512</b>	<b>\$36,101,861</b>

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

	A FY2021 Revised Budget	B Budget FY21 Amendment #2	C FY2021 Amended Budget	Difference C-A
Grant revenue	\$32,274,349	\$3,827,512	\$36,101,861	\$ 3,827,512
<b>EXPENSES</b>				
<b>Oversight &amp; Management</b>				
Salaries and benefits	\$ 2,626,143	\$ 138,000	\$ 2,764,143	138,000
Facilities and related expense	250,185		250,185	-
Furniture, Equipment & Software	20,000	55,000	75,000	55,000
General administrative expense	187,975		187,975	-
Communication expense	75,982	20,000	95,982	20,000
Professional fees & service	140,963	0	140,963	-
Staff development expense	35,500		35,500	-
Travel expense	38,000	-	38,000	-
<b>Total Oversight &amp; Management Expense</b>	<b>\$ 3,374,748</b>	<b>\$ 213,000</b>	<b>\$ 3,587,748</b>	<b>\$ 213,000</b>
<b>One Stop Operations</b> 6%				
Facilities and related expense	\$ 1,329,121	\$ -	\$ 1,329,121	\$ -
Furniture, Equipment & Software	172,279		172,279	-
General administrative expense	338,221		338,221	-
Communication expense	128,607	0	128,607	-
Professional fees & service	40,500		40,500	-
Client	5,000	-	5,000	-
<b>Total One Stop Operation</b>	<b>\$ 2,013,728</b>	<b>\$ -</b>	<b>\$ 2,013,728</b>	<b>\$ -</b>
Contracted services	\$ 26,885,872	\$ 3,614,512	\$ 30,500,384	\$ 3,614,512
<b>Total expense</b>	<b>\$ 32,274,349</b>	<b>\$ 3,827,512</b>	<b>\$ 36,101,861</b>	<b>\$ 3,827,512</b>
<b>Changes in net assets</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>0</b>



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

XI. Audit Report

### **BACKGROUND INFORMATION**

Staff will present the Independent Audit for Fiscal Year End September 30, 2020.

### **RECOMMENDATION**

Staff recommend the Executive Committee approve the Audit Report for Year Ended September 30, 2020.

DRAFT

# COASTAL BEND WORKFORCE DEVELOPMENT BOARD

ANNUAL FINANCIAL AND COMPLIANCE REPORTS

SEPTEMBER 30, 2020 AND 2019

**abip**

CPAs | ADVISORS

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



TABLE OF CONTENTS

September 30, 2020 and 2019

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





**COASTAL BEND WORKFORCE DEVELOPMENT BOARD**

**CERTIFICATE OF BOARD OF DIRECTORS**

I, \_\_\_\_\_ Chairman of the Board of Directors of Coastal Bend Workforce Development Board, do hereby certify that this accompanying audit report for fiscal years ended September 30, 2020 and 2019, from ABIP, PC, was reviewed and \_\_\_\_\_ approved / \_\_\_\_\_ disapproved at a meeting of the Board of Directors held on the 20th day of May, 2021.

\_\_\_\_\_  
Chairman, Board of Directors

\_\_\_\_\_  
Date



INDEPENDENT AUDITORS' REPORT

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

**Report on the Financial Statements**

We have audited the accompanying financial statements of Coastal Bend Workforce Development Board (a non-profit organization), which comprise the statements of financial position as of September 30, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

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

***Auditors' Responsibility***

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

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

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Coastal Bend Workforce Development Board as of September 30, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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

As described in note 2 to the financial statements, in 2020, the Board adopted new accounting guidance, FASB Accounting Standards Update No. 2018-08 (Topic 605), “*Not-for-Profit Entities: Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*”. Our opinion is not modified with respect to this matter.

***Other Matters******Other Information***

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

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 20, 2021 on our consideration of Coastal Bend Workforce Development Board’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Coastal Bend Workforce Development Board’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Coastal Bend Workforce Development Board’s internal control over financial reporting and compliance.

San Antonio, Texas  
May 20, 2021

**FINANCIAL SECTION**



## STATEMENTS OF FINANCIAL POSITION

September 30,

	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>		
CURRENT ASSETS		
Cash	\$ 1,001,094	\$ 1,014,455
Grants receivable	3,394,767	2,114,530
Account receivable - subcontractor	-	2,515
Account receivable - other	2,660	9,959
Other assets	<u>236,382</u>	<u>184,100</u>
Total current assets	<u>4,634,903</u>	<u>3,325,559</u>
PROPERTY AND EQUIPMENT		
Property and equipment	2,268,300	2,428,607
Less: accumulated depreciation	<u>(1,812,445)</u>	<u>(1,813,002)</u>
Net property and equipment	<u>455,855</u>	<u>615,605</u>
Total assets	<u>\$ 5,090,758</u>	<u>\$ 3,941,164</u>
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Accounts payable	\$ 1,980,784	\$ 2,343,969
Accrued expenses	415,550	446,692
Deferred revenue	1,571,025	-
Accrued vacation	<u>100,105</u>	<u>69,543</u>
Total current liabilities	<u>4,067,464</u>	<u>2,860,204</u>
Total liabilities	<u>4,067,464</u>	<u>2,860,204</u>
NET ASSETS		
Without donor restrictions:		
Unrestricted	567,439	465,355
Investment in property and equipment, net	<u>455,855</u>	<u>615,605</u>
Total net assets	<u>1,023,294</u>	<u>1,080,960</u>
Total liabilities and net assets	<u>\$ 5,090,758</u>	<u>\$ 3,941,164</u>

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

STATEMENTS OF ACTIVITIES AND CHANGE IN NET ASSETS

For the year ended September 30, 2020

	WITHOUT DONOR RESTRICTIONS		TOTAL
	UNRESTRICTED	INVESTMENT IN PROPERTY AND EQUIPMENT	
<b>SUPPORT AND REVENUE</b>			
Grant revenue	\$ 33,778,719	\$ -	\$ 33,778,719
Grant revenue - non federal	362,224	-	362,224
Interest income - non federal	<u>2,574</u>	<u>-</u>	<u>2,574</u>
Total support and revenue	<u>34,143,517</u>	<u>-</u>	<u>34,143,517</u>
<b>EXPENSES</b>			
Administration	1,285,259	-	1,285,259
Program services	<u>32,756,174</u>	<u>-</u>	<u>32,756,174</u>
Total expenses	<u>34,041,433</u>	<u>-</u>	<u>34,041,433</u>
Increase in net assets	102,084	-	102,084
<b>OTHER REVENUES AND (EXPENSES)</b>			
Fixed assets - additions	-	44,613	44,613
Depreciation expense	<u>-</u>	<u>(204,363)</u>	<u>(204,363)</u>
Change in net assets	102,084	(159,750)	(57,666)
NET ASSETS AT BEGINNING OF YEAR	<u>465,355</u>	<u>615,605</u>	<u>1,080,960</u>
NET ASSETS AT END OF YEAR	<u>\$ 567,439</u>	<u>\$ 455,855</u>	<u>\$ 1,023,294</u>

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



STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS

For the year ended September 30, 2019

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

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

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2020

	<u>ADMINISTRATION</u>	<u>PROGRAM SERVICES</u>	<u>TOTAL</u>
Direct care	\$ -	\$ 19,986,487	\$ 19,986,487
Communication expense	14,612	164,830	179,442
Furniture and equipment	-	7,572	7,572
Insurance	18,786	31,500	50,286
Bank fees	600	-	600
Outreach/public notices	2,799	7,762	10,561
Office expense	44,534	614,249	658,783
Professional fees	84,069	24,087	108,156
Program services	-	9,472,173	9,472,173
Rent and rent related	10,619	713,755	724,374
Salaries and fringe benefits	1,032,575	1,522,606	2,555,181
Subscription/membership	15,086	42,868	57,954
Software	125	99,387	99,512
Travel/staff development/conference fee	29,698	27,059	56,757
Building improvement	-	21,442	21,442
Discretionary	31,756	20,397	52,153
	<u>\$ 1,285,259</u>	<u>\$ 32,756,174</u>	<u>\$ 34,041,433</u>

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

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended September 30, 2019

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

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

## STATEMENTS OF CASH FLOWS

For the year ended September 30,

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (57,666)	\$ 104,459
Adjustments to reconcile change in net assets to cash provided by operating activities		
Depreciation expense	204,363	252,766
(Increase) decrease in operating assets		
Grants receivable	(1,280,237)	489,524
Accounts receivable	9,814	7,381
Other assets	(52,282)	(34,898)
Increase (decrease) in operating liabilities		
Accounts payable	(363,185)	263,562
Deferred revenue	1,571,025	(163,867)
Accrued expenses	(31,142)	(33,574)
Accrued vacation	<u>30,562</u>	<u>(31,615)</u>
Net cash provided by operating activities	<u>31,252</u>	<u>853,738</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(44,613)</u>	<u>(343,595)</u>
Net cash provided by (used in) investing activities	<u>(44,613)</u>	<u>(343,595)</u>
Net increase (decrease) in cash and cash equivalents	(13,361)	510,143
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>1,014,455</u>	<u>504,312</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 1,001,094</u>	<u>\$ 1,014,455</u>

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

## NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(1) Organization and nature of activities

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

(2) Summary of significant accounting policies

## Financial statement presentation

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

- *Net assets without donor restrictions* include those net assets whose use is not restricted by donor-imposed stipulations. Restricted grant proceeds or contributions whose restrictions are met in the same reporting period are reported as revenue without donor restrictions.
- *Net assets with donor restrictions* include net assets subject to donor-imposed restrictions that may or will be satisfied by the actions of the Board or the passage of time. The Board had no net assets with donor restrictions at September 30, 2020 and 2019.

## Basis of accounting

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

## Estimates

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

## Allowances for uncollectable

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

## NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(2) Summary of significant accounting policies (continued)

## Cash and cash equivalents

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

## Revenue/receivable concentrations

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

## Functional expense allocation

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

## Fixed assets

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

## Income taxes

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

## Change in accounting policy

During fiscal year 2020, the Board has adopted Accounting Standards Update (ASU) No. 2018-08 Not-for-Profit Entities: *Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made* (Topic 605) as management believes the standard improves the usefulness and understandability of the Board's financial reporting.

NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(3) Deposits and collateral

At September 30, 2020 and 2019, the total bank balances were \$1,013,263 and \$1,089,846, respectively. Bank balances of \$250,000 are covered by federal depository insurance. At September 30, 2020 and 2019, all of the Board’s bank balances were covered by federal depository insurance as well as collateralized securities held by the pledging institution.

(4) Grants receivable

	<u>2020</u>	<u>2019</u>
Due from Texas Workforce Commission		
Child care	\$ 2,030,850	\$ 549,432
Choices/TANF	421,241	450,527
Wagner-Peyser Employment Services	2,503	23,273
NCP	-	21,093
Military Family Support Pilot	7,175	-
Workforce Innovation and Opportunity Act Adult	164,959	154,502
Summer Earn and Learn Program	-	26,398
Workforce Innovation and Opportunity Act Dislocated	286,770	104,801
Workforce Investment Act and Opportunity Alternative Statewide	47,322	-
Workforce Innovation and Opportunity Act Youth	248,568	323,842
Workforce Innovation and Opportunity Act Rapid Response	532	-
Apprenticeship USA Grants	-	1,828
Resource Administration Grant	6,923	1
SNAP E & T	132,470	49,933
SNAP E & T ABAWD	-	68,369
Externships for Teachers	-	104,938
Trade Act Services	2,415	1,714
Workforce Commission Initiatives	-	39,513
Vocational Rehabilitation	5,092	28,071
National Dislocated Worker-Disaster Grant	-	123,841
Service Fund	13,883	13,883
Reemployment Services and Eligibility Assessment	-	20,501
VRS Student Hireability Navigator	-	5,368
COVID-19 Disaster Recovery	24,064	-
Working Women Resource Coordination Cooperative	-	2,702
	<u>                    </u>	<u>                    </u>
Total due from Texas Workforce Commission	<u>\$ 3,394,767</u>	<u>\$ 2,114,530</u>

## NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(5) Deferred revenue

	<u>2020</u>	<u>2019</u>
Deferred revenue		
Child Care Protective Services	\$ 1,361,087	\$ -
Workforce Innovation and Opportunity Act Adult	15,006	-
Workforce Innovation and Opportunity Act Dislocated	5,056	-
Board Service Award	19,086	-
Student Hireability	8,566	-
Reemployment Services and Eligibility Assessment	3,413	-
Women's Entrepreneurship	500	-
Workforce Commission Initiatives	2,147	-
COVID-19 Disaster Recovery	10,775	-
Walmart Foundation	<u>145,389</u>	<u>-</u>
Total deferred revenue	<u>\$ 1,571,025</u>	<u>\$ -</u>

(6) Fixed assets

	<u>BALANCE 10/1/2019</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>BALANCE 9/30/2020</u>
Fixed assets:				
Equipment	\$ 780,204	\$ 7,572	\$ (204,920)	\$ 582,856
Software	21,915	-	-	21,915
Building improvements	<u>1,626,488</u>	<u>37,041</u>	<u>-</u>	<u>1,663,529</u>
Total fixed assets	<u>2,428,607</u>	<u>44,613</u>	<u>(204,920)</u>	<u>2,268,300</u>
Accumulated depreciation:				
Equipment	(424,918)	(109,703)	204,920	(329,701)
Software	(18,165)	(3,000)	-	(21,165)
Building improvements	<u>(1,369,919)</u>	<u>(91,660)</u>	<u>-</u>	<u>(1,461,579)</u>
Total accumulated depreciation	<u>(1,813,002)</u>	<u>(204,363)</u>	<u>204,920</u>	<u>(1,812,445)</u>
Fixed assets - net	<u>\$ 615,605</u>	<u>\$ (159,750)</u>	<u>\$ -</u>	<u>\$ 455,855</u>



NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(7) Compensated absences

The Board employees are granted vacation pay in varying amounts based on length of service. Accrued unused vacation is paid upon an employee’s termination. Compensated absences are charged to the applicable program when taken. The earned amount as of September 30, 2020 and 2019, was \$100,105 and \$69,543, respectively.

(8) Operating leases

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

2021	\$ 431,503
2022	497,290
2023	201,663
2024	201,663
2025	209,811
2026-2030	<u>1,092,851</u>
	<u>\$ 2,634,781</u>

Rental expense for the year ended September 30, 2020 and 2019 was \$386,618 and \$368,972, respectively.

(9) Retirement plan

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

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

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

## NOTES TO FINANCIAL STATEMENTS

September 30, 2020 and 2019

(9) Retirement plan (continued)

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

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

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

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

Existing and new employees, who have previously worked with any workforce organization (Board, One-Stop contractors, or TWC) within the State of Texas, shall be allowed to carry over their years of service earned at that organization to the Board's retirement plan. Contributions paid during the fiscal period were \$57,960 and \$50,200 for years ended 2020 and 2019, respectively.

(10) Economic dependence

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

(11) Contingencies

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

(12) Subsequent events

Management has evaluated subsequent events through May 20, 2021, the date the financial statements were available to be issued. No significant subsequent events occurred.

**SINGLE AUDIT SECTION**



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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Coastal Bend Workforce Development Board (a nonprofit organization), which comprise the statements of financial position as of September 30, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated May 20, 2021.

### **Internal Control Over Financial Reporting**

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

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

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

## Compliance and Other Matters

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

## Purpose of this Report

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

San Antonio, Texas  
May 20, 2021

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

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

**Report on Compliance for Each Major Federal and State Program**

We have audited Coastal Bend Workforce Development Board's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the State of Texas Single Audit Circular that could have a direct and material effect on each of Coastal Bend Workforce Development Board's major federal and state programs for the year ended September 30, 2020. Coastal Bend Workforce Development Board's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

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

***Auditors' Responsibility***

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

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

### ***Opinion on Each Major Federal and State Program***

In our opinion, Coastal Bend Workforce Development Board complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2020.

### **Report on Internal Control over Compliance**

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

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

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

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

San Antonio, Texas  
May 20, 2021



SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

Year ended September 30, 2020

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	AWARD AMOUNT	CURRENT FISCAL YEAR EXPENDITURES	PASS THROUGH TO SUBRECIPIENTS
<b>FEDERAL FUNDS</b>					
<b>U.S. Department of Labor</b>					
Passed Through Texas Workforce Commission and Texas Veteran's Commission:					
<b>Employment Service Cluster</b>					
Wagner-Peyser Employment Services	17.207	2220WPA001	\$ 175,760	\$ 129,412	\$ 125,694
Wagner-Peyser Employment Services	17.207	2219WPA000	109,713	78,638	74,214
Workforce Commission Initiatives	17.207	2220WCI000	22,126	4,654	4,654
Reemployment Services and Eligibility Assessment	17.225	2220REA000	264,388	260,293	237,454
Reemployment Services and Eligibility Assessment	17.225	2219REA000	197,101	(1,667)	(1,667)
Resource Administration Grant	17.207	2220RAG000	5,192	5,192	4,483
Veterans Employment Services	17.801	VES 19-22	27,000	27,000	24,560
Veterans Employment Services	17.804	VES 19-22	9,000	9,000	9,000
<b>Total Employment Service Cluster</b>			<b>810,280</b>	<b>512,522</b>	<b>478,392</b>
<b>WIA Cluster</b>					
Workforce Innovation and Opportunity Act - Adult	17.258	2220WOA000	1,644,710	(15,006)	(15,006)
Workforce Innovation and Opportunity Act - Adult	17.258	2219WOA000	1,634,596	1,459,080	1,328,198
Workforce Innovation and Opportunity Act - Adult	17.258	2218WOA000	2,127,655	281,711	200,836
Externships for Teachers	17.258	2219EXT001	137,103	2,065	-
Military Family Support Pilot	17.258	2220WOS001	54,704	61,681	57,452
Military Family Support Pilot	17.258	2219WOS001	42,319	15,665	13,032
Workforce Commission Initiatives	17.258	2219WCI000	77,755	56,872	38,973
Women's Entrepreneurship	17.258	2219WOS002	58,207	254	254
COVID Response	17.258	2220COV001	91,628	19,051	17,551
Board Service Award - Navigator	17.258	2220BSA002	50,000	10,789	-
Workforce Innovation and Opportunity Act- Youth	17.259	2218WOY000	2,223,418	463,624	408,710
Workforce Innovation and Opportunity Act- Youth	17.259	2219WOY001	1,711,066	1,320,142	1,158,238
Working Women Resource Coordination Cooperative HHRI	17.261	2218WDR000	100,000	25,419	23,244
National Dislocated Worker Disaster Grant Project TX-32	17.277	2217NDW001	6,074,683	341,434	341,434
COVID-19 Disaster Recovery	17.277	2220NDW001	1,524,465	28,491	28,491
Board Service Award - WE	17.278	2220BSA001	15,000	7,550	-
WIOA Alternative Statewide	17.278	2219WAF001	812,796	136,259	136,158
COVID Response	17.278	2220COV001	91,628	19,051	19,051
Workforce Innovation and Opportunity Act- Dislocated	17.278	2219WOD000	1,363,801	802,082	715,928
Workforce Innovation and Opportunity Act- Dislocated	17.278	2218WOD000	1,489,075	488,347	401,133
Workforce Innovation and Opportunity Act- Rapid Response	17.278	2220WOR000	22,417	533	533
Workforce Innovation and Opportunity Act- Rapid Response	17.278	2219WOR000	22,772	592	592
National Dislocated Worker Disaster Grant Project TX-32	17.286	2217NDW001	2,158,317	946,018	887,218
<b>Total WIA Cluster</b>			<b>23,528,116</b>	<b>6,471,702</b>	<b>5,762,020</b>
Trade Act Services	17.245	2220TRA000	62,412	3,658	3,658
Resource Administration Grant	17.273	2220RAG000	485	485	485
Apprenticeship USA Grants	17.285	2219ATG000	199,100	2,307	-
<b>Total U.S. Department of Labor</b>			<b>24,600,393</b>	<b>6,990,674</b>	<b>6,244,555</b>
<b>U.S. Department of Agriculture</b>					
Passed Through Texas Workforce Commission:					
<b>SNAP Cluster</b>					
Supplemental Nutrition Assistance Program	10.561	2219SNE000	629,295	(2,175)	(2,175)
Supplemental Nutrition Assistance Program	10.561	2220SNE000	648,065	638,461	574,911
<b>Total U.S. Department of Agriculture</b>			<b>1,277,360</b>	<b>636,287</b>	<b>572,736</b>

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

Year ended September 30, 2020

GRANTOR/PASS-THROUGH GRANTOR PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH GRANTOR'S NUMBER	AWARD AMOUNT	CURRENT FISCAL YEAR EXPENDITURES	PASS THROUGH TO SUBRECIPIENTS
<b><u>FEDERAL FUNDS (CONTINUED)</u></b>					
<b><u>U.S. Department of Health and Human Services</u></b>					
Passed Through Texas Workforce Commission:					
<b>CCDF Cluster</b>					
Child Care Services Formula Grant	93.596	2220CCF000	\$ 3,427,163	\$ 3,427,163	\$ 3,427,163
Childcare Local Initiative Grant	93.596	2219CCM000	1,742,626	1,516,078	1,516,078
Childcare Local Initiative Grant	93.596	2220CCM000	1,789,966	1,789,966	1,789,966
Workforce Commission Initiatives	93.575	2219WCI000	28,194	(6,530)	(6,530)
Child Care Services Formula Grant	93.575	2220CCF000	14,997,862	13,023,462	11,705,704
Child Care Services Formula Grant	93.575	2219CCF000	8,651,523	296,766	196,968
Child Care Automation Grant	93.575	2220CAA000	90,689	90,689	90,689
Childcare Quality Improvement Activity Grant	93.575	2220CCQ000	587,837	219,249	83,240
Childcare Quality Improvement Activity Grant	93.575	2219CCQ000	575,104	122,336	93,491
<b>Total CCDF Cluster</b>			<u>31,890,965</u>	<u>20,479,179</u>	<u>18,896,769</u>
<b>TANF Cluster</b>					
Wagner-Peyser Employment Services	93.558	2220WPA001	107,457	897	897
Non-Custodial Parent Choices Program	93.558	2219NCP000	87,632	(1,989)	(1,989)
Non-Custodial Parent Choices Program	93.558	2220NCP001	87,632	80,919	65,750
Temporary Assistance to Needy Families	93.558	2219TAN001	100,000	74,772	66,015
Temporary Assistance to Needy Families	93.558	2220TAF000	2,314,640	2,255,697	2,009,906
Temporary Assistance to Needy Families	93.558	2219TAF000	2,046,070	157,444	136,983
Workforce Commission Initiatives	93.558	2219WCI000	51,067	9,493	9,494
Workforce Commission Initiatives	93.558	2220WCI000	51,067	9,592	9,581
<b>Total TANF Cluster</b>			<u>4,845,565</u>	<u>2,586,825</u>	<u>2,296,637</u>
Child Care Services Formula Grant	93.667	2220CCF000	43,605	43,605	43,605
<b>Total Social Services Block Grant</b>			<u>43,605</u>	<u>43,605</u>	<u>43,605</u>
<b>Total U.S. Department of Health and Human Services</b>			<u>36,780,135</u>	<u>23,109,609</u>	<u>21,237,011</u>
<b>Total Federal Awards</b>			<u>36,780,135</u>	<u>30,736,570</u>	<u>28,054,302</u>
<b><u>STATE FUNDS</u></b>					
<b><u>Texas Workforce Commission</u></b>					
Temporary Assistance to Needy Families	NA	2220TAF000	311,315	311,315	311,315
Non-Custodial Parent Choices Program	NA	2220NCP001	54,771	54,771	54,771
Resource Administration Grant	NA	2220RAG000	1,246	1,246	1,246
Supplemental Nutrition Assistance Program	NA	2220SNE000	118,099	118,099	94,401
Child Care Department of Family Protective Services	NA	2219CCP000	1,728,638	(96,510)	(96,510)
Child Care Department of Family Protective Services	NA	2220CCP000	1,593,100	1,191,370	1,152,691
Child Care Services Formula Grant	NA	2220CCF000	1,461,857	1,461,857	1,461,857
<b>Total State Awards</b>			<u>5,269,026</u>	<u>3,042,149</u>	<u>2,979,771</u>
<b>TOTAL FEDERAL AND STATE AWARDS</b>			<u>\$ 42,049,161</u>	<u>\$ 33,778,719</u>	<u>\$ 31,034,073</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

September 30, 2020

(1) Basis of presentation

The schedule of expenditures of federal and state awards presents expenditures for all federal and state assistance awards that were in effect for the year ended September 30, 2020 for Coastal Bend Workforce Development Board. The information in this schedule is presented in accordance with the requirements of the Uniform Guidance and State of Texas Single Audit Circular.

(2) Summary of significant accounting policies

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

Coastal Bend Workforce Development Board elected not to use the 10 percent de minimus indirect cost rate.

(3) Relationship to financial statements

Total expenses:

Per statement of activities and change in net assets	\$ 34,041,433
Per schedule of federal awards	<u>30,736,570</u>
	<u>\$ 3,304,863</u>

Non federal and state expenses:

State	\$ 3,042,149
Non-federal	<u>262,714</u>
	<u>\$ 3,304,863</u>

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended September 30, 2020

SECTION I: SUMMARY OF AUDITOR’S RESULTS

**Financial Statements**

Type of auditors’ report issued: Unmodified

Internal control over financial reporting:

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

Noncompliance material to the financial statements noted?      Yes   X   No

**Federal and State Awards**

Internal control over major programs:

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

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

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

Identification of major programs:

Federal:

<u>CFDA NUMBER(S)</u>	<u>NAME OF FEDERAL/STATE PROGRAM OR CLUSTER</u>
93.575/93.596	Child Care Development Funds

State:

N/A	Child Care Services Formula Grant (2220CCF000)
-----	--

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

- Federal - \$922,097
- State - \$300,000

Auditee qualified as low-risk auditee?   X   Yes      No

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

For the year ended September 30, 2020

SECTION II: FINANCIAL STATEMENT FINDINGS

No matters were reported.

SECTION III: FEDERAL AND STATE AWARD FINDINGS AND QUESTIONED COSTS

No matters were reported.

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS

For the year ended September 30, 2020

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

## ITEM FOR DISCUSSION AND POSSIBLE ACTION

XII – 1. Board Policies

### BACKGROUND INFORMATION

Board Professionals have reviewed and made recommended changes to each of the following Board Policies.

**1. Policy #4.1.106.00- National Dislocated Worker Grants(NDWG).**

New Policy- created as suggested by Department of Labor(DOL) Technical visit March 9<sup>th</sup>-11<sup>th</sup>. To allow for a designated place for guidance to service provider, identify activities with board Local Flexibility(LF) or No Local Flexibility(NLF), make reference to other board policies applicable to NDWG, and indicate effective dates.

### RECOMMENDATION

The Board of Directors approve the policy as reviewed and approved by the Workforce Services Committee on May 6, 2021.



**WORKFORCE SOLUTIONS**  
of the Coastal Bend

**POLICY-NEW**  
**DRAFT**

---

<b>CATEGORY:</b>	<b>Workforce Programs-WIOA</b>	<b>No: 4.1.106.00</b>
<b>TITLE:</b>	<b>National Dislocated Worker Grants(NDWG)</b>	
<b>SUPERSEDES:</b>	<b>N/A</b>	
<b>EFFECTIVE:</b>	<b>May 21, 2021</b>	
<b>BOARD APPROVAL:</b>	<b>May 20, 2021</b>	
<b>DATE OF LAST REVIEW:</b>	<b>May 6, 2021</b>	

---

**I. PURPOSE:**

To set forth a directive to service providers, contractors, partners when funds for WIOA National Dislocated Worker Grants(NDWG) are awarded to Workforce Solutions of the Coastal Bend(WFSCB); Service delivery procedures/protocols must be created by service providers. Board Policy will provide guidance on service delivery points requiring a procedure/protocol to exist, effective and implementation dates, and resources on governing rules from Department of Labor(DOL) and Texas Workforce Commission(TWC).

**II. DEFINITIONS:**

**National Dislocated Worker Grant(NDWG)-** there are two types of grants under NDWG: Disaster Recovery grants and Employment Recovery grants. NDWG funds may be used to provide employment and training services to dislocated workers and other eligible individuals. NDWG funds may also be used to provide disaster-relief and humanitarian-assistance employment in disaster-declared areas, as well as employment and training services for such employment as appropriate.

**III. POLICY STATEMENT:**

The Board shall ensure that contracted service provider creates and implements NDWG procedures/protocols for following service delivery points:

**1. Customer Contact Requirement-** in accordance with TWC WD Letter 06-13; Documenting Services and participant contact in The Workforce Information System of Texas(TWIST) Counselor Notes.

**2. Outreach-** plan to include targeted population in designated and declared disaster. Declaration must exist.

**3. Eligibility-** to include eligibility guidelines set forth by DOL Guidance(TEGLs) and TWC



Guidance (WD Letters). It is important to note: DOL has indicated self-attestation is acceptable for an initial temporary eligibility for affected individuals.

**4. Assessment-** to document the immediate needs, plans for barriers in order to enter training or employment services. Employment Plans to include immediate and long-term goals.

**5. Support Services-** Must follow the Workforce Innovation and Opportunity Act Guidelines for Adults, Dislocated Workers, and Youth; Section II, Services for Adults and Dislocated Workers, and Section V, WIOA Youth, program Elements. Board Support Service Policy further outlines the local Support Services Guidelines to be implemented. Board Policy allows for Board President/CEO to adjust support services categories, amounts, frequency of payments for NDWG and when a disaster is declared; this allows for immediate services to impacted communities and customers. If no adjustments are made, service provider must adhere to guidelines as written in active board policy.

**6. Allowable Activities** -under NDWG- Must include activities intended to provide a fully, integrated, demand-driven response to the employment needs of individuals impacted. Allowable activities include all employment and training activities normally available to dislocated workers through career centers. Board will provide all service providers with specifics on which activities to be carried out as per local board plan/deliverables submitted to TWC. Some examples of allowable activities may include: Disaster Relief Employment, Career Center Services, Training Services, Support Services, Needs Related Payments.

**IV. TWIST DATA:**

Service Provider must create procedures for data entry in order to capture all service delivery points. TWC may implement enhancements to TWIST to allow for tracking and reporting of NDWG Participation. Specific Fund and sub-fund codes will be made available to service providers as soon as guidance is received from TWC.

**V. PROCEDURES:**

The Board will continue to monitor federal, state, and local government actions and make revisions as needed to help service providers deliver services to impacted communities & customers in local areas during declared crisis.

Service Provider Procedures/protocols must be created within 10 business days of receipt of guidelines from board; the creation of these must not delay services to eligible customers. It is critical for Service Provider(s) to pivot according to direction being provided, inform career center staff of changes, and provide implementation dates within their procedures/protocols.

**VI. RELATED POLICY INFORMATION:**

- TEGL 12-19, issued March 18, 2020; providing revised guidance to states about NDWG. This TEGL rescinds TEGL 02-15 titled Operational Guidance for National Dislocated Worker Grants/pursuant to the Workforce Innovation and Opportunity Act(WIOA or Opportunity Act).
- TWC- COVID-19 Pandemic: Operational Response Guide(s); Last update version dated: February 2, 2021.

- TEGL 14-18, “Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor(DOL); published March 25, 2019.
- TEGL 19-16, Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act(WIOA) and the Wagner-Peyser Act Employment Services(ES), as amended by Title III of WIOA, and for Implementation of the WIOA Final Rules, dated March 1, 2017.
- TEGL 10-09, Implementing Priority of Services for Veterans and Eligible Spouses in all qualified Job Training Programs funded in whole or part by the US DOL, dated November 10, 2009.
- TEGL- 28-10, Federal Financial Management and Reporting Definitions, dated May 27, 2011.
- TWC WD 27-07, issued August 1, 2007, and entitled “Integrated Data Collection and Performance Management

**VII. RESPONSIBILITIES:**

Board Staff shall ensure that all relevant staff and service provider(s) are informed of and comply with this policy. The Contracted Service Provider(s) shall ensure that appropriate procedures are implemented, and that relevant staff receive training regarding the requirements of this policy.

**VIII. FORMS AND INSTRUCTIONS:**

**IX. DISTRIBUTION:**

Board of Directors       Board Staff       Contracted Service Provider Staff

**X. SIGNATURES:**

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

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

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

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

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

XII – 2. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for the Direct Child Care Services Management

### **BACKGROUND INFORMATION**

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

On February 17, 2021, WFSCB issued the RFP for Direct Child Care Services Management. The RFP was published in the local newspaper, WFSCB's website, as well as the Texas Register, a state-wide publication. Additionally, approximately twenty-one (21) notices were sent out to potential contractors listed on our bidders list.

As a result of the RFP, we received one response. The proposal was received from BakerRipley.

The proposal was reviewed and scored by a team of three independent evaluators. The team evaluation report will be provided at the committee meeting.

### **RECOMMENDATION**

The Board of Directors to authorize the President/CEO to execute a contract for the Direct Child Care Services Management with the selected subrecipient contingent on successful contract negotiations.

**Workforce Solutions of the Coastal Bend  
Management and Operations of Child Care System  
Proposals  
Evaluator Team Report  
April 26, 2021**

Richard Rogers, Lead Evaluator

Workforce Solutions Coastal Bend released a request for proposal for Direct Child Care Services management on February 17, 2021. The procurement process consisted of an application phase, to ascertain entities qualified to provide the requested services, and a proposal phase, where qualified applicants submitted their proposed approach to the management and operation of the career center system. Only one applicant applied and submitted a proposal for management of child care services. The one proposal from the current contractor, Baker Ripley, was received on April 19, 2021 and reviewed by an independent proposal evaluation team.

The evaluation team was selected by Workforce Solutions of the Coastal Bend based on a Request for Qualifications conducted to procure proposal evaluators. Three evaluators experienced in child care management proposal review were selected by Board Staff. Richard Rogers was selected as lead evaluator.

The proposal was independently reviewed by the team and found to be responsive to the Board Request For Proposal. The results of the evaluation are presented below.

<b>Proposer</b>	<b>Status</b>	<b>Average Proposal Score</b>
<b>Baker Ripley</b>	Qualified	86.98

The strengths and weaknesses of the proposal are presented on the next page.

## Proposal Reviewer Comments

### Baker Ripley

**Total Proposed Budget Amount: \$1,297,149**

**Total Amount for Salaries and Fringe: \$1,021,694**

**Total Number of Staff FTEs: 18**

**Total Mount for Direct Participant Services: \$16,990,493**

#### Strengths:

- Current child care management services contractor with record of success and innovation
- Significant experience in the request services
- Good management and staffing practices
- Very good staff development processes
- Good data management
- Budget appears reasonable.
- Successful partnerships with workforce and other community partners

#### Deficiencies:

- Limited transition plan discussion
- One or two budget elements need more explanation.
- No in-kind contribution proposed.
- Some responses were adequate but could have had more information.
- Should have included full customer survey document instead of just first page, which had no questions regarding service quality.

#### Evaluator Comments:

- **Overall a very strong proposal. Contractor has solid systems and processes in place to administer the program successfully.**
- **Appears capable of continued service of the contract.**
- **Competent contractor with long history of performance**

## ITEM FOR DISCUSSION AND POSSIBLE ACTION

XII – 3. Discussion and Possible Action to Authorize the President/CEO to Execute the Options for Renewal of Contracts for Fiscal Year 2021-22

### BACKGROUND INFORMATION

Board staff have been working on the renewals of current contracts for the new fiscal year beginning October 1, 2021.

A review of the expectations detailed in the contracts listed below has been completed. Based upon the review, Board staff have determined it is advisable to proceed with the options for the contract renewals subject to successful contract negotiations.

The contract renewals are as follows:

#### ***Management and Operations of the Career Center System***

Contract Renewal #2 of 3 with C2 Global Professional Services for an additional one-year period from October 1, 2021 to September 30, 2022. The initial amount for the current fiscal year October 1, 2020 through September 30, 2021 is \$8,693,237.24. The amount for the new contract for the upcoming fiscal year will be determined based upon the new fiscal allocations and contract negotiations.

#### ***Legal Services***

Contract Renewal #2 of 3 with Woods, Boykin, Wolter, P.C. for an additional year one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the current fiscal year period of October 1, 2020 to September 30, 2021 was \$20,000.00. The contract renewal amount will be \$25,000.00.

#### ***Banking Services***

Contract Renewal #2 of 3 with Frost Bank for an additional one-period from October 1, 2021 to September 30, 2022. The initial contract amount for the current fiscal year period of October 1, 2020 to September 30, 2021 is based on actual bank fee rates.

#### ***Transportation Service Providers (for participants)***

Contract Renewal #1 of 2 with Rural Economic Assistance League (REAL) and Kleberg County Human Services for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amounts budgeted for REAL and Kleberg during the current year from October 1, 2020 through September 30, 2021 was \$5,000.00. The amount of the contract renewals for each contractor will be the same of \$5,000.00.

#### ***Gasoline Cards (for participants)***

Contract Renewal #2 of 3 with Valero Payment Services Company for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the period of October 1, 2020 through September 30, 2021 is \$204,000.00. The contract renewal amount will be the same of \$204,000.00.

***Architecture/Certified Space Planning Services***

Contract Renewal #3 of 3 with WKMC Architects, Inc. for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the current fiscal year is \$4,010.00. The contract renewal amount will be \$5,000.

***Janitorial Services***

Contract Renewal #2 of 3 with M&Rs Elite Janitorial Solutions, LLC for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the period of October 1, 2020 through September 30, 2021 is \$131,520.00. The contract renewal amount will be the same of \$131,520.00.

***Fire and Security Alarm Monitoring, Testing, and Maintenance Services***

Contract Renewal #1 of 2 with The Safeguard System, Inc. for an additional one-year period from October 1, 2020 to September 30, 2021. The initial contract amount for the current fiscal year is \$10,000.00. The contract renewal amount will be the same of \$10,000.00.

***Security Guard Services***

Contract Renewal #1 of 2 with Sec Ops, Inc. for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the period of October 1, 2020 through September 30, 2021 is per contract hourly.

***Print Shop and Copy Services***

Contract Renewal #1 of 1 with Grunwald Printing Co. an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the current fiscal year is \$11,000.00. The contract renewal amount will be the same of \$11,000.00.

***Economic and Labor Market Information Tool***

Contract Renewal #1 of 2 with Economic Modeling, LLC for an additional one-year period from October 1, 2021 to September 30, 2022. The initial contract amount for the current fiscal year is \$16,000.00. The contract renewal amount will be the same of \$16,000.00.

The above contracts were competitively procured, and the services provided have been determined to be satisfactory, and in accordance with the contract's statement of work and terms and conditions.

**RECOMMENDATION**

The Board of Directors to authorize the President/CEO to execute options for renewal of contracts for Fiscal Year 2021-22 as listed above. The renewals will be subject to availability of funds and successful contract negotiations.

**ITEM FOR DISCUSSION AND POSSIBLE ACTION**

XIII. Annual Performance Evaluation of the President/CEO



## **INFORMATION ONLY**

XIV - 1. Financial Report as of 03/31/2021

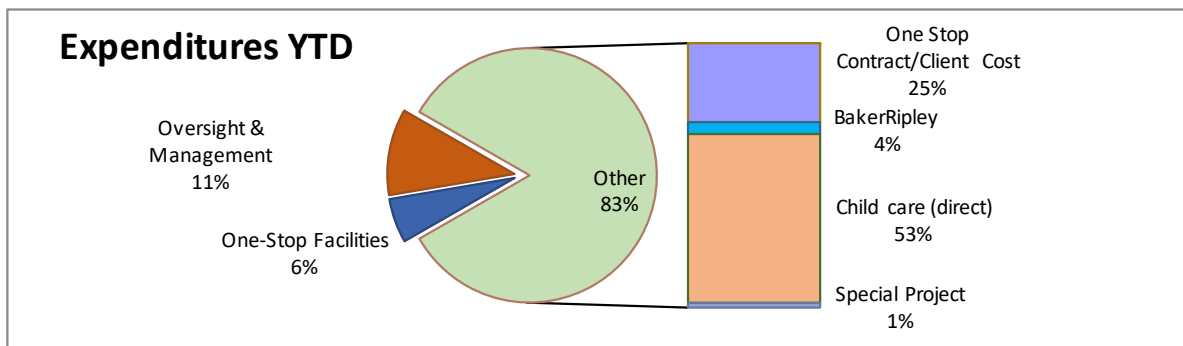
## **BACKGROUND**

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>								
2220CCF001	Child Care	10/1/19	12/31/20	\$21,431,961.00	\$19,491,273.46	\$1,940,687.54	91%	100%
2219ATG000	Apprenticeship Texas Expansion Grant	1/16/19	12/31/20	\$199,100.00	\$183,711.44	\$15,388.56	92%	NA
<b>Expires 5/31/2021</b>								
2219WCI000	WCI - Workforce Commission Initiatives-Rural Expansion	10/1/18	5/31/21	\$175,586.00	\$148,172.37	\$27,413.63	84%	NA
<b>Expires 6/30/2021</b>								
2220WCI001	WCI - Workforce Commission Initiatives	10/1/19	6/30/21	\$75,467.00	\$30,072.35	\$45,394.65	40%	NA
2220COV001	COV - Coronavirus - WIOA Statewide	6/19/20	6/30/21	\$183,256.00	\$123,415.00	\$59,841.00	67%	NA
2220WPA001	Wagner-Peyser Employment Services	10/1/19	6/30/21	\$283,217.00	\$261,033.70	\$22,183.30	92%	85%
2219WOA001	WIOA - PY19 Adult Allocation (July)	7/1/19	6/30/21	\$303,747.00	\$303,747.00	\$0.00	100%	100%
2219WOA001	WIOA - PY19 Adult Allocation (Oct)	7/1/19	6/30/21	\$1,330,849.00	\$1,236,225.36	\$94,623.64	93%	100%
2219WOD001	WIOA - PY19 Dislocated Worker Allocation (July)	7/1/19	6/30/21	\$265,659.00	\$265,659.00	\$0.00	100%	100%
2219WOD001	WIOA - PY19 Dislocated Worker Allocation (Oct)	7/1/19	6/30/21	\$1,098,142.00	\$1,029,907.06	\$68,234.94	94%	100%
2219WOY001	WIOA - PY19 Youth Allocation	7/1/19	6/30/21	\$1,711,066.00	\$1,711,066.00	\$0.00	100%	100%
2220COS002	Skills Development Fund	6/15/20	6/30/21	\$115,000.00	\$0.00	\$115,000.00	0%	NA
2220WOR001	WIOA - PY20 Rapid Response	7/1/20	6/30/21	\$22,417.00	\$1,256.22	\$21,160.78	6%	NA
<b>Expires 8/31/2021</b>								
2219WAF001	WIOA - Alternative Funding for Statewide Activity	7/15/19	8/31/21	\$389,131.00	\$123,030.83	\$266,100.17	32%	78%
Non TWC	KINGSVILLE/BEEVILLE/STAPLES VR EXPENSES	8/1/20	8/31/21	\$176,547.42	\$97,714.61	\$78,832.81	55%	NA
Non TWC	Wage Service for Paid WE 3018VRS171	8/1/20	8/31/21	\$112,500.00	\$6,442.96	\$106,057.04	6%	NA
Non TWC	3018VRS133 - STUDENT HIRABILITY (09/01/20-08/31/21)	8/1/20	8/31/21	\$100,000.00	\$63,204.27	\$36,795.73	63%	NA
Non TWC	Perkins/Riz	7/1/20	8/31/21	\$75,000.00	\$30,186.07	\$44,813.93	40%	NA
<b>Expires 9/30/2021</b>								
2221NCP001	Noncustodial Parent Choices Program	9/1/20	9/30/21	\$142,403.00	\$65,487.50	\$76,915.50	46%	50%
2221RAG001	Resource Administration Grants	10/1/20	9/30/21	\$6,923.00	\$4,108.45	\$2,814.55	59%	50%
2221SNE001	SNAP E&T	10/1/20	9/30/21	\$661,120.00	\$661,120.00	\$0.00	100%	50%
2221TVC001	Texas Veteran's Commission	10/1/20	9/30/21	\$37,411.00	\$16,784.12	\$20,626.88	45%	50%
2221WCI001	WCI - Workforce Commission Initiatives	10/1/20	9/30/21	\$47,543.00	\$4,524.80	\$43,018.20	10%	50%
<b>Expires 10/31/2021</b>								
2221CCQ001	Child Care Quality	10/1/20	10/31/21	\$604,920.00	\$92,618.39	\$512,301.61	15%	38%
2221TAF001	TANF Choices	10/1/20	10/31/21	\$2,496,098.00	\$769,974.46	\$1,726,123.54	31%	38%
<b>Expires 11/30/2021</b>								
2221CAA001	Child Care Attendance Automation Service	10/1/20	11/30/21	\$100,337.00	\$21,797.25	\$78,539.75	22%	NA
<b>Expires 12/31/2021</b>								
2221CCF001	Child Care	10/1/20	12/31/21	\$17,378,085.00	\$7,794,253.42	\$9,583,831.58	45%	33%
2221CCM001	Child Care Local Initiative	10/1/20	12/31/21	\$1,800,566.00	\$0.00	\$1,800,566.00	0%	33%
2221CCP001	Child Care - DFPS	9/1/20	12/31/21	\$1,448,000.00	\$513,151.29	\$934,848.71	35%	38%
2221REA001	Reemployment Services and Eligibility Assessment	10/1/20	12/31/21	\$268,355.00	\$144,596.67	\$123,758.33	54%	33%
2221TRA001	Trade Act Services for Dislocated Workers	10/1/20	12/31/21	\$18,412.00	\$1,690.85	\$16,721.15	9%	NA
2221WPA001	Wagner-Peyser Employment Services	10/1/20	12/31/21	\$95,463.00	\$0.00	\$95,463.00	0%	33%
2221WOS001	Military Family Support	1/1/21	12/31/21	\$54,704.00	\$410.14	\$54,293.86	1%	25%
<b>Expires 3/31/2022</b>								
Non-TWC	Walmart - PATHS	1/1/20	3/31/22	\$300,000.00	\$17,538.86	\$282,461.14	6%	NA
2220NDW001	NDW - Coronavirus	5/5/20	3/31/22	\$1,524,465.00	\$144,238.12	\$1,380,226.88	9%	36%
<b>Expires 6/30/2022</b>								
2220WOA001	WIOA - PY20 Adult Allocation (July)	7/1/20	6/30/22	\$323,028.00	\$290,738.48	\$32,289.52	90%	30%
2220WOA001	WIOA - PY20 Adult Allocation (Oct)	7/1/20	6/30/22	\$1,321,682.00	\$584,251.03	\$737,430.97	44%	30%
2220WOD001	WIOA - PY20 Dislocated Worker Allocation (July)	7/1/20	6/30/22	\$275,893.00	\$248,304.00	\$27,589.00	90%	30%
2220WOD001	WIOA - PY20 Dislocated Worker Allocation (Oct)	7/1/20	6/30/22	\$1,062,135.00	\$195,846.23	\$866,288.77	18%	30%
2220WOY001	WIOA - PY20 Youth Allocation	7/1/20	6/30/22	\$1,726,103.00	\$599,354.70	\$1,126,748.30	35%	30%
				<b>\$59,742,291.42</b>	<b>\$37,276,906.46</b>	<b>\$22,465,384.96</b>		

**WORKFORCE SOLUTIONS OF THE COASTAL BEND**  
**STATEMENT OF ACTIVITIES**  
For the Month Ending  
March 31, 2021

	FY2021 Amended Budget	Current Expenses	YTD	% Expended
<b>REVENUES</b>				
Grant revenue - federal	36,071,861	2,385,546	15,231,724	42%
Grant revenue - Non federal	30,000	74	438	
	<b>36,101,861</b>	<b>2,385,620</b>	<b>15,232,162</b>	<b>42%</b>
<b>EXPENSES</b>				
<b>Oversight &amp; Management</b>				
Salaries and benefits	2,764,143	233,010	1,329,887	48%
Facilities and related expense	250,185	21,758	76,594	31%
Furniture, equipment, & software	75,000	6,768	41,400	55%
General administrative expense	187,975	25,002	166,864	89%
Communication expense	95,982	5,647	51,447	54%
Professional fees and services	140,963	1,581	26,488	19%
Staff development expense	35,500	29	6,913	19%
Travel expense	38,000	216	(3,840)	-10%
<b>Total Oversight &amp; Management Expense</b>	<b>3,587,748</b>	<b>294,012</b>	<b>1,695,753</b>	<b>47%</b>
<b>One Stop Operations</b>				
Facilities and related expense	1,329,121	65,969	660,370	50%
Furniture, equipment, & software	172,279	5,878	41,871	24%
General administrative expense	338,221	12,658	78,383	23%
Communication expense	128,607	10,570	64,451	50%
Professional fees and services	40,500	(6,417)	25,000	62%
<b>Total One Stop Operations</b>	<b>2,013,728</b>	<b>88,658</b>	<b>870,075</b>	<b>43%</b>
<b>Contracted services</b>	<b>30,500,384</b>	<b>2,226,346</b>	<b>12,889,730</b>	<b>42%</b>
<b>Total expense</b>	<b>36,101,861</b>	<b>2,609,016</b>	<b>15,455,558</b>	<b>43%</b>



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

For the Month Ending  
March 31, 2021

**ASSETS**

Current Assets

Cash & Cash Equivalents	\$	69,582
Money Market Account	\$	677,226
Due from TWC		1,637,524
Accounts Receivable		3,042
Prepaid Expense		188,328
Other Assets		33,237
Total Current Assets	\$	<u>2,608,939</u>

Fixed Assets

Building Improvements	\$	1,665,504
Furniture and Equipment		335,226
Less Accumulated Depreciation		<u>(1,813,002)</u>
Net Fixed Assets	\$	187,728

**Total Assets**

**\$ 2,796,667**

**LIABILITIES**

Current Liabilities

Accounts Payable	\$	1,719,138
Accrued Expense		565,652
Accrued Vacation		92,365
Total Current Liabilities	\$	<u>2,377,155</u>

**NET ASSETS**

Unrestricted-Non-Federal Fund	\$	143,626
Temporarily Restricted-Ticket to Work/Other		88,158
Investment in Fixed Assets		187,728
Total Net Assets	\$	<u>419,511</u>

**Total Liabilities and Net Assets**

**\$ 2,796,667**

## INFORMATION ONLY

### XIV - 2. Cost Savings Initiatives

#### BACKGROUND

Cost Saving Initiatives are constantly looked for to improve internal efficiencies and effectiveness of the entire organization. As renewals or additions are necessary all options are fully vetted before proceeding. Below are a few that are complete or in process:

- Xerox Copiers – Board office and all locations. Reviewed all leases and only removed two machines and upgraded 35. Total cost savings will be \$15,858/yr. Actual cost savings may be more since the new agreement now includes unlimited black and white copies and color at a cheaper rate. Additional efficiency will be in finance staff invoice processing time; we will now get three online bills instead of 37. Complete.
- Dropbox – Met with two representatives from Drobox to see if we could get a non-profit discount. Resulted in a 30% or \$936/year savings. Complete.
- Verizon – Working with new representatives to combine two bills into one and the smaller account will result in lower fees. Both had been charging tax. Waiting on final determination on refund or future credit. Additionally, looking at a more streamlined device management process for more frequent trade-ins at little to no cost.
- E-Fax – Will be discontinuing e-fax and using free fax that is now included with new Board office phone system. Fax can be on every phone line if necessary. Waiting on fax activation and instructions.

## **INFORMATION ONLY**

### XIV - 3. Facilities Update

## **BACKGROUND INFORMATION**

Board Professionals will provide update on:

- COVID19 - Activities
- Colocation of Vocational Rehabilitation Services (VRS)
- Update on 2<sup>nd</sup> Location for Nueces County Career Center

## **INFORMATION ONLY**

XIV - 4. Update on Future Procurements and Contract Renewals

## **BACKGROUND**

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

## Update on Future Procurements

Procurement	Anticipated Date of Procurement	Anticipated Date of Contract/Purchase	Anticipated Cost	Over \$50,000 Approval Required	Comments
No Procurements to Report					



## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
C2 Global Professional Services, LLC	Master	Management and Operation of Workforce Centers (and Youth Development Services)	\$8,553,872.73	<u>Contract Amendment #1</u> – To increase the budget by a net amount of \$26,820.82. <u>Contract Amendment #2</u> – To decrease the contract budget by a net amount of \$166,185.33.	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., 1Approx.. 3,650 sq. ft./\$1.43	<u>Early Termination</u> – with 90-day written notice.	Year 4 of 5 Year Lease, Exp: 12/31/22	1/01/21 – 12/31/21
-------------------------------------	--------	---	--	--	---------------------------------------	--------------------

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

Sunrise CC LLC	Master	Lease Agmt. For Sunrise Mall Center – Corpus Christi	\$15,481.12 per mo., 2Approx.. 16,026 sq. ft./\$.97		Year 4 of 5 Year Lease Exp: 12/31/22	1/01/21 – 12/31/21
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), 2Approx.. 3,850 sq. ft./\$1.06 plus insurance fee		Year 2 of 3 Year Lease 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) 2Approx.. 2,730 sq. ft./\$1.06 plus insurance fee		Year 1 of 3 Year Lease Exp: 1/31/24	2/01/21 – 1/31/22
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) 2Approx.. 3,191 sq. ft./\$1.06 plus insurance fee		Year 1 of 3 Year Lease Exp: 4/30/24	5/01/21 – 4/30/22

### OTHER CONTRACTS/AGREEMENTS

Sec Ops, Inc.	Master	Security Guard Services	Per Contract Hourly Rates		Year #1 (2 contract renewals)	10/01/20 – 9/30/21
---------------	--------	-------------------------	---------------------------	--	-------------------------------	--------------------

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

Frost Bank	Master	Banking Services	Fee Based		Renewal #1 (of 3 contract renewals)	10/01/20 – 9/30/21
The Safeguard System, Inc.	Master	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	\$10,000.00		Year #1 (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 (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 (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 (of 3 contract renewals)	10/01/20 – 9/30/21
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	\$16,000.00		Year #1 (2 contract renewals)	10/01/20 – 9/30/21

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

WKMC Architects, Inc.	Master	Certified Space Planning Services	\$4,010.00 (plus travel expenses)		Renewal #2 (of 3 contract renewals)	10/01/20 – 9/30/21
The Clower Company	Agmt.	Commercial Real Estate Brokerage Services	Broker fees paid by seller/landlord		Renewal #2 (of 2 contract renewals) 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 Dvlpmt	Agmt.	COVID-19 Short-Term Training	Reimbursement Per Training Course		Renewal #1 (of 1 contract Renewal)	10/01/20 – 9/30/21
JDB Public Relations	Master	Executive Coaching and Leadership Services	\$29,500 (plus travel expenses)		Year 1 (1 contract renewal)	2/08/21 – 9/30/21

## SUBRECIPIENT/CONTRACTOR LOG 2020-2021

A+ Center for Education, LLC	Master	Child Care Professional Development Training	\$3,600.00		Year 1 (1 contract renewal)	4/05/21 – 9/30/21
Noemi Aguilar	Master	Child Care Professional Development Training	\$2,000.00	Amendment #1 – To include an additional professional development training activity and increase the budget amount by \$1,000.	Contract Renewal #1	4/13/21 – 9/30/21
Enlightenment Counseling, LLC	Master	Child Care Professional Development Training	\$1,200.00		Year 1 (1 contract renewal)	4/14/21 – 9/30/21
KAS Consulting Group	Master	Child Care Professional Development Training	\$1,500.00		Year 1 (1 contract renewal)	4/21/21 – 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. <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

<b>NAME</b>	<b>TWC CONTRACT #</b>	<b>AMENDMENT #</b>	<b>ACTIVITY</b>	<b>AWARD AMOUNT</b>	<b>GRANT PERIOD</b>
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	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

<b>NAME</b>	<b>TWC CONTRACT #</b>	<b>AMENDMENT #</b>	<b>ACTIVITY</b>	<b>AWARD AMOUNT</b>	<b>GRANT PERIOD</b>
			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



<b>NAME</b>	<b>TWC CONTRACT #</b>	<b>AMENDMENT #</b>	<b>ACTIVITY</b>	<b>AWARD AMOUNT</b>	<b>GRANT PERIOD</b>
Noncustodial Parent Choices Program	2221NCP001		The NCP program is an employment program that targets low-income, unemployed, or underemployed NCPs who are behind on their child support payments. The program will help NCPs to become economically self-sufficient while also making consistent child care payments.	\$142,403.00	9/01/20 – 9/30/21
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
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.	\$54,704	1/01/21 – 12/31/21
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
Texas Internship Initiative	2221TAN003		WFSCB has received funding to expand the program to allow for additional students, STEM areas, and other school districts, as well as a partnership with Texas A&M University – Corpus Christi. At least 40 students will be prepared for internships.	\$100,000	4/21/21 – 6/30/22

## INFORMATION ONLY

### XIV – 5. Performance Measure Update

## BACKGROUND INFORMATION

### Performance Update (February 2021 Final Release)

#### Performance Synopsis

Board Contract Year: 2021

BCY 2021 Timeframe: October 1, 2020 – September 30, 2021

February 2021 Final Release Monthly Performance Report (MPR) shows Workforce Solutions of the Coastal Bend at:

Oct	Nov	Dec	Jan	<b>FEB</b>	Mar	6 Month	Apr	<b>May</b>	Jun	Jul	Aug	Sept	
+P (3)	+P (3)	+P (3)	+P (3)	+P (4)									
MP (4)	MP (4)	MP (5)	MP (5)	MP (7)									
-P (4)	-P (4)	-P (4)	-P (4)	-P (9)									

**NOTE:** February's MPR shows all performance measures being measured, prior MPR's for BCY 21 did not reflect the data for the new performance measures.

#### 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
+P	+P
- Meeting performance - Greater than 105%	- Meeting performance - Greater than 110%
MP	MP
- Meeting performance - Greater than 97.5% and Equal to or Less than 105%	- Meeting performance - Greater than 95% and Equal to or Less than 110%
MP	MP
- Meeting at Risk - Equal to or Greater than 95% and Equal to or Less than 97.5%	- Meeting at Risk - Equal to or Greater than 90% and Equal to or Less than 95%
-P	-P
- Not meeting performance - Less than 95%	- Not meeting performance - Less than 90%
<p><b>Workforce Conference Award Categories 2021</b> – discussion took place on <b>April 20, 2021</b> at the Texas Workforce Commission Meeting. We should have an update posted within the next 2 weeks. The measure criteria for BCY21 incentives have not been published. <b>Quartile 3.</b></p>	

Explanation of Measures in **Negative Performance** for February 2021

Performance Measure	Current Num/Den	Current % of Target
Credential Rate – Adult	15/32	71.71%
Credential Rate - DW	6/20	42.86%
Credential Rate - Youth	5/31	56.49%
Measurable Skills Gains - Adult	31/113	47.24%
Measurable Skills Gains - DW	8/68	20.34%
Measurable Skills Gains - Youth	5/52	19.20%
Employed/Enrolled Q2 Post Exit – C&T	3780/6181	93.23%
Credential Rate – C&T Participants	28/91	44.34%

*\*YTD Reporting Data showing 2<sup>nd</sup> Qtr data for 2019 Exitters forward*

**Board Actions: Performance Improvement**

**On April 13, 2021** our 2<sup>nd</sup> 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. Continue to approve DINT request as they are entered in effort to improve performance.

**C2 Actions: Performance Improvement Efforts**

**Staff Training - January 2021** – 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.

**Denominator Reviews & Follow Up:** Monthly reviews of program exiters, are conducted. Both staff and management are involved in follow up and research on both credentials, skills progression 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.

**Tracking Systems & Reporting:** Additionally, tracking tools like the PPS, caseload reports, new enrollment reports, and management summary 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.

**Strengthen Assessment – Reviewed with staff at bi-weekly WIOA staff mtg:** 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.

**Management/Supervisor Bootcamp - April – June 2021** – C2 Management team is participating in **9-week Supervisor Bootcamp**, hosted by C2 GPS. Choices, NCP, SNAP, TAA, and WIOA program eligibility and reporting will be covered.

**Exit Checklist Implementation:** C2 GPS will revise and implement an Exit Checklist that will be used for all programs. Program staff will review cases for Performance Outcomes entered in TWIST and Cabinet, accurate and complete data entry in TWIST, closure of all services and support services, and correction of any identified data integrity issues. Exit requests will be review by Center Management for all required elements prior to case closure.

**Measurable Skills Gain Training:** C2 GPS Performance Team conducted **Measurable Skills Gain Training on April 19, 2021**. Staff was trained on what counted as a MSG, required documentation, and TWSIT data entry. Career Counselors, Center Management, and Program Support staff were required to attend. Ongoing technical assistance will be provided by Center Managers/Supervisors.

**Process Workflows/Training:** C2 GPS is developing local process workflows, and procedures that align with Program Guides, WD Letters, TEGs, local policies and directives, etc. Process Workflows are developed to provide more detail about specific processes at a local level, so that we can ensure that staff are maintaining compliance with all program requirements. Staff training over Programmatic workflows will be completed by **April 30, 2021**.

## Performance Measure Definitions

### Reemployment and Employer Engagement Measures

#### Claimant Reemployment Within 10 Weeks

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

#### # 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 reimplementation of work search, we anticipate the measure to become reportable again later this year.**
2. **The Commission adopted BCY21 targets on Claimant Reemployment within 10 Weeks that will apply to claimants whose 10 Week Start Date is Jan 1, 2021 to June 30, 2021. Due to lag, the first month of data will be available in the April MPR.**

### Program Participation Measures

#### 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 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 an increased cost 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 Performance Measure Definitions

#### 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

#### 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.

#### 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

#### 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

#### Employed Q2 Post Exit – Adult

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

#### Employed Q4 Post Exit – Adult

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

#### 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

#### 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

#### Employed Q2 Post Exit – DW

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

**Employed Q4 Post Exit – DW**

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

**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

**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

**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

**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

**Credential Rate – Youth**

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

# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

*FINAL RELEASE*  
As Originally Published 4/6/2021  
**FEBRUARY 2021 REPORT**

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

Board	WIOA Outcome Measures														
	Adult					DW					Youth				
	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
Alamo	92.85%	109.86%	97.41%	106.83%	90.69%	80.26%	111.95%	116.97%	110.58%	92.41%	90.56%	113.12%	92.10%	128.77%	69.00%
Borderplex	97.14%	120.79%	142.51%	109.02%	65.69%	110.75%	96.80%	115.91%	106.41%	116.72%	79.29%	98.26%	96.79%	69.31%	68.80%
Brazos Valley	101.17%	89.25%	98.92%	55.66%	80.52%	79.03%	81.24%	118.32%	123.00%	79.66%	100.41%	132.87%	100.79%	205.23%	75.00%
Cameron	93.20%	108.61%	106.92%	106.05%	101.72%	97.02%	106.81%	109.38%	113.50%	210.69%	97.98%	110.11%	135.70%	160.45%	101.20%
Capital Area	109.60%	112.73%	175.05%	113.42%	126.21%	92.04%	104.66%	153.24%	87.62%	106.38%	88.54%	122.59%	127.33%	135.36%	125.00%
Central Texas	101.05%	116.56%	182.71%	112.09%	43.97%	88.34%	112.06%	116.31%	96.62%	41.90%	92.97%	124.27%	63.12%	106.72%	33.40%
Coastal Bend	101.24%	109.08%	131.20%	71.71%	47.24%	107.21%	100.52%	115.45%	42.86%	20.34%	96.35%	122.59%	90.98%	56.49%	19.20%
Concho Valley	94.49%	107.44%	110.26%	94.65%	86.21%	81.59%	122.10%	169.92%	102.86%	115.00%	91.15%	126.38%	155.72%	87.72%	133.40%
Dallas	90.87%	98.70%	115.10%	95.88%	102.93%	91.95%	106.75%	107.20%	106.39%	96.90%	96.40%	115.05%	84.58%	157.14%	79.20%
Deep East	116.96%	88.77%	99.39%	116.42%	77.07%	83.67%	100.93%	101.86%	89.42%	68.97%	109.78%	121.17%	105.49%	176.30%	36.40%
East Texas	79.61%	103.51%	81.78%	95.44%	32.93%	86.37%	88.40%	64.24%	94.29%	38.28%	98.18%	105.58%	110.14%	150.53%	127.20%
Golden Crescent	119.15%	120.03%	114.61%	117.89%	73.97%	101.19%	106.05%	89.95%	133.71%	91.90%	81.38%	106.10%	149.17%	n/a	100.00%
Gulf Coast	99.28%	105.27%	82.56%	88.53%	63.45%	95.10%	96.13%	104.95%	90.71%	86.21%	89.88%	113.90%	97.01%	121.70%	96.20%
Heart of Texas	101.05%	97.78%	122.25%	0.00%	82.07%	95.24%	121.80%	145.46%	71.43%	75.52%	88.04%	114.29%	96.61%	93.81%	52.00%
Lower Rio	102.53%	104.58%	95.30%	102.30%	137.24%	99.87%	110.33%	143.43%	94.72%	72.76%	97.73%	102.39%	97.44%	70.18%	27.40%
Middle Rio	117.65%	105.96%	114.64%	108.07%	57.41%	93.24%	110.72%	84.47%	120.29%	172.41%	100.13%	126.38%	100.21%	n/a	25.80%
North Central	99.42%	103.81%	118.65%	110.86%	62.41%	91.50%	96.84%	119.19%	107.44%	70.17%	105.12%	116.38%	115.55%	107.53%	101.60%
North East	113.33%	121.12%	100.68%	60.46%	114.14%	106.17%	108.86%	105.41%	125.00%	118.28%	122.79%	127.09%	132.30%	126.43%	83.40%
North Texas	114.38%	86.96%	37.47%	120.92%	93.45%	0.00%	80.11%	n/a	142.86%	65.34%	121.53%	95.29%	123.29%	162.07%	80.00%
Panhandle	100.00%	105.99%	116.93%	110.40%	86.21%	121.80%	121.80%	84.30%	114.29%	113.62%	94.27%	119.69%	183.25%	126.40%	92.40%
Permian Basin	100.29%	95.90%	128.93%	100.92%	65.52%	81.59%	103.20%	145.52%	86.85%	57.41%	70.18%	138.70%	170.14%	350.88%	75.00%
Rural Capital	99.35%	106.89%	120.18%	115.72%	71.38%	100.13%	102.06%	88.32%	101.60%	99.66%	97.66%	124.83%	151.73%	137.12%	85.40%
South Plains	93.04%	109.65%	135.41%	114.06%	86.21%	69.93%	121.80%	165.91%	114.29%	86.21%	90.76%	123.30%	168.83%	137.12%	42.40%
South Texas	89.91%	91.26%	116.57%	116.45%	121.38%	124.07%	133.51%	90.95%	114.29%	94.14%	92.06%	125.52%	123.68%	121.56%	100.00%
Southeast	110.61%	100.27%	107.25%	145.57%	71.03%	102.04%	101.55%	136.82%	114.29%	55.17%	97.37%	102.66%	69.69%	206.32%	30.80%
Tarrant	99.86%	110.25%	125.97%	100.28%	64.14%	103.95%	97.41%	109.49%	102.23%	79.14%	103.83%	114.81%	73.24%	199.65%	88.80%
Texoma	113.46%	118.77%	134.02%	108.44%	91.72%	n/a	60.90%	n/a	114.29%	79.66%	83.31%	118.86%	124.62%	114.24%	72.80%
West Central	99.09%	114.79%	176.40%	117.58%	60.00%	116.55%	93.67%	137.96%	76.23%	55.34%	115.88%	125.04%	121.50%	n/a	0.00%
<b>+P</b>	7	8	18	12	4	4	9	14	12	6	3	22	15	18	3
<b>MP</b>	19	17	7	11	5	14	15	7	10	6	18	6	9	3	6
<b>-P</b>	2	3	3	5	19	9	4	5	6	16	7	0	4	4	19
<b>% MP &amp; +P</b>	93%	89%	89%	82%	32%	67%	86%	81%	79%	43%	75%	100%	86%	84%	32%
From	7/19	1/19	7/19	1/19	7/20	7/19	1/19	7/19	1/19	7/20	7/19	1/19	7/19	1/19	7/20
To	12/19	6/19	12/19	6/19	2/21	12/19	6/19	12/19	6/19	2/21	12/19	6/19	12/19	6/19	2/21

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

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

Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation	Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Employers Receiving Workforce Assistance	Average # Children Served Per Day-Combined	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate							
Alamo	99.88%	101.36%	99.12%	n/a	113.63%	95.35%	6	12	2	90%
Borderplex	99.36%	100.69%	105.53%	n/a	114.61%	72.58%	7	8	5	75%
Brazos Valley	93.75%	96.66%	75.17%	n/a	136.64%	92.57%	5	5	10	50%
Cameron	101.22%	96.17%	122.26%	n/a	116.73%	89.58%	7	12	1	95%
Capital Area	102.77%	102.80%	101.79%	n/a	105.26%	76.76%	10	7	3	85%
Central Texas	94.28%	99.24%	111.30%	n/a	111.09%	79.85%	8	5	7	65%
Coastal Bend	93.23%	99.84%	44.34%	n/a	112.70%	86.05%	4	7	9	55%
Concho Valley	105.67%	99.30%	105.66%	n/a	109.12%	81.66%	10	6	4	80%
Dallas	95.49%	100.02%	112.65%	n/a	117.75%	87.33%	5	12	3	85%
Deep East	93.38%	97.99%	110.37%	n/a	132.04%	86.31%	6	6	8	60%
East Texas	92.20%	99.88%	100.99%	n/a	116.14%	80.75%	4	7	9	55%
Golden Crescent	106.92%	102.26%	130.50%	n/a	100.00%	76.17%	8	7	4	79%
Gulf Coast	91.98%	96.38%	88.18%	n/a	126.12%	85.45%	3	9	8	60%
Heart of Texas	102.03%	97.49%	61.76%	n/a	112.50%	77.43%	5	7	8	60%
Lower Rio	105.18%	93.56%	111.01%	n/a	105.01%	79.67%	6	9	5	75%
Middle Rio	95.95%	90.73%	121.93%	n/a	119.56%	81.10%	8	6	5	74%
North Central	92.30%	102.94%	97.87%	n/a	115.57%	81.61%	6	10	4	80%
North East	101.14%	101.35%	97.69%	n/a	100.00%	98.74%	9	9	2	90%
North Texas	105.37%	100.13%	144.09%	n/a	106.52%	74.72%	9	3	7	63%
Panhandle	101.43%	99.89%	121.61%	n/a	104.43%	80.72%	10	7	3	85%
Permian Basin	99.71%	94.79%	104.80%	n/a	106.60%	74.96%	6	6	8	60%
Rural Capital	102.33%	105.08%	117.33%	n/a	130.83%	97.13%	8	9	3	85%
South Plains	96.88%	97.74%	123.92%	n/a	117.17%	93.37%	10	5	5	75%
South Texas	94.83%	93.99%	139.97%	n/a	109.79%	68.52%	11	5	4	80%
Southeast	100.34%	97.22%	105.30%	n/a	118.77%	98.31%	7	9	4	80%
Tarrant	99.73%	102.08%	108.99%	n/a	105.47%	85.15%	6	9	5	75%
Texoma	99.60%	101.55%	119.57%	n/a	109.53%	100.84%	9	5	4	78%
West Central	93.87%	99.09%	101.71%	n/a	103.01%	91.75%	8	5	6	68%
<b>+P</b>	4	1	17	0	24	0	201			
<b>MP</b>	15	23	7	0	4	5	207			
<b>-P</b>	9	4	4	0	0	23	146			
<b>% MP &amp; +P</b>	68%	86%	86%	N/A	100%	18%	74%			
From	7/19	1/19	1/19		10/20	10/20	From			
To	12/19	6/19	6/19		2/21	2/21	To			

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **COASTAL BEND**

**FINAL RELEASE**  
As Originally Published 4/6/2021  
**FEBRUARY 2021 REPORT**

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		4	7	9	55.00%											
Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes																

## WIOA Outcome Measures

DOL-C	Employed Q2 Post Exit – Adult (DOL)	MP	101.24%	72.70%	72.70%	73.60%	79.30%	68.40%	153 208		74.40%	72.30%			7/19	12/19
DOL-C	Employed Q4 Post Exit – Adult (DOL)	MP	109.08%	68.30%	68.30%	74.50%	74.30%	70.30%	120 161		76.30%	72.80%			1/19	6/19
DOL-C	Median Earnings Q2 Post Exit – Adult (DOL)	+P	131.20%	\$5,000.00	\$5,000.00	\$6,560.00	\$5,565.00	\$5,163.33	n/a 153		\$6,733.08	\$6,515.94			7/19	12/19
DOL-C	Credential Rate – Adult (DOL)	-P	71.71%	65.40%	65.40%	46.90%	50.50%	54.40%	15 32		43.80%	50.00%			1/19	6/19
DOL-C	Measurable Skills Gains - Adult (DOL)	-P	47.24%	58.00%	58.00%	27.40%	n/a	n/a	31 113		33.30%	20.70%	4.10%		7/20	2/21
DOL-C	Employed Q2 Post Exit – DW (DOL)	MP	107.21%	73.50%	73.50%	78.80%	77.30%	80.70%	78 99		86.70%	66.70%			7/19	12/19
DOL-C	Employed Q4 Post Exit – DW (DOL)	MP	100.52%	77.10%	77.10%	77.50%	80.00%	76.50%	69 89		71.10%	84.10%			1/19	6/19
DOL-C	Median Earnings Q2 Post Exit – DW (DOL)	+P	115.45%	\$7,200.00	\$7,200.00	\$8,312.24	\$7,815.16	\$8,102.58	n/a 78		\$7,834.11	\$8,533.20			7/19	12/19
DOL-C	Credential Rate – DW (DOL)	-P	42.86%	70.00%	70.00%	30.00%	60.70%	64.40%	6 20		40.00%	20.00%			1/19	6/19
DOL-C	Measurable Skills Gains - DW (DOL)	-P	20.34%	58.00%	58.00%	11.80%	n/a	n/a	8 68		25.00%	11.90%	2.00%		7/20	2/21
DOL-C	Employed/Enrolled Q2 Post Exit – Youth (DOL)	MP	96.35%	68.50%	68.50%	66.00%	72.30%	65.80%	68 103		64.90%	67.40%			7/19	12/19
DOL-C	Employed/Enrolled Q4 Post Exit – Youth (DOL)	+P	122.59%	63.30%	63.30%	77.60%	74.80%	74.50%	111 143		86.40%	71.40%			1/19	6/19
TWC	Median Earnings Q2 Post Exit – Youth (DOL)	MP	90.98%	\$3,100.00	\$3,100.00	\$2,820.23	\$3,411.04	\$2,406.00	n/a 67		\$2,726.40	\$2,894.12			7/19	12/19
DOL-C	Credential Rate – Youth (DOL)	-P	56.49%	28.50%	28.50%	16.10%	31.50%	39.10%	5 31		7.70%	22.20%			1/19	6/19
DOL-C	Measurable Skills Gains - Youth (DOL)	-P	19.20%	50.00%	50.00%	9.60%	n/a	n/a	5 52		10.80%	10.00%	0.00%		7/20	2/21
LBB-K	Employed/Enrolled Q2 Post Exit – C&T Participants	-P	93.23%	65.60%	65.60%	61.16%	70.73%	69.00%	3,780 6,181		66.21%	56.33%			7/19	12/19
LBB-K	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	MP	99.84%	81.70%	81.70%	81.57%	84.76%	85.21%	3,935 4,824		83.54%	79.69%			1/19	6/19
LBB-K	Credential Rate – C&T Participants	-P	44.34%	69.40%	69.40%	30.77%	48.39%	61.69%	28 91		25.58%	35.42%			1/19	6/19

## Reemployment and Employer Engagement Measures

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 4/6/2021  
**FEBRUARY 2021 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
--------	---------	--------	------------------	----------------	------------	---------------	----------------	----------------	---------	---------	-------	-------	-------	-------	------	----

## Reemployment and Employer Engagement Measures

TWC	Claimant Reemployment within 10 Weeks	n/a	n/a	n/a	48.90%	n/a	60.52%	64.86%	n/a	n/a	n/a				7/20	11/20
1,2									n/a							
TWC	# of Employers Receiving Workforce Assistance	+P	112.70%	1,598	2,622	1,801	2,597	4,155	----	1,478	1,248				10/20	2/21
									----							

1. 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.
2. The Commission adopted BCY21 targets on Claimant Reemployment within 10 Weeks that will apply to claimants whose 10 Week Start Date is Jan 1, 2021 to June 30, 2021. Due to lag, the first month of data will be available in the April MPR.

## Program Participation Measures

TWC	Avg # Children Served Per Day - Combined	-P	86.05%	2,710	2,710	2,332	2,960	2,834	249,524	2,280	2,415				10/20	2/21
3									107							

3. 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.

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.

## 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.