



WORKFORCE SOLUTIONS
of the Coastal Bend

Board of Directors Meeting

September 23, 2021

3:00 pm

**Bayview Tower
400 Mann Street, Suite 800
Conference Room #1
Corpus Christi, TX**

Join Zoom Meeting

<https://us02web.zoom.us/j/84746074656?pwd=TlV2UjRheTVGek9QVkrVVOUFIREhDdz09>

Toll-Free Call In

888 475 4499 US Toll-free

Meeting ID: 847 4607 4656

Passcode: 526153

www.workforcesolutionscb.org

Strategic Goals

- Establish and Strengthen Partnerships
- Effectively/Efficiently Target Rural Area Services
- Increase Workforce Awareness
- Expand Innovative Services to Business
- Explore New Revenue Opportunities
- Improve Internal Efficiencies
- Refine Board Culture

Mission Statement

At Workforce Solutions of the Coastal Bend, we invest in our regional economic success through access to jobs, training, and employer services.

Value Statement

Accountability – We address our customers and co-workers in a positive manner that elevates their spirit and creates a professional, supportive workplace for staff, job seekers, and employers.

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

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

Integrity – We are honest, supportive, candid in addressing difficult issues, and willing to share success to demonstrate respect and consideration for our customers and co-workers.

Tenacity – We resist giving up when the going gets tough and support our customers and co-workers in seeing that issues are resolved and the job gets done.

Understanding – We are serious and passionate about delivering our services with compassion and empathy.

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

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

Disclosure and Declaration of a Conflict of Interest

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

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

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

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

Code of Ethics

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

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



Board of Directors Meeting
Bayview Tower – 400 Mann Street, Suite 800 – Conference Room #1
Corpus Christi, Texas

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September 23, 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 May 20, 2021 Board of Directors Meeting.....4-9
VII. Chairman’s Report: Gloria Perez
VIII. President/CEO’s Report: Ken Trevino
Business Development, Public Relations and Organizational Update
IX. Committee Reports:
* Child Care Services Dr. Mary Gleason, Chair.....10
* Public Relations Jesse Gatewood, Chair.....11
* Workforce Services Ray De Los Santos, Jr., Chair.....12-13

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- X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #4:
Shileen Lee.....14-17
(Reviewed and Approved for recommendation by Executive and Finance Committee on September 16, 2021)

- XI. Discussion and Possible Action on WFSCB Internal & TWC Texas Cybersecurity Assessment (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.089 and Section 551.071 and Texas Disciplinary Rules of Professional Conduct Rule 1.05 to consult with attorney concerning legal issues related to the assessment of critical infrastructure).....18

- XII. Consent Agenda Action Items: *(a note on Consent Agenda items is included at the end of this agenda)*:
 - 1. Policy #4.0.111.05- Customer File Documentation: *Alba Silvas*.....19-21
 - 2. Policy #4.1.104.06- Individual Training Accounts (ITA): *Alba Silvas*.....22-31
(Recommended for approval at the September 9, 2021 Workforce Services Committee Meeting)

- XIII. Information Only:
 - 1. Monitoring Report: *Larry Peterson*.....32-36
 - 2. Financial Update: *Shileen Lee*.....37-40
 - 3. Facilities Update: *Amy Villarreal*.....41
 - 4. Update on Procurements and Contracts: *Esther Velazquez*.....42-51
 - 5. Performance Measure Update: *Amy Villarreal*.....52-59
 - 6. Local Labor Market Information July 2021: *Amy Villarreal*.....60-63
 - 7. 2021-2022 Holiday Schedule: *Ken Trevino*.....64-65

- XIV. Adjournment

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

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

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.

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Workforce Solutions Board of Directors
Roll Call Roster
September 23, 2021

- _____ Gloria Perez, **Chair**; Private Sector – 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
- _____ Denson, Kiwana; Post-Secondary Education – City of Corpus Christi
- _____ 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
- _____ Hoggard, Justin; Adult Basic and Continuing Education – Bee County
- _____ Hunter, Ofelia; CBO/OL – Jim Wells County
- _____ Keener, Marcia, **Secretary**; CBO – San Patricio County
- _____ Lopez, Omar; Private Sector – City of Corpus Christi
- _____ Lozano, Michelle; Private Sector – Nueces County
- _____ 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, **Parliamentarian**; 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/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

Board Members

Present

Gloria Perez, Chair; private sector – City of CC
Mary Afuso; post-secondary education – City of CC
Gary Allsup; public assistance – City of CC
Sandra Julia Bowen; private sector – Jim Wells County
Andrea Chavez; public employment service – City of CC
Rosie Collin; ps – 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
Justin Hoggard; adult basic & cont. ed – Bee County
Stephanie Horvath; private sector – Aransas County
Marcia Keener, Secretary; CBO – San Patricio County
Omar Lopez; private sector – City of CC
John Owen, Vice Chair; vocational rehab. – City of CC
Manny Salazar; CBO – Kleberg County
Susan Temple; private sector – San Patricio County
C. Michelle Unda; private sector – City of CC
Catrina Wilson; CBO – City of CC
Liza Wisner; private sector – City of CC

Absent

Arnoldo Cantu; private sector – Duval County
Ofelia Hunter; CBO/OL – Jim Wells County
Travis Nelson; private sector – City of CC
Carlos Ramirez; private sector – Kleberg County

Edward Sample; ps & vet rep. – City of CC
Velma Soliz-Garcia, Treasurer; ed – San Patricio County
Iain Vasey; economic development – City of CC

Vacancies

Private Sector – Kenedy County

Private Sector – Nueces County

Others Present

Ken Trevino, WS President/CEO
Amy Villarreal, WS Chief Operating Officer
Shileen Lee, WS Chief Financial Officer
Janet Neely, WS Executive Assistant
Alba Silvas, WS Senior Workforce Planner
Jennifer Ledford, WS Contract Manager
Norma Ochoa, WS Dir. of Business & Ed. Engagement
Xena Mercado, WS Communications Manager
Rufino Martinez, WS Outreach Analyst
Esther Velazquez, WS Procurement & Contracts Spec.
Larry Peterson, WS Internal Auditor EO/504 Coordinator
Denise Woodson, WS Director of Child Care Programs
Terrie Rodriguez, WS Finance Manager
Imelda Trevino, WS Administrative Assistant

Lucinda Garcia, Legal Counsel
Janet Pitman, ABIP, P.C.
Kyle Layer, ABIP, P.C.
Chakib Chehadi, C2GPS, LLC
Geri Escobar, C2GPS, LLC
Aaron Smith, C2GPS, LLC
Kristi Vidaure, C2GPS, LLC
Ricardo Munoz, C2GPS, LLC
Hope Rangel, C2GPS, LLC
Richard Rogers, Richard Rogers Consulting
Neil Hanson, BakerRipley, Inc.
Kenia Dimas, BakerRipley, Inc.
Karen Casey, Texas Veterans Commission

I. Call to Order

Ms. Perez called the meeting to order at 3:00 pm.

II. Roll Call

The roll was called and a quorum was present.

III. Announcement on Disclosure of Conflicts of Interest

Attention was called to the Disclosure and Declaration of Conflict of Interest guidelines and disclosures were requested at this time.

Mr. Allsup stated he has been informed by Legal Counsel, Ms. Garcia that she believes Mr. Allsup has an appearance of a Conflict of Interest because his relationship on the Board of Directors. Ms. Garcia has recommended that he does not participate in conversations, votes or in general supervision related to the CEO of the Workforce Board. Mr. Allsup stated he personally does not see that conflict, he does not believe it exists, but he believes that it is more important that if there is a conflict or a potential conflict that he does declare that at this time. Mr. Allsup also added that he believes one of the most important elements of service on a Board of Directors is in the relationship with the CEO, that the Board has a clear relationship and the Board of Directors he believes each one has a responsibility as a piece of the supervision of the CEO. Mr. Allsup stated that if it is a conflict for him to participate in the supervision of the CEO and the CEO's contract, he believes it is a Conflict of Interest for him to be on this Board in any form or fashion and take any action because he believes any action that anyone takes can be potentially tied back to some sort of a potential conflict. Mr. Allsup offered for the Board's consideration his resignation from the Board at this time.

Ms. Perez thanked Mr. Allsup and asked Legal Counsel, Ms. Garcia to comment on the matter.

Ms. Garcia thanked Ms. Perez for the recognition. Ms. Garcia expressed her appreciation for Mr. Allsup for outlining his position based on the advice and recommendation she made. There are two members on the governing board of Workforce Solutions who are CEO's and our CEO, Mr. Ken Trevino serves on the governing body of those two members organization. In this case with Mr. Allsup, Mr. Trevino is a member of the Corpus Christi Housing Authority. The bylaws that we have address not only conflicts but the potential appearance of Conflict of Interests. With that the bylaws provide that the potential appearance of a Conflict of Interest be disclosed and the Board vote on that matter based on calculation votes of the disinterested directors. Ms. Garcia stated her advice to Mr. Allsup was to disclose it certainly, and to refrain from discussion and refrain from voting. Ms. Garcia and Mr. Allsup had an exchange of emails regarding this matter, and she has stated throughout the emails, and she states now that this is her advice and recommendation with regard to the action today which is the discussion and voting on the compensation of Mr. Trevino. Ms. Garcia mentioned she did not address the issue of whether it is appropriate for Mr. Allsup to resign from the Board; that is something that is not her consideration, her advice, or her discussions with Mr. Allsup, that is entirely his decision. The advice is strictly based on the issue of Mr. Trevino's compensation today.

Mr. Allsup responded if there is a conflict here, he would wager to say a conflict could be found between any person on the Board; and tied to if the person on the Board, if the agency they are associated with intertwines in any way with the Workforce Board there is going to a potential for conflict. Mr. Allsup included that if there is a conflict on this matter, he does not know how there cannot be a conflict on every other matter. Mr. Allsup finds the comment that Ms. Garcia is only dealing with this specific issue to be somewhat inconsistent with the emails that Ms. Garcia sent Mr. Allsup. Mr. Allsup mentioned Ms. Garcia informed him that he was not allowed to participate in the Executive session even as a Board member whether he voted or participated in the conversations or not. Mr. Allsup included again he is offering his resignation and stated he fully recognizes that there is a number of people on this Board, he has been on the Board for a number of years and has enjoyed it. Mr. Allsup acknowledged it has been valuable for himself and hope that his input has been valuable as well. Mr. Allsup stated it is much more important to him that this be dealt with above Board; and that everyone has full knowledge of what is going on, and full knowledge in participation and determination of whether there is a conflict here. Mr. Allsup included again he is not necessarily

tendering his resignation he is asking the Board for their action to accept his resignation if it is the Board's decision.

Ms. Perez asked Ms. Garcia to proceed on the matter.

Ms. Garcia clarified what the potential appearance of a Conflict of Interest is; Mr. Trevino sits as a Commissioner on the Corpus Christi Housing Authority and rather recently, Ms. Garcia is not sure of the time frame, Mr. Trevino voted on the compensation of Mr. Allsup. Now we have consideration of Mr. Trevino's compensation and Mr. Allsup is on this governing Board and there would be an appearance or potential appearance of a conflict because there would be the appearance of a quid-pro-quo which means I give you this for that. Ms. Garcia stated she is not presuming there is a lack of integrity, she is outlining the potential for the appearance of a Conflict of Interest. Ms. Garcia always included she has recommended, not dictated, not told, it may be interpreted and wrongly so she had made advice and recommendation. Ms. Garcia mentioned with regard to the tender resignation that is not an item on the agenda and that is not an item that this floor should consider as an action item. If Mr. Allsup would like to present that to the Board at a later time, we can certainly put that as an agenda item.

Ms. Perez thanked Ms. Garcia and inquired if there was any further action on this matter.

Ms. Garcia stated there is no further action. The advice and recommendation given that is a decision Mr. Allsup would make and I believe he has conveyed his intentions with regard to that.

Mr. Gonzalez suggested to Ms. Perez to move the agenda.

IV. Public Comments

There were no public comments.

V. Board Comments

There were no Board comments.

VI. Discussion and Possible Action on Minutes of the February 25, 2021 Board of Directors Meeting

Dr. Gleason moved to approve the minutes of the February 25, 2021 Board of Directors meeting. The motion was seconded by Ms. Unda and passed.

VII. Chairman's Report

Ms. Perez stated that the past few months since the last Board meeting, she has been kept informed by President/CEO, Mr. Trevino on all important matters, on an ongoing and weekly basis.

VIII. President/CEO's Report

Mr. Trevino thanked Madam Chair, Board members and everyone else present on the zoom call. Mr. Trevino stated the bulk of this meeting really constitutes of the organizational update, public relations and business development update from Workforce Solutions. Mr. Trevino mentioned it has been an incredible time, he expressed his appreciation and gratitude to all the team members both from BakerRipley, C2 and the Board staff that have really stepped up to the plate over this past year and have done so with a level of consistency that he believes that everyone can be very proud of. When he thinks about that consistency it did not let up during the last three or four months between our last Board meeting.

IX. Committee Reports

Child Care Services

Dr. Gleason provided a report on the May 4, 2021 Child Care Services Committee meeting (included on page 11 of the May 20 agenda packet). Dr. Gleason congratulated the whole Child Care team during this challenging year. Ms. Woodson added additional information.

Public Relations

Mr. Gatewood provided a report on the May 5, 2021 Public Relations Committee meeting (included on page 12 of the May 20 agenda packet).

Workforce Services

Ms. Silvas provided a report on the May 6, 2021 Workforce Services Committee meeting (included on pages 13-14 of the May 20 agenda packet).

X. Discussion and Possible Action to Approve FY 2021 Budget Amendment #3:

Ms. Lee presented information on FY 2021 Budget Amendment #3 (included on pages 15-17 of the May 20 agenda packet).

Ms. Afuso moved to approve FY 2021 Budget Amendment #3. The motion was seconded by Mr. Gonzalez and passed.

XI. Discussion and Possible Action to Approve Audit Report

Ms. Janet Pitman presented the Independent Audit for the Year Ended September 30, 2020 and the four major components: Risk Assessment; Compliance Audit-Federal and State Grants; Financial Audit; and Reporting. There were no deficiencies noted; no instances of non-compliance; no significant findings; no corrected or uncorrected misstatements; no difficulties encountered in dealing with management; and no disagreements with management.

Ms. Pitman thanked Ms. Lee, Ms. Rodriguez and their team for getting them everything needed for the audit this year.

Mr. Owen mentioned to all the non-financial people, to have an audit that there are no adjusting entries and no issues at all is outstanding. The team at Workforce Solutions has done this multiple years in a row.

Mr. Owen moved to recommend to the Board of Directors to accept the Independent Audit for the Year Ended September 30, 2020 as presented by Alonzo, Bacarisse, Irvine, and Palmer, P.C. The motion was seconded by Ms. Bowen and passed.

XII. Consent Agenda Action Items:

Ms. Perez stated that there is a note at the bottom that states all the Consent Agenda Items have been bedded by the Executive Committee. Ms. Perez requested that we address item number 2.

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

Mr. Richard Rogers provided a report on the Contract for the Direct Child Care Services Management (included on pages 57-59 of the May 20 agenda packet).

1. Policy #4.1.106.00 – National Dislocated Worker Grants

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

Mr. Gonzalez moved to approve all items on the Consent Agenda. The motion was seconded by Ms. Keener and passed.

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).

The meeting was called into closed session at 3:50 pm. The closed session ended at 4:28 pm.

Ms. Unda moved to approve the annual performance appraisal tool and performance evaluation report of the President/CEO for 2020-2021, and that the following recommendations made by the Executive committee be approved regarding the President/CEO as follows:

1. The current base salary of 2020-2021 and the annual supplemental payment due on December of this year will be combined to constitute the New Base Salary for 2021-2022;
2. A four percent (4%) cost of living adjustment/increase of the New Base Salary described in 1, above will be paid commencing the effective the anniversary date of the Employment Agreement;
3. The payment of a performance incentive of ten percent (10%) based on the current base salary of 2020-2021; and
4. That a new Employment Agreement will be executed within 45 days reflecting;
 - a. The New Base Salary as noted in 2, above;
 - b. The annual supplemental payment hereafter will not be paid or included in the Employment Agreement;
 - c. The performance incentive cap of ten percent (10%) will be increased to fifteen percent (15%)
 - d. The term of the contract will be three years with two one-year renewal options; and
 - e. All other benefits under the Employment Agreement to remain the same.

The motion was seconded by Mr. Owen and passed.

Mr. Allsup stated he would like to remind the Board that he is sustained from the conversation and vote.

Ms. Perez congratulated Mr. Trevino.

Mr. Trevino thanked Madam Chair, Ms. Perez and Board members. Mr. Trevino stated he looks forward to continuing to serve this Board of Directors, this organization and the Coastal Bend region. Mr. Trevino included it is an honor and a major privilege for him to serve in this capacity.

Ms. Perez thanked Mr. Trevino and included that we look forward to working with Mr. Trevino, too.

XIV. Information Only:

3. Facilities Update

Ms. Villarreal provided a facilities update (included on page 68 of the May 20 agenda packet).

1. Financial Report as of 03/31/2021

Ms. Lee presented the Financial Report (included on pages 63-66 of the May 20 agenda packet).

2. Cost Savings Initiatives

Ms. Lee provided information on the Cost Savings Initiatives (included on page 67 of the May 20 agenda packet).

4. Update on Future Procurements and Contract Renewals

Ms. Lee provided an update on future procurements and contract renewals (included on pages 69-87 of the May 20 agenda packet).

Ms. Lee introduced new Board staff Ms. Esther Velazquez, Procurement & Contracts Specialist who replaced Mr. Robert Ramirez. Ms. Velazquez thanked Ms. Lee and stated she is delighted to be a team member for Workforce Solutions and looks forward to working with everyone.

5. Performance Measure Update

Ms. Villarreal presented the February 2021 Performance Measure Update (included on pages 88-95 of the May 20 agenda packet).

XV. Adjournment

The meeting adjourned at 4:51 pm.

COMMITTEE REPORT

IX – 1. Child Care Services

Committee: Child Care Services

Mary Gleason, Chair

Sandra Bowen, Vice Chair

Ed Sample

Catrina Wilson

Justin Hoggard

Andrea Chavez

Date of Committee meeting: September 7, 2021

The Committee did have a quorum.

The following items were discussed at the meeting:

1. Summary of Child Care Performance for the Third Quarter of BCY 2021
2. Summary of Child Care Performance for the Month of August of the Fourth Quarter of BCY 2021
3. Action Plan for Child Care Performance for the Remainder of the Fourth Quarter of BCY 2021
4. Analysis of Coastal Bend Child Care
5. Initial Job Search Job Care
6. Service Industry Recovery (SIR) Child Care
7. Update on Child Care Quality Program Activities
8. Texas Rising Star (TRS) Assessor Credential Training Update

The Committee took the following action:

The Committee approved the Minutes of the May 4, 2021 Child Care Services Committee Meeting.

Additional comments:

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: September 8, 2021

The Committee did have a Quorum.

The following items were discussed at the meeting:

1. Digital Business Solutions Initiative – Helping Offices Manage Electronically (HOME) Grant application is available online for businesses to apply for digital upgrades
2. Restaurant & Food Industry Job Fair was held at the Omni Corpus Christi Hotel on July 7, 2021. We reviewed marketing, data, and media to support this report.
3. WE Summit was held on July 20, 2021
4. Upskillcoastalbend.org is nearing completion
5. YOU! Choose Digital Career Expo was held on May 11, 2021. The next one will be held on September 22, 2021 on a new online presentation platform, On24.
6. Business Solutions Strategic Planning Retreat and TWC Communications Training are part of analyzing service and messaging refinement.
7. Premier Virtual 2.0 is available and is being used for Virtual Hiring Events
8. Hiring Red, White and YOU! is November 4, 2021
9. Continued Employer Data Requests
10. Social Media Marketing and Benchmarks
11. Labor Market Analysis
12. Jobs Report

The Committee took the following action:

The Committee approved the Minutes of the May 5, 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: September 9, 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; May 6, 2021.
- Two Board Policies:
 - Policy #4.0.111.05-Customer File Documentation
 - Policy #4.1.104.06- Individual Training Accounts(ITA)

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 8 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. Program Year 2022 Master Contract, budget, statement of work, performance and profit schedule delivered to C2GPS Friday 09.03.2021
- Ms. Geri Escobar updated the committee on Career Center staffing, operations, services to Jobseekers.
- Mr. Armando Martinez updated the committee on Services to Businesses, virtual Job Fairs and Focus on Quality
- Tag-Team Presentation by Catherine Cole and Alba Silvas 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. Amy Villarreal presented information on Performance Measure; Geri Escobar further presented actions in place by C2GPS for performance improvement. A brief update on Facilities, was also provided by Ms. Villarreal- the build-out of second workforce location in Corpus Christi.

Detailed information can be found in Workforce Services Committee Packet, e-mailed to Board of Directors, by Ms. Janet Neely on Friday, September 3, 2021.

The Committee took the following action:

1. Approved the minutes of May 6, 2021 Workforce Services Committee Meeting.
2. Approved for recommendation 2 Board Policies.

Meeting adjourned at: 4:09 pm

ITEM FOR DISCUSSION AND POSSIBLE ACTION

X. FY 2021 Budget Amendment #4

BACKGROUND INFORMATION

The Workforce Solutions Board of Directors approved the FY 2021 Operating Budget on September 17, 2020. Budget Amendment #4 is attached with a detailed budget narrative.

RECOMMENDATION

We are requesting approval on Budget Amendment #4 of the BCY 2021 budget.

WORKFORCE SOLUTIONS OF THE COASTAL BEND
BUDGET NARRATIVE
FY 2021

The proposed budget amendment #4, includes an overall revenue increase for fund finalizations and contract increases and additions, for a total of \$732,467.

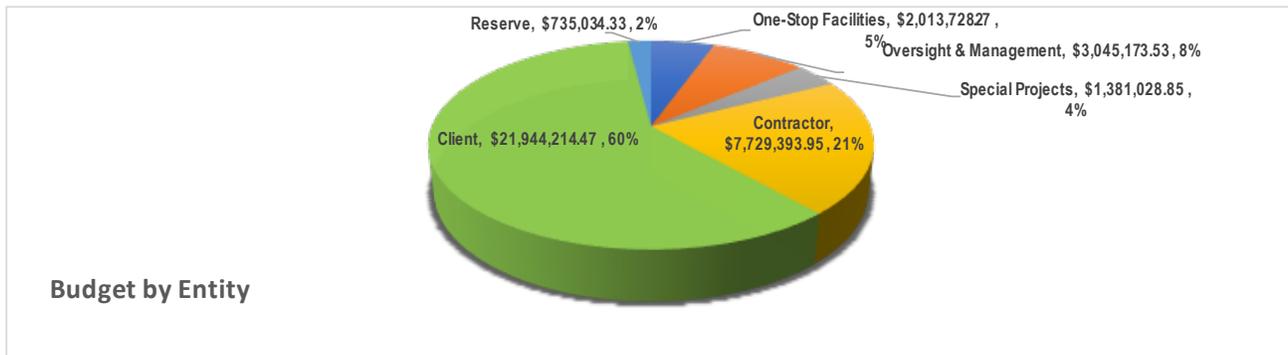
The increase in the budget will be adjusted in Management and Oversight in the following categories: Software Expense for increase in Furniture, Equipment, & Software for additional software licenses for remote work and higher level MS Office Licenses, and General & Administrative Expense for an increase in office supplies. 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 #4 of the BCY2021 budget.

Contract No.	Program	Amended Budget FY2021	Amendment #4 Fund Finalization / New Funds	Revised Funds Available 07/31/2021
2219WCI000	Workforce Commission Initiatives--Excellence in Rural Service Delivery	27,414		27,414
2219ATG000	Apprenticeship Texas Expansion Grant	194,186		194,186
2219WOA001	WIOA - PY19 Adult Allocation	163,634		163,634
2219WOD001	WIOA - PY19 Dislocated Worker Allocation	538,144		538,144
2219WOY001	WIOA - PY19 Youth	375,078		375,078
2219WAF001	WIOA - Alternative Funding for Statewide Activity	223,854		223,854
2220TAN000	TANF Choices	62,388		62,388
2220REA000	Reemployment Services & Eligibility Assessment	10,000		10,000
2220CCQ000	Child Care Quality (CCQ)	178,156		178,156
2220CCA000	Child Care Automatic Attendance (CAA)	9,648		9,648
2220CCF000	Child Care	1,536,539		1,536,539
2220CCP000	Child Care DFPS	401,745		401,745
2221TRA001	Trade Act Services for Dislocated Workers	18,412		18,412
2220WPA001	WPA	146,402		146,402
2220BSA001	BSA - Board Service Awards	22,450		22,450
2220BSA002	BSA - Texas Hireability	39,211		39,211
2220COS002	Skills Development Fund	115,000	(115,000)	0
2220COV001	COVID-Response Statewide	100,175		100,175
2220NDW001	COVID-19 Disaster Recovery	1,495,974		1,495,974
2220WCI001	WCI - Workforce Commission Initiatives	75,467	(38,616)	36,851
2220WOA001	WIOA - PY20 Adult Allocation	1,644,710		1,644,710
2220WOD001	WIOA - PY20 Dislocated Worker Allocation	1,338,028		1,338,028
2220WOY001	WIOA - PY20 Youth	1,726,103		1,726,103
2220WOR001	WIOA - PY20 Rapid Response	21,548	(19,950)	1,598
2221TAN000	TANF Choices	2,496,098		2,496,098
2221REA001	Reemployment Services & Eligibility Assessment	268,355		268,355
2221SNE000	SNAP E&T	502,451	26,893	529,344
2221SNE000	SNAP E&T- ABAWD (Dec)	158,669	17,779	176,448
2221NCP000	Non-Custodial Parent (NCP)	142,403		142,403
2221WPA001	Employment Services	95,463		95,463
2221CCA000	Child Care Automatic Attendance (CAA)	100,337	(78,540)	21,797
2221CCQ000	Child Care Quality (CCQ)	604,920		604,920
2221CCF000	Child Care (Oct)	17,378,085	684,901	18,062,986
2221CCP000	Child Care DFPS	1,448,000		1,448,000
2221CCM000	Child Care Local Match (Oct)	1,800,566		1,800,566
2221RAG001	Resource Administration Grants	6,923		6,923
2221WCI001	WCI - Workforce Commission Initiatives	47,543		47,543
Non-TWC	VET (10/01/20-09/30/21)	37,411		37,411
Non-TWC	STUDENT HIRABILITY (09/01/20-08/31/21)	100,000		100,000
Non-TWC	KINGSVILLE/BEEVILLE/STAPLES VR Monthly Expenses	94,261		94,261
Non-TWC	Walmart (PATHS)	295,357		295,357
Non-TWC	Perkins / Riz	75,000	25,000	100,000
Non-TWC	SEAL	0	230,000	230,000
	Grand Total	\$36,116,107	\$732,467	\$36,618,573

**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 #4	C FY2021 Amended Budget	Difference C-A
Grant revenue	\$36,116,107	\$732,467	\$36,848,573	\$732,467
EXPENSES				
Oversight & Management				
Salaries and benefits	\$ 2,626,143		\$ 2,626,143	-
Facilities and related expense	250,185		250,185	0
Furniture, Equipment & Software	75,000	20,000	95,000	20,000
General administrative expense	187,975	150,000	337,975	-
Communication expense	95,982		95,982	-
Professional fees & service	140,963	0	140,963	-
Staff development expense	35,500		35,500	-
Travel expense	38,000	-	38,000	-
Total Oversight & Management Expense	\$ 3,449,748	\$ 170,000	\$ 3,619,748	\$ 170,000
One Stop Operations 5%				
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		128,607	-
Professional fees & service	40,500		40,500	-
Client	5,000	-	5,000	-
Total One Stop Operation	\$ 2,013,728	\$ -	\$ 2,013,728	\$ -
Contracted services	\$ 30,652,630	\$ 562,467	\$ 31,215,097	\$ 562,467
Total expense	\$ 36,116,106	\$ 732,467	\$ 36,848,573	\$ 732,467
Changes in net assets	(0)	(0)	0	0



ITEM FOR DISCUSSION AND POSSIBLE ACTION

XI. WFSCB Internal & TWC Texas Cybersecurity Assessment (Discussion of this item may be conducted in Closed Session Pursuant to TOMA Section 551.089 and Section 551.071 and Texas Disciplinary Rules of Professional Conduct Rule 1.05 to consult with attorney concerning legal issues related to the assessment of critical infrastructure)

ITEM FOR DISCUSSION AND POSSIBLE ACTION

XII – 1 & 2. Board Policies

BACKGROUND INFORMATION

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

1. Policy #4.0.1.111.05- Customer File Documentation.

Revisions include guidance on criteria for “filing” customer documentation; including appropriate data management system(s) and customer’s electronic file. The Required data entry will be completed and in the appropriate data management system(s) and the customer’s electronic file within 3 business days of action/service provided.

2. Policy #4.1.104.06- Individual Training Accounts (ITA).

Due to Workforce Development Letter 05-19 Ch.1, dated 01.12.2021; verbiage was added to Section III. Policy Statement to provide guidance if Training Provider is no longer on Eligible Training Provider List (ETPL); The already enrolled participant may complete their training or exit the program.

Section III. Policy Statement ITA Limits; verbiage was added to allow a designee to approve ITA cost limits and duration on a case-by-case basis.

RECOMMENDATION

The Board of Directors approve the policies as reviewed and approved by the Workforce Services Committee on September 9, 2021.



POLICY

CATEGORY:	Program Operations	No: 4.0.111.045
TITLE:	Customer Eligibility File Documentation	
SUPERSEDES:	4.0.111.034 dated October 31, 2014 <u>June 16, 2017</u>	
EFFECTIVE:	June 16, 2017 <u>September 24, 2021</u>	
BOARD APPROVAL:	June 15, 2017 <u>September 23, 2021</u>	
LAST REVIEW:	June May 711, 2021 <u>September 9, 2021</u>	

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I. PURPOSE:

To establish criteria for customer ~~eligibility~~ file documentation and to ensure that complete and accurate documentation ~~during eligibility determination~~ for all Workforce Programs is verified and maintained in the appropriate data management system and the customer's electronic files.

II. DEFINITIONS:

N/A

III. POLICY STATEMENT:

Complete and accurate documentation ~~for eligibility determination~~ for all Workforce Programs shall be verified and maintained in the appropriate data management system and customer electronic files.

IV. PROCEDURES:

All eligibility documentation will be requested for a specific program. At the time when a customer has been determined to require additional assistance through specialized services, all eligibility documentation will be requested for that specific program.

Required data entry will be completed in the appropriate data management system and the customer's electronic file within 3 business days of action/service provided.

Eligibility determination documentation will be reviewed and assessed for accuracy ~~and placed in the customer's file~~, entered into appropriate data fields, ~~and documented~~ thoroughly in counselor notes, and placed in the customer's electronic file.

Eligible Workforce Innovation and Opportunity Act (WIOA) customers will have the types of documentation verifying eligibility entered into the WIOA Program Detail, Documentation tab of the Texas Workforce Information System (TWIST).

For programs that require re-verification of eligibility on a monthly basis, a counselor note will be entered in TWIST and documentation will be placed will be maintained in the

POLICY TITLE: Customer File Documentation
POLICY NUMBER: 4.0.111.045

DATE: ~~03/15/2012~~
REVISION: ~~06/15/2021~~ 09/09/2021

customer's [electronic file](#), ~~and counselor notes in TWIST to ensure continued eligibility.~~

V. RELATED POLICY INFORMATION:

[WD Letter 32-03, Change 4, Workforce Investment Act: Updated Workforce Investment Act Eligibility Guidelines Desk Reference, Dated 09/17/2012](#)

WD Letter ~~0315-146~~, Change 1, issued ~~July 12, 2016~~ [May 1, 2014](#) and entitled "Workforce Investment Act/Innovation and Opportunity: ~~WIA Income~~ Eligibility Guidelines: [Update Income and Guidelines Desk Reference](#)

Texas Workforce Commission- Workforce Innovation and Opportunity Act: Guidelines for Adults, Dislocated Workers and Youth, issued September 26, 2016.

Texas Workforce Commission Workforce Innovation and Opportunity Act- Eligibility Documentation Log, issued September 6, 2016.

VI. RESPONSIBILITIES:

The Contract Manager shall ensure that all relevant [Board](#) staff and contracted service providers are aware of and comply with this policy.

The Board Monitor shall provide oversight and evaluation of [information entered in the appropriate data management system and placed in the](#) customer's [electronic file](#) ~~documentation activities.~~

Contracted service providers shall ensure that appropriate procedures are ~~implemented~~ [implemented](#) and ~~that~~ relevant staff receive training regarding the requirements of this policy.

VII. FORMS AND INSTRUCTIONS: N/A

VIII. DISTRIBUTION:

Board of Directors Board Staff Contracted Service Provider Staff

IX. SIGNATURES:

Reviewed by EO Officer

Date

President/CEO

Date

POLICY TITLE: Customer File Documentation
POLICY NUMBER: 4.0.111.045

DATE: ~~036/15/2012~~
REVISION: ~~065/450/2021~~ [09/09/201](#)



WORKFORCE SOLUTIONS
of the Coastal Bend
POLICY-DRAFT

CATEGORY: Workforce Programs- WIOA **No: 4.1.104.0654**
TITLE: Individual Training Accounts (ITAs)
SUPERSEDES: 4.1.104.035, dtd ~~02/10/21~~ 2/26/2021
EFFECTIVE: ~~September 27, 2019~~ MONTH February ##21, 2021 09/24/201

BOARD APPROVAL: ~~September 26, 2019~~ MONTH February ##20, 2021 09/23/201
DATE REVIEWED : ~~September 12, 2019~~ MONTH February ##6, 2021 09/09/2021

I. PURPOSE:

An Individual Training Account (ITA) is an account established by Workforce Solutions of the Coastal Bend for the purpose of providing training to ~~Workforce Investment Opportunity Act (WIOA) Adults, Dislocated Workers, Out Of School Youth (OSY) or In School Youth (ISY)~~ participants eligible for training services. Establishment and uses of ITA's is governed by WIOA Titles I-IV Rules. ~~The ITA document is a cost disclosure and agreement between the program and the participant. It sets up an account for the participant and indicates the amount of funds budgeted for the training program and all supportive cost for the duration of the training program.~~

WIOA provides workforce activities that increase employment, retention, and earnings of participants. WIOA attempts to return adults and dislocated workers to employment as quickly as possible by testing the labor market for suitable employment and providing a sequence of services. If participants are unable to secure employment through core or intensive services, training can be the appropriate service to secure employment.

II. DEFINITIONS:

ITA -- Individual Training Accounts: ~~are training~~ accounts provided to eligible WIOA candidates to utilize in the funding of approved programs.

Participant -- An individual who has been determined to be eligible to participate in and who is receiving services under a program authorized by WIOA.

Service Provider - An individual or organization under contract with the Board that provides training or professional services in support of workforce activities (administrative and operational) conducted by or on behalf of the Board.

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III. POLICY STATEMENT

All training for which an ITA is issued must be included on the statewide listed in the Eligible Training Provider Program List System (ETPLS) available in The Workforce Information System of Texas (TWIST), using the Select Provider button in the Service Detail window. Additionally, consistent with the Board's Business & Strategic Plan, the ITA issued must be consistent with the Board's Business and Strategic Plan. If a training provider is removed from the ETPL, enrolled students can remain in the training program until they complete their training or exit the program.

WIOA Funding

It is important to emphasize that, under WIOA; the opportunity for an individual to enroll in a training program does not rely exclusively on the availability of WIOA training funds. In all cases, the resources of partners as well as federal, state, local, and personal funding sources must be taken in account in the development of the individual's employment plan. WIOA funding for training is limited to participants who are unable to obtain sufficient grant assistance from other sources to pay the full costs of training.

However, WIOA funds cannot be used to pay training costs:

- For any portion or term of training for which the participant has signed a loan as part of financial aid; or
- That were paid by the participant (or other source) prior to WIOA program registration.

Occupational skills training for WIOA eligible participants will be limited to those occupations for which there is a demand in the Coastal Bend region listed in Board's Target Occupation List (TOL), occupations that have been determined on a case-by-case basis to have a high potential for sustained demand growth in the workforce area, based on sufficient and verifiable documentation; or target occupations- in another workforce area to which the participant is willing to commute or relocate; and do not limit consumer choice.

A waiver may be given to training in occupations that are not listed on the Board's Targeted Occupations List, but are determined to be in sectors of the economy which have a high potential for sustained demand or growth, if the following criteria are met:

- 1) Written evidence from employers that confirms projected annual openings for the occupation at a level equivalent to the Board's current annual opening criteria for targeted occupations;
- 2) Written evidence from employers that verifies completers of the training will be paid at a wage that is in compliance with the Board's current wage criteria for targeted occupations; and
- 3) Written evidence that the skill set which will be acquired through the skill training meets current skill needs of Coastal Bend employers.

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Exceptions to ITAs

Occupational skills training shall be delivered utilizing the Individual Training Account system for WIOA Adult, Dislocated Worker, ISY and OSY participants, except in the following instances, whereby services may be provided through a contract.

- 1) Training is received through approved on-the-job or incumbent worker training provided by an employer or through an approved customized training program; or,
- 2) The Board determines there is an insufficient number of eligible providers of training services in the Coastal Bend region to accomplish the purposes of a system of ITAs; or
- 3) The Board determines that there is a training services program of demonstrated effectiveness offered in the Coastal Bend by a community-based organization or another private organization which serves participant populations that face multiple barriers to employment, including one or more of the following categories:
 - a) Individuals with substantial language or cultural barriers;
 - b) Offenders;
 - c) Homeless individuals;
 - d) Individuals with disabilities; or
 - e) Other such population defined by the Board.
- 4) The Board enters into a pay-for-performance contract that:
 - a) specifies a fixed amount to be paid to the service provider based on achievement of specified levels of performance for target populations within a defined time period; and
 - b) requires outcomes that must be independently validated prior to disbursement of funds.

ITA Limits

The lifetime limit of an ITA is \$7,000 per program participant. The use of ITA funds is limited to tuition expenses, fees, and such books and supplies as are required by the training provider for any student enrolled in course of study covered by the ITA. If the customer is in need of remediation or basic skills or prerequisite training for participation in the principle course of study, up to two courses in any combination (other than two in the same subject) is allowable.

No participant can be enrolled for more than two and one half (2½) academic years (5 semesters, 4 summer sessions, 10 quarters or 7 trimesters). Exceptions to these limits may be made on a case-by-case basis. However, exceptions to the maximum limit and duration of an ITA must be submitted to the Board the President/CEO or designee of Workforce Solutions of the Coastal Bend with well documented justification for approval. Requests for an exception must include

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evidence that supports that all efforts were made to identify, secure, and use other financial resources prior to seeking WIOA funding.

Changes to the training program (or majors) will be allowed as long as the change is in line with the training institution's satisfactory progress standards and, the changes will allow the student to complete the new course of study within the original time period, and is approved by the WFSCB Career Center Manager. The request for change to the training program must be justified and properly documented. Participants who change course plans must provide a revised course plan, which demonstrates their/his/her ability to complete the course within the original time period. The change must be consistent with assessments, FEP/ISS, demand target occupations, skills and aptitudes of the student. Additionally, the new course of study must be on the state approved training provider/course list. A limit of one (1) training program change (school change or change of major) will be allowed on each ITA.

IV. PROCEDURES:

-The participant's case file must contain a determination of need for training services as identified in the Family Employment Plan/Individual Services Strategy (FEP/ISS), comprehensive assessment, or through any other intensive service received.- WIOA removed the sequence of service requirement established under WIOA.

Prior to enrolling a participant for any training service, a case manager must develop with the participant a Family Employment Plan/Individual Service Strategy (FEP/ISS). -The FEP/ISS is used to develop an employment objective for the participant and a plan of action, including appropriate training, to achieve that objective.

The FEP/ISS shall identify the skill training for the occupation in demand that will be pursued and the required skill competency level associated with the additional training service. In addition to the FEP/ISS, documentation supporting the participant's eligibility- must be maintained in the participant's case file.- The documentation must support the fact that the training is needed in order for the participant to gain the appropriate level of employment at a self-sufficient wage. If training services are identified as an appropriate and necessary step toward achievement of employment for the participant in an appropriate occupation included on the Board's targeted occupations list, the customer can choose the appropriate training provider from among those in the Eligible Training Provider ListSystem (ETPLS).

To help ensure that participants will complete their chosen training program, the participant will be required to demonstrate that they have the adequate resources to sustain themselves and/or their family during the training period without the use of student loans.

The WFSCB case manager will work with the customer to identify the resources that are needed and all resources that are currently available to pay for education and training, including the customer's financial resources, federal, state, and local grants and programs. All resources must be identified.- Pell Grants and other financial resources will be combined with WIOA funds to cover total training expenses, WIOA funds will be considered the last resource of training funds.

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Taking into account the cost of the training as shown in the ETPLS, as well as other resources available to the participants, such as the GI Bill, other assistance from the Veterans Affairs (VA), Hazelwood Act, Texas Grant Monies, assistance from the Vocational Rehabilitation Services (VRS) and other such agencies, private scholarships, Pell Grants and others, an ITA is created for the participant. VA training benefits do not require to be exhausted prior to accessing WIOA funds for training.— A “deposit” is made to the participant’s account sufficient to cover the cost of training, as identified in ETPLS, less the sum of other resources available to the participant.— All payments made to training providers from this ITA account and the balance remaining in the account must be documented in the participant’s case file and entered into TWIST. At no time should the ITA account’s initial deposit be exceeded without the signed approval of the Career Center Mmanager, based on well-justified and documented good cause.— Expenditures made in excess of the initial deposit without Career Center Mmanager approval based on well-justified and documented good cause may not be reimbursable to the service provider.

Although great care should be taken by case managers to insure that deposits made to participants’ ITA accounts correctly reflect training costs as stated in ETPLS, in some cases actual cost may be less than the amount of the deposit.— An unused balance in such a case is not money owed to the participant.— In all cases, unused ITA balances should be “zeroed-out” as soon as it is determined that there is an excess. On the other hand, if actual costs exceed the training costs as stated in the ETPLS, case managers must request approval from the Career Center manager for an adjustment in the ITA amount. Changes to the ITA amount must include evidence that supports the requested increase, e.g., the ETPLS training detail print-outs that reflect the differences between both costs.

Participants in training who are unemployed must attend training full-time as determined by the training provider’s determination of a full-time student.

Participants are not limited in time by the certification and expiration dates included in provider’s ETPLS certification.— The two—and one half year (2½) ITA time limit may be extended for participants who are enrolled in training while working full or part-time if such extension will allow the participant to complete the training. However, any extensions of time beyond the 2 ½ year ITA time limit must be approved by the Career Center Mmanager and handled on a case-by-case basis. Requests for an exception must include evidence that financial support is available during this extended training period.

A statement that payment of training costs is subject to the availability of WIOA funds should be included in every ITA. Additionally, a statement should also be added that ITAs may not be used for payment of late fees, fines, or penalties caused by participant error or delay.

Participants enrolled in training are expected to:

- attend school regularly,
- have contact with their case manager on a monthly basis to identify all problems that might affect their successful completion of training and

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- to coordinate school registration requirements prior to actual registration.

The duration of training may consist of enrollment in a multi-quarter, multi-semester or multi-year educational or training program.- Career -Center professionals must inform customers that although any financial aid awarded is for a specific amount of money, individual vouchers will be issued to training providers on an interim basis, e.g., on a ~~semester by semester~~semester-by-semester basis. Before a new voucher is issued, Career Center professionals will meet with the participant to re-assess and update student’s financial status. These meetings are to be conducted in person. By re-evaluating the participant’s financial status, the Career Center professionals may use this information to help assess the customer’s ability to contribute toward paying for requested services. Additionally, the Career Center professionals may recommend other outside resources to pay for needed training and/or supportive services.

The determination as to whether a customer receives another voucher for the requested services depends upon the results received from this evaluation process. A change in the student’s financial condition may affect their/his/her level of financial support.- Participants are expected to pass their classes and to request tutorial assistance if needed and to supply their grade reports to their case managers as they are received. These policies and expectations must be reflected in a Participant Service Agreement developed by the Career Center service provider.

Service Provider Responsibilities

The Career Center service provider will be responsible for the development of the following procedures in the application of the WIOA Adult, Dislocated Worker, -OSY and ISY -training services provided through an ITA:

- Written procedures for timely data entry of ITA information into TWIST and other board approved tracking data bases such as Gazelle -(program eligibility, agreements, verification of participant’s enrollment into a vocational training component, financial assistance, funding sources, training amounts, transaction amounts, ITA balances, etc.)
- A process for tracking and documenting all resources paying for the participant’s training including WIOA Title I funds to ensure non-duplication of payments.
- Internal procedures for the issuance of financial support services including method of disbursement of funds and authorization for approval with Participant Agreement forms (cash reimbursement, lines of credit, etc.).
- A process for documenting how other sources of funding were sought and/or how they apply to the cost of an ITA.
- The internal procedure for the issuance of a check request. This must include identification of those individuals who are required and authorized to approve/sign ITAs. -It must also specify the use of Participant Agreement forms.

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- A process on how ITA and financial assistance policies and procedures _will be disseminated to participants of the WFSCB Career Center in simple, concise, understandable language.
- A process to collect and coordinate the documentation of participant enrollment and attendance, grade/progress reports, and case management contacts required during enrollment in training services.
- A process for providing the following to participants:
 - Labor market information on targeted demand occupations –and related skill standards/skill competencies of eligible program- for which an ITA- may be -issued; Access to the list of eligible certified training providers through the ETPLS; Performance and cost information- relating to the approved training programs offered by eligible providers; and
 - Information on available local work-based training providers, on-the-job training (OJT), customized training, paid or unpaid work experience opportunities, internships, registered apprenticeships, or incumbent worker training that meets the performance standards_(for example, entered employment and retention) for that occupation; and
 - On-going information on the status of their individual ITA account.
- Report deposits, ~~withdrawals~~withdrawals, and balances by participant to the Board on a quarterly basis and compare the total obligation to available budget.

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The Career Center service provider will also be responsible for the following:

- Assisting participants in applying for any financial aid that would cover expenses associated with attending training.
- The Career Center will be responsible for ensuring that Board funds purchase required tools, books, supplies, uniforms, etc.
- Conducting financial tracking for each service on the Financial Client Management System.
- Board approved pamphlets that communicate the policies, procedures, and financial tracking elements pertaining to ITAs for distribution to participants.
- Ensuring that each voucher will be valid **only** for the amount and length of time specified on the voucher, and each participant **must** follow his/hers individual FEP/ISS.
- Ensuring that a copy of the ITA vouchers issued are kept in the participant’s file and in the accounting file.
- Developing an agreement with each local training institution that details the method of payment from all sources dedicated to completion of training.
- Adherence to Grievance procedure 29 CFR 37.70 – 37.80.

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V. TRADE AJUSTMENT ASSISTANCE (TAA)-ITA

The Trade Act of 1974 (19 U.S. Code (USC) 2271-2322) as amended, (the Trade Act or Trade) requires that intervention strategies used for programs, benefits, and services will offer rapid, suitable, and long-term employment for adversely affected workers. The primary goal of Trade services is to assist Trade certified dislocated workers in locating new jobs, which may include training for new occupation, as rapidly and as effectively as possible. The creation of an ITA in order to track the training activities for a new occupation will be required.

TAA Eligible workers may receive TAA funded services such as required remedial skills training, allowable prerequisite training and vocational training costs.

Service Provider must ensure that prior to authorizing training and creating of ITA for TAA Eligible Workers the following criteria are met:

- The participant is Trade certified;
- no suitable employment is available for the participant;
- the participant is qualified to undertake and complete the training based on comprehensive assessment of the participant's knowledge, skills and abilities and interests;
- the participant has the ability to benefit from the training based on a comprehensive assessment of the participant's knowledge, skills and abilities;
- there is a reasonable expectation of employment following completion of training;
- the training is reasonably available to the participant from training providers, in which consideration of training providers is not limited to the providers appearing on the Eligible Training Provider List.
- The lifetime limit of an ITA \$7,000.00, listed for Adult and Dislocated Worker, per program participant is not applicable to TAA Participant.
- the training is available at a reasonable cost and at the lowest cost in cases where more than one (1) similar training for the same occupation is available to the participant;
- the participant is not using personal funds, including loans, for any part of the required costs of Trade approved training;
- training can be completed in its entirety within the training- duration maximums stipulated with the Petition Number assigned to the certification;
- training supports a specific occupational goal, and any remedial or prerequisite component is supportive of such goal and;
- pursuant to governing TEGLs, the participant is advised:
 - full-time or part-time training may be approved by TRA allowances will not be paid for any week in which training is part-time for Petition Numbers greater or equal to 70,000 or
 - only full-time training will be approved for Petition Numbers less than 70,000.

Service Provider will comply with Trade Act Services Applicable Rules:

- Trade Adjustment Assistance (TAA) Reauthorization Act of 2015, Public Law 114-27.
- Trade Adjustment Assistance Extension Act of 2011, Pub. L. 112-40;



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- Omnibus Trade Act of 2010, Pub. L. 111-344;
- Trade Adjustment Assistance Reform Act of 2002, Pub. L. 107-210
- Trade Act of 1974, Pub. L.93-618;19 U.S.C 2271-2322;
- Trade Regulations at 20 Code of Federal Regulation(C.F.R.) Parts 617 and 618 and 29 C.F.R. part 90.
- U.S. Department of Labor (DOL) Training and Employment Guidance Letters (TEGLS) are available on DOL’s web site at (<http://www.doleta.gov/tradeact/directives.cfm>) including but not limited to:
 - TEGL 11-02, issued October 10, 2002; TEGL 22-08 issued may 15, 2009; TEGL 10-11 issued November 18, 2011; TEGL 05-15 issued September 4, 2015.
- 40 Texas Administrative Code (TAC), Chapter 849, Employment and Training services for Dislocated Workers eligible for Trade Benefits, as amended;
- Texas Workforce Commission (TWC), Trade Adjustment Assistance Guide, April 2016 and subsequent issues; and
- Workforce Development (WD) Letters and other Agency Policy Directives.

VI. RELATED POLICY INFORMATION:

WIOA Act of 2014 Regulations 20 CFR Part 680
 Subpart B- Training Services, Subpart C- Individual Training Accounts and
 Subpart D- Eligible Training Providers

WIOA-Guidelines for Adults, Dislocated Workers and Youth. Effective July 6, -2018.
 WIOA- Final Rules Titles I-IV Published in Federal Register August 19, 2016 and effective October 18, 2016.
 TWC, Trade Adjustment Assistance Guide, April 2016 and subsequent issues.
 TWC, WD-Letter 14-19 dated August 15, 2019. Workforce Innovation and Opportunity -Act: Individual Training Accounts and Training Contracts
[TWC, WD-Letter 29-19 dated November 7, 2019; effective immediately. Statewide Eligible Training Provider List.](#)
[Workforce Development Division- Technical Assistance Bulletin 294- dated January 17, 2020.](#)
[TWC, WD-Letter 05-19 Change 1 dated January 12, 2021; effective immediately. Workforce Innovation and Opportunity Act, Eligible Training Provider Program, Eligibility Criteria and Performance Expectations – Update.](#)

VI. RESPONSIBILITIES:

Service Provider —will disseminate to appropriate Career Center professionals and follow the procedures outlined in this policy document and related policy documents.

The Board monitor shall provide oversight and monitoring to ensure full compliance with this policy.

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VII. FORMS AND INSTRUCTIONS:

VIII. DISTRIBUTION:

Board of Directors Board Professionals Service Provider Professionals

IX. SIGNATURES:

Reviewed by EO Officer

Date

President/CEO

Date

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INFORMATION ONLY

XIII – 1. Monitoring Reports

BACKGROUND INFORMATION

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

Workforce Solutions – Board

Fiscal and Program Reviews

- **TWC Monitoring Review (#21.22.0001)** – January 25-29, 2021 – Report issued August 3, 2021
Scope: January 1, 2019 to October 31, 2020
 - The Board Monitoring functions for both fiscal and programs has been recertified for three years.

Finding

- Ensure Noncustodial program requirements are met.
 - Case management, verification and documentation requirements, case closure, request for removal, and planned gap in service.

Resolution: Board staff is in the process of responding to the finding with the requested documentation from TWC Audit Resolution Department.

- **TWC Monitoring Review (#21.22.0001) SNAP E&T** – Report issued August 3, 2021
Scope: January 1, 2019 to October 31, 2020
 - The SNAP E&T fiscal and program systems are effectively managed – no issue noted
- **TWC WIOA Data Validation Review** – Report issued August 3, 2021
Scope: July 1, 2019 to June 30, 2020
 - The data validation initiative was conducted to ensure the accuracy of data collected and reported to USDOL for the Fiscal Year 2020. – no issue noted
- **TWC Equal Opportunity Compliance Review (#21.22.0201)** - Report issued April 27, 2021
 - The Board adhered to programmatic and physical accessibility requirements for Centers located within its jurisdiction.
- **TWC National Dislocated Worker (NDW Covid19) Review (#21.22.2901)** – Report issued August 26, 2021 - Scope: May 5, 2020 to April 30, 2021
 - The NDW Covid19 fiscal and program systems are effectively managed – no issue noted
- **Local Match Contract Certifications**
 - 1st half of 2020-2021 - \$450,141.50 in Expenditures were certified and submitted to TWC.
- **Single Audit Review** – BakerRipley Y/E 12/31/20 – The review had no material issues noted.

- **Equal Opportunity Accessibility** – Comprehensive Evaluation of all Workforce Locations
 - Used the 2012 Texas Accessibility Standards Checklist – no issue noted
- **National Dislocated Worker Grant – TX-38 Disaster Covid19**
 - A monthly Worksite Assessment Questionnaire for each participant and their supervisor was completed for the months of February thru August 2021 without exception. These worksite assessments will continue through the Grant period.
- **Personal Identifiable Information** – All Workforce Locations
 - Walk-through Checklist, interviews, and facility security – no issue noted

C2 Global Professional Services, LLC

Fiscal and Program Reviews

- **One Stop & Youth Services Fiscal Review (Scope: 10/1/20 – 5/31/2021) – 7/12/21**

The review consisted of the following contractual areas:

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

Finding

- Although Center Managers do approve office supply purchases for their locations, invoice requisitions submitted to the Board were not approved by C2gps accounting management.

Conclusion:

- C2GPS Fiscal Manager and/or Managing Director will review and approve before submitting requisitions to the Board for processing.

- **WIOA – Adult/Dislocated Worker Program Review 5/19/21**

Findings: The overall error rate for this review was 11%.

- Four (4) participant assessments were not signed and/or not in the customer’s file.
- Five (5) participants had no contact by their career counselor for several months.
- One (1) Individual Training Account (ITA) case has no documentation in the file to support the date of attainment of 12/15/20 for the RN credential earned by the participant.
- One (1) ITA case had an attainment date entered in TWIST of 1/26/21 yet the last classroom timesheet showed a date of 1/27/21, thus the attainment date entered should be 1/27/21 in line with the documentation.
- Four (4) cases have late case notes. Cases notes were updated after the auditor notified contractor that the cases would be monitored.
- Four (4) cases do not have the CASAS/TABE test scores entered in TWIST and/or in the participates file.
- One (1) case does not have the Service Plan in TWIST up to date

Conclusion:

- All corrections were made in TWIST if possible and Cabinet to the case files affected.
- Ongoing training and technical assistance are being provided to staff.

- **WIOA – Youth Services Review 6/1/21**

Findings: The overall error rate for this review was 4%.

- One (1) case assessment was updated without customer knowledge and after the file was requested for review.
- One (1) case had several late case notes.
- One (1) case had no customer contact for over 5 months.

- One (1) case does not have the customers CASAS test scores (1/29/21) entered in TWIST.
- One (1) case does not have the customers CASAS test scores (11/20/20) and the customers Fall 2020 Coastal Bend College grades (C/N 1/14/21) in the customers' file.

Conclusion:

- All corrections were made in TWIST if possible and Cabinet to the case files affected.
- Ongoing training and technical assistance are being provided to staff.

➤ **TANF/Choices Monitoring Review – 2/22/21**

Findings: The overall error rate for this review was 13.67%.

- One (1) case did not have case notes for job search hours from August - October 2020.
- One (1) case did not have a close-out case note.
- Several cases that had Job Search hours in TWIST but did not have the Job Search Worksheet logs in the file.
- Numerous Job Search Worksheets were not signed by the Career Counselor.
- Numerous Job Search Worksheets did not have the total hours filled out on the worksheet.
- One (1) transportation voucher did not have the Center Managers approval signature.
- One (1) customer that obtained employment was not reported to HHSC thru Form 2583.
- All eight (8) cases had numerous Job Search Worksheets/Work Activity timesheet hour errors including hours on wrong dates, wrong hours entered, and/or no hours entered in TWIST.

Conclusion:

- All corrections were made in TWIST if possible and Cabinet to the case files affected.
- Ongoing training and technical assistance are being provided to staff.

➤ **TANF/Choices Monitoring Review – 5/25/21**

Observation: The overall error rate for this review was 1.39%.

- One (1) case did not have complete and/or no case notes for job search hours recorded during the months of April and May 2021. Several case notes are not in Cabinet. Case notes should be written with complete information to support each action taken or data entered in TWIST.

Conclusion: C2GPS made significant improvement in the TANF/Choices Program.

➤ **Non-Custodial Parent (NCP) Choices Monitoring Review – 5/4/21**

Findings - The overall error rate for this review was 32%.

- One case does not have a copy of the Court Order in the file nor has a copy of the order been requested from OAG.
- Three (3) cases had late case notes entered in TWIST.
- Seven (7) cases had case notes entered late in COLTS.
- Two (2) cases had case notes in TWIST that have not been entered in COLTS.
- Four (4) cases did not have immediate notification to OAG of non-compliance with the Workforce program.
- One (1) case did not have COLTS case notes printout in the file.
- Two (2) cases did not have Planned Gap (11) service activity opened when the Request to Remove was initiated.
- One (1) case open service activity should be Unsubsidized Employment (39) not Job Search (13) based on CU statement as CC should have sent an employment verification for evidence of employment.
- One (1) case did not have the CU attend a Workforce Services Orientation (30).
- One (1) case does not have a signed OAG Authorization to Release Information Form (F1670) in the file.

- One (1) case did not have an Employment Verification Form sent to verify employment.
- One (1) case closure was not complete after the Request to Remove was granted by OAG as the Service Plan was not closed out in TWIST.

Conclusion:

- C2gps staff for this position has turned over 4 times in the last 6 months.
- All corrections were made in TWIST & COLTS if possible, and Cabinet to files affected.
- Continuous training, technical assistance, and monitoring are ongoing for this position.

➤ **Non-Custodial Parent (NCP) Choices Follow-up Monitoring Review – 6/15/21**

Findings - The overall error rate for this review was 6%.

- Two (2) cases had case notes entered late in COLTS.
- Three (3) cases had case notes in TWIST that have not been entered in COLTS.

Conclusion:

- Center Management has scheduled every Friday for review of all NCP Counselor Notes.
- Continuous training, technical assistance, and monitoring are ongoing for this position.

➤ **SNAP E&T Review 3/31/21**

Findings- The overall error rate for this review was 15.41%.

- Six (6) cases did not have each month's eligibility printout printed from TWIST or TIERS and placed in the file (Cabinet).
- One (1) Job Search Worksheet (JSW) did not have the Career Counselors (CC) signature.
- One (1) case did not have Workfare mentioned in the assessment case note or as part of the Service Plan.
- Four (4) cases had multiple JSW's missing from the file (Cabinet).
- One (1) customer should have been penalized for non-cooperation on 1/7/21 with a non-cooperation date of 1/4/21 but was not.
- Two (2) cases had late case notes entered in TWIST.
- Two (2) cases did not have all the JSW's time entered in TWIST.
- One (1) case did not have a Good Cause entered in TWIST for a Temporary Interruption noted in case notes.
- Three (3) cases did not have form 1822 sent to HHSC for participation in Cabinet.
- One (1) case did not have Form 1822 sent to HHSC to report employment.
- One (1) case was closed as HHSC no longer receiving benefits, yet the customer did receive benefits in that month.

Conclusion:

- All corrections were made in TWIST if possible and Cabinet to the case files affected.
- Ongoing training and technical assistance are being provided to staff.
- A SNAP E&T review just completed and is in the preliminary report status has error rate of 6.24%.

BarkerRipley

Fiscal and Program Review

➤ **Child Care File Review (Scope: 10/1/20 – 6/30/21) – 8/15/21**

The review consisted of the following contractual areas:

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

Finding

- Two (2) of twenty-three (23) disbursements reviewed were charged in error to the Coastal Bend.

Conclusion:

- BakerRipley will make adjusting accounting entries and reimburse the amounts charged to Coastal Bend of \$146.30 and \$85.14.
- BakerRipley will also review internal controls over allocating expenses to the Coastal Bend contract.

➤ Child Care File Reviews (3) Error Rate – 4/19/21 (9%), 6/15/21 (1.11%), & 8/18/21 (0%)**Findings:**

- One (1) case file did not include proof of citizenship in the file.
- One (1) case did not include all the parent's regular income and the bonus received per check stubs which led to a miscalculation of monthly income. Thus, the monthly income entered in TWIST is understated which led to the PSC being understated by \$65 per month ($250 - 185 = \65).
- One (1) case included income twice in the monthly income calculation. Thus, the monthly income entered in TWIST was overstated. The PSC was not affected.
- Four (4) cases did not have the parent(s) UI wages printout in the file.
- One (1) case did not have the Parent Acknowledgment Form signed by the parent.
- One (1) case did not have the Parent Acknowledgment Form signed by the IES.

Conclusion:

- All corrections were made in TWIST if possible and Cabinet to the case files affected.
- BakerRipley did reimburse Workforce Solutions \$260.
- Management stressed to IES staff the importance of reviewing work carefully on an ongoing basis and assisted them with developing systems that will ensure careful review of their work.

INFORMATION ONLY

XIII - 2. Financial Update

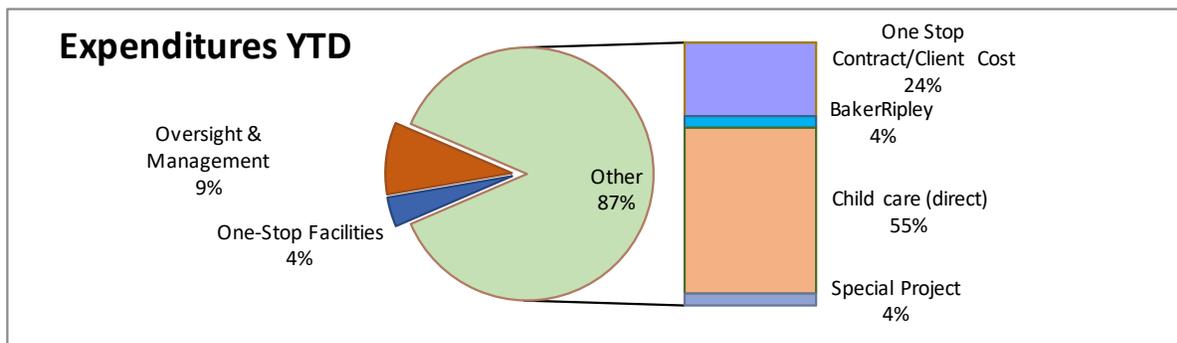
BACKGROUND

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
Expires 8/31/2021								
2219WAF001	WIOA - Alternative Funding for Statewide Activity	7/15/19	8/31/21	\$389,131.00	\$295,310.04	\$93,820.96	76%	92%
Non TWC	KINGSVILLE/BEEVILLE/STAPLES VR EXPENSES	8/1/20	8/31/21	\$176,547.42	\$150,839.32	\$25,708.10	85%	NA
Non TWC	Wage Service for Paid WE 3018VRS171	8/1/20	8/31/21	\$112,500.00	\$10,229.83	\$102,270.17	9%	NA
Non TWC	3018VRS133 - STUDENT HIRABILITY (09/01/20-08/31/21)	8/1/20	8/31/21	\$100,000.00	\$82,009.50	\$17,990.50	82%	NA
Non TWC	Perkins/Riz	7/1/20	8/31/21	\$100,000.00	\$58,227.66	\$41,772.34	58%	NA
Expires 9/30/2021								
2221NCP001	Noncustodial Parent Choices Program	9/1/20	9/30/21	\$142,403.00	\$139,398.40	\$3,004.60	98%	85%
2221RAG001	Resource Administration Grants	10/1/20	9/30/21	\$6,923.00	\$6,900.01	\$22.99	100%	83%
2221SNE001	SNAP E&T	10/1/20	9/30/21	\$705,792.00	\$705,792.00	\$0.00	100%	83%
2221TVC001	Texas Veteran's Commission	10/1/20	9/30/21	\$37,411.00	\$34,692.62	\$2,718.38	93%	83%
2221WCI001	WCI - Workforce Commission Initiatives	10/1/20	9/30/21	\$47,543.00	\$17,075.72	\$30,467.28	36%	NA
Expires 10/31/2021								
2221CCQ001	Child Care Quality	10/1/20	10/31/21	\$604,920.00	\$185,916.05	\$419,003.95	31%	77%
2221TAF001	TANF Choices	10/1/20	10/31/21	\$2,496,098.00	\$1,388,384.00	\$1,107,714.00	56%	77%
Expires 12/31/2021								
2221CCF001	Child Care	10/1/20	12/31/21	\$18,062,986.00	\$13,457,226.82	\$4,605,759.18	75%	67%
2221CCM001	Child Care Local Initiative	10/1/20	12/31/21	\$1,800,566.00	\$907,220.87	\$893,345.13	50%	67%
2221CCP001	Child Care - DFPS	9/1/20	12/31/21	\$1,448,000.00	\$841,545.51	\$606,454.49	58%	69%
2221REA001	Reemployment Services and Eligibility Assessment	10/1/20	12/31/21	\$268,355.00	\$261,776.04	\$6,578.96	98%	67%
2221TRA001	Trade Act Services for Dislocated Workers	10/1/20	12/31/21	\$18,412.00	\$2,888.85	\$15,523.15	16%	NA
2221WPA001	Wagner-Peyser Employment Services	10/1/20	12/31/21	\$95,463.00	\$79,915.22	\$15,547.78	84%	67%
2221WOS001	Military Family Support	1/1/21	12/31/21	\$54,704.00	\$51,842.06	\$2,861.94	95%	67%
Expires 1/31/2022								
3021VRS075	SEAL	2/1/21	1/31/22	\$230,000.00	\$72,552.27	\$157,447.73	32%	NA
Expires 3/31/2022								
Non-TWC	Walmart - PATHS	1/1/20	3/31/22	\$300,000.00	\$60,522.23	\$239,477.77	20%	NA
2220NDW001	NDW - Coronavirus	5/5/20	3/31/22	\$1,524,465.00	\$332,737.91	\$1,191,727.09	22%	36%
Expires 4/30/2022								
2221DON001	IKEA Home	4/23/21	4/30/22	\$75,000.00	\$1,211.16	\$73,788.84	2%	25%
Expires 6/30/2022								
2220WOA001	WIOA - PY20 Adult Allocation (July)	7/1/20	6/30/22	\$323,028.00	\$296,034.66	\$26,993.34	92%	81%
2220WOA001	WIOA - PY20 Adult Allocation (Oct)	7/1/20	6/30/22	\$1,321,682.00	\$1,047,696.11	\$273,985.89	79%	81%
2220WOD001	WIOA - PY20 Dislocated Worker Allocation (July)	7/1/20	6/30/22	\$275,893.00	\$254,410.34	\$21,482.66	92%	81%
2220WOD001	WIOA - PY20 Dislocated Worker Allocation (Oct)	7/1/20	6/30/22	\$1,062,135.00	\$600,346.28	\$461,788.72	57%	81%
2220WOY001	WIOA - PY20 Youth Allocation	7/1/20	6/30/22	\$1,726,103.00	\$1,358,190.03	\$367,912.97	79%	81%
2221TAN003	TANF-Texas Internship Initiative	4/21/21	6/30/22	\$100,000.00	\$22,162.29	\$77,837.71	22%	81%
2221WOR001	WIOA - PY21 Rapid Response	7/1/21	6/30/22	\$23,038.00	\$1,029.98	\$22,008.02	4%	NA
2221WOA001	WIOA - PY21 Adult Allocation (July)	7/1/21	6/30/23	\$311,865.00	\$0.00	\$311,865.00	0%	NA
2221WOD001	WIOA - PY21 Dislocated Worker Allocation (July)	7/1/21	6/30/23	\$263,276.00	\$0.00	\$263,276.00	0%	NA
2221WOY001	WIOA - PY21 Youth Allocation	7/1/21	6/30/23	\$1,584,376.00	\$0.00	\$1,584,376.00	0%	NA
				\$33,606,060.42	\$22,723,053.80	\$10,883,006.62		

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

	FY2021 Amended Budget	Current Expenses	YTD	% Expended
REVENUES				
Grant revenue - federal	36,818,573	2,491,103	25,753,648	70%
Grant revenue - Non federal	30,000	27	682	
	36,848,573	2,491,130	25,754,330	70%
EXPENSES				
Oversight & Management				
Salaries and benefits	2,626,143	207,097	1,727,009	66%
Facilities and related expense	250,185	15,430	160,671	64%
Furniture, equipment, & software	95,000	6,541	60,098	63%
General administrative expense	337,975	15,028	223,061	66%
Communication expense	95,982	3,308	67,617	70%
Professional fees and services	140,963	2,139	97,088	69%
Staff development expense	35,500	1,294	12,895	36%
Travel expense	38,000	(179)	818	2%
Total Oversight & Management Expense	3,619,748	250,658	2,349,258	65%
One Stop Operations				
Facilities and related expense	1,329,121	68,028	962,689	72%
Furniture, equipment, & software	172,279	11,001	74,356	43%
General administrative expense	338,221	23,919	127,693	38%
Communication expense	128,607	10,601	107,438	84%
Professional fees and services	40,500	-	25,000	62%
Total One Stop Operations	2,013,728	113,549	1,297,177	64%
Contracted services	31,215,097	2,299,232	22,274,465	71%
Total expense	36,848,573	2,663,439	25,920,900	70%



WORKFORCE SOLUTIONS OF THE COASTAL BEND
STATEMENT OF ACTIVITIES

For the Month Ending
 July 31, 2021

ASSETS

Current Assets

Cash & Cash Equivalents	\$	95,035
Money Market Account	\$	645,139
Due from TWC		2,184,568
Due from Other Funds		0
Accounts Receivable		3,441
Prepaid Expense		211,114
Other Assets		32,907
Total Current Assets	\$	3,172,205

Fixed Assets

Building Improvements	\$	1,665,504
Furniture and Equipment		235,839
Less Accumulated Depreciation		(1,813,002)
Net Fixed Assets	\$	88,341

Total Assets

\$ 3,260,545

LIABILITIES

Current Liabilities

Accounts Payable	\$	2,404,854
Accrued Expense		449,399
Accrued Vacation		86,168
Total Current Liabilities	\$	2,940,421

NET ASSETS

Unrestricted-Non-Federal Fund	\$	143,838
Temporarily Restricted-Ticket to Work/Other		87,946
Investment in Fixed Assets		88,341
Total Net Assets	\$	320,125

Total Liabilities and Net Assets

\$ 3,260,545

INFORMATION ONLY

XIII – 3. Facilities Update

BACKGROUND INFORMATION

Board Professionals will provide update on:

- COVID19- Activities
- Update on 2nd Location for Nueces County Career Center

INFORMATION ONLY

XIII - 4. Update on Procurements and Contracts

BACKGROUND

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

UPDATE ON PROCUREMENTS

August 30, 2021

Ongoing Procurements	Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
RFQ for Architecture, Design and Space Planning Services	July 6, 2021	September 24, 2021	Unknown	Unknown	Currently in contract negotiations.

Future Procurements	Anticipated Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
Proposal Evaluators	September 2021	Unknown	Unknown	Unknown	For Project Manager and Construction General Contractor Proposals.
Project Manager	October 2021	Unknown	Unknown	Unknown	For oversight of Mission Plaza office space modifications.
Construction General Contractor	November 2021	Unknown	\$750,000	Yes	For Mission Plaza office space modifications.

Anticipated dates and costs are contingent upon the completion of the procurement outcomes.

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	<p><u>Amendment 1</u> increased budget by a net amount of \$26,820.82</p> <p><u>Amendment 2</u> decreased budget by a net amount of \$166,185.33</p> <p><u>Amendment 3</u> decreased budget by a net amount of \$219,648.15</p>	Renewal 1 of 3	10/01/20 – 09/30/21
BakerRipley	Master	Direct Child Care Services	\$17,531,191.45		Renewal 3 of 3	10/01/20 – 09/30/21

PROFESSIONAL & CONSULTING SERVICES

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
Wood, Boykin, & Wolter, P.C.	Master	Legal Services	\$60,000	<p><u>Amendment 1</u> increased contract amount by \$25,000</p> <p><u>Amendment 2</u> increased contract amount by \$15,000</p>	Year 1 (3 renewals)	10/01/20 – 9/30/21
Alonzo, Bacarisse, Irving, & Palmer, P.C.	Agmt	Financial Audit Services	\$41,175		Renewal 1 of 2	1/01/21 – 12/31/21

SUBRECIPIENT/CONTRACTOR LOG 2020-2021

LEASE AGREEMENTS

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
PAK 56 Plaza LLC, SGT 44 Pirate LLC	Master	Lease Agmt for Center Office in Pirate Plaza, Sinton	\$5,216.67/mo ≈ 3,650 sq ft/ \$1.43	Early Termination with 90-day written notice	Year 4 of 5 Exp 12/31/22	1/01/21 – 12/31/21
Texas Workforce Commission	Master	Building Use Lease Agreement for Staples Center. Corpus Christi	≈22,616 sq ft			10/01/20 – 9/30/21
Coastal Bend College	Master	Office Lease Agreement for Center Office at CBC, Beeville Campus	\$4,084.50/mo (includes utilities & janitorial services) ≈ 3,850 sq ft/ \$1.06 + ins fee		Year 2 of 3 Exp 9/30/22	10/01/20 – 9/30/21
Coastal Bend College	Master	Office Lease Agreement for Center Office at CBC, Alice Campus	\$2,908.50/mo (includes utilities & janitorial services) ≈ 2,730 sq ft/ \$1.06 + ins fee		Year 1 of 3 Exp 1/31/24	2/01/21 – 1/31/22
Coastal Bend College	Master	Office Lease Agreement for Center Office at CBC, Kingsville Campus	\$3,392.55/mo (includes utilities & janitorial services) ≈ 3,191 sq ft/ \$1.06 + ins fee		Year 1 of 3 Exp 4/30/24	5/01/21 – 4/30/22
B-Y Mission Plaza CC, LTD	Master	Shopping Center Lease Agreement for Center, Corpus Christi	\$24,973/mo ≈ 24,973 sq ft/ + \$2,372.44 maintenance charge & \$2,622.17 est tax & ins	No rent due until 1/1/2023 Increases 2%/year starting 1/1/2024	Year 1 of 11	4/10/21 - 12/31/32

SUBRECIPIENT/CONTRACTOR LOG 2020-2021

OTHER CONTRACTS/AGREEMENTS

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
Sec Ops, Inc.	Master	Security Guard Services	Per Contract Hourly Rates		Year 1 (2 renewals)	10/01/20 – 9/30/21
Frost Bank	Master	Banking Services	Fee Based		Renewal 1 of 3	10/01/20 – 9/30/21
The Safeguard System, Inc.	Master	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	\$10,000		Year 1 (2 renewals)	10/01/20 – 9/30/21
Time Warner Cable	Master	Dedicated Access Service Lines Agreement	\$575.00/mo HUB lines to local center sites & \$774/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 (401K) 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	NTE \$5,000		Year 1 (2 renewals)	10/01/20 – 9/30/21
County of Kleberg Human Services	Agmt	Transportation Assistance Services to Kleberg and Kenedy counties	NTE \$5,000		Year 1 (2 renewals)	10/01/20 – 9/30/21
Valero Payment Services Company	Master	Purchase of Gas Cards for Program Participants	NTE \$204,000		Renewal 1 of 3	10/01/20 – 9/30/21

SUBRECIPIENT/CONTRACTOR LOG 2020-2021

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	\$16,000		Year 1 (2 renewals)	10/01/20 – 9/30/21
WKMC Architects, Inc.	Master	Certified Space Planning Services	\$4,010 + travel expenses		Renewal 2 of 3	10/01/20 – 9/30/21
The Clower Company	Agmt	Commercial Real Estate Brokerage Services	Broker fees paid by seller/landlord		Renewal 2 of 3	10/01/20 – 9/30/21
M&Rs Elite Janitorial Solutions, LLC	Master	Janitorial Cleaning Services (Career Centers in Corpus Christi & Sinton)	\$131,520		Renewal 1 of 3	10/01/20 – 9/30/21
Grunwald Printing Co.	Master	Print Shop and Copy Services	\$11,000		Year 1 (1 renewal)	12/07/20 – 9/30/21
Texas A&M Engineering Extension Service	Agmt	COVID-19 Short-Term Training	Reimbursement Per Training Course		Renewal 1 of 1	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	10/01/20 – 9/30/21
Customer Experience Solutions/Virtual Learning Development	Agmt	COVID-19 Short-Term Training	Reimbursement Per Training Course		Renewal 1 of 1	10/01/20 – 9/30/21
JDB Public Relations	Master	Executive Coaching and Leadership Services	\$29,500 + travel expenses	Amendment 1 date correction in Attachment A-1	Year 1 (1 renewal)	2/08/21 – 9/30/21
C2 Global Professional Services, LLC	Master	Summer Earn and Learn (SEAL) Program	NTE \$223,500	Amendment 1 added Attachment I Customer Rights and Complaint Resolution Procedure	Year 1 (3 renewals)	4/01/21 – 9/30/21

SUBRECIPIENT/CONTRACTOR LOG 2020-2021

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
Education to Employment Partners	Master	Texas Internship Initiative	\$90,911.40		Year 1	4/22/21 – 5/30/22
A+ Center for Education, LLC	Master	Child Care Professional Development Training	\$9,000	Amendment 1 added a second training activity on same topic and increased budget by \$3,600 Amendment 2 added a third training activity on a new topic and increased budget by \$1,800	Year 1 (1 renewal)	4/05/21 – 9/30/21
Noemi Aguilar	Master	Child Care Professional Development Training	\$3,000	Amendment 1 – included an additional professional development training activity and increased budget amount by \$1,000 Amendment 2 added a second training activity on a new topic and increased budget by \$1,000	Renewal 1	4/13/21 – 9/30/21
Enlightenment Counseling, LLC	Master	Child Care Professional Development Training	\$3,600	Amendment 1 corrected contractor name from owner to owner's company, added training activity, and increased budget by \$1,200 Amendment 2 added a second training activity on a new topic and increased budget by \$1,200	Year 1 (1 renewal)	4/14/21 – 9/30/21

SUBRECIPIENT/CONTRACTOR LOG 2020-2021

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	LATEST CONTRACT AMENDMENT STATUS	CONTRACT STATUS	CONTRACT PERIOD
KAS Consulting Group	Master	Child Care Professional Development Training	\$3,000	Amendment 1 added a second session of same training activity and increased budget by \$1,500	Year 1 (1 renewal)	4/21/21 – 9/30/21
Integrity Training & Professional Services	Master	Child Care Professional Development Training	\$750		Year 1 (1 renewal)	7/01/21 – 9/30/21
Education Support Provider	Master	Child Care Professional Development Training	\$775		Year 1 (1 renewal)	8/14/21 – 9/30/21
iCare Training	Master	Child Care Professional Development Training	\$750		Year 1 (1 renewal)	8/14/21 – 9/30/21

TWC GRANTS & CONTRACTS LOG 2020–2021

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
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.		2/01/20 – 9/30/22
Workforce Innovation and Opportunity Act – Adult	2220WOA001	To provide job seekers and workers with the high-quality career services, education and training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports including education and training for their current workforce.	\$1,644,710	7/01/20 – 6/30/22
	Amendment #1 - Revisions to standard terms & conditions and performance measures.			
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.	\$1,524,465	5/05/20 – 3/31/22
	Amendment #1 – Extended grant period end date from 3/31/21 to 3/31/22, increased grant award amount by \$1,450,744 and revised award terms and conditions.			
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
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

TWC GRANTS & CONTRACTS LOG 2020–2021

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
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
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
	Amendment #1 – Revised statement of work project requirements, removed quarterly meetings requirement.			
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

XIII - 5. Performance Measure Update

BACKGROUND INFORMATION

Performance Update (June 2021 Final Release)

Performance Synopsis

Board Contract Year: 2021

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

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept
+P (3)	+P (3)	+P (3)	+P (3)	+P (4)	+P (4)	+P (3)	+P (6)	+P (6)			
MP (4)	MP (4)	MP (5)	MP (5)	MP (7)	MP(8)	MP(9)	MP (7)	MP(9)			
-P (4)	-P (4)	-P (4)	-P (4)	-P (9)	-P(8)	-P(8)	-P (8)	-P (6)			

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

Explanation of Measures in Negative Performance for June 2021

Performance Measure	Current Num/Den	Current % of Target	
1. Employed Q2 Post Exit-Adult *	228/353	88.86%	
2. Employed Q4 Post Exit-DW *	124/188	85.60%	
3. Credential Rate - DW	32/56	81.57%	
4. Employed/Enrolled Q2 Post Exit – C&T	7144/12,655	86.05%	
5. Credential Rate – C&T Participants	118/242	70.26%	
6. Avg #Children Served per Day Combined		94.53%	Child Care Services.

Board Actions: Performance Improvement

On August 3rd, 2021, our 3rd 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.

*These two performance measures, have been in meeting/exceeding status. The June MPR Released on 08.13.21 indicated these two measures at negative performance; C2 management team discussed and shared information so that board staff may request technical assistance and also receive batch data for further review. Outcome of review and technical assistance will be provided at next round of committee meetings.

C2GPS(C2) Actions: Performance Improvement Efforts

1. 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.
2. Denominator Reviews & Follow Up: Monthly reviews of program exits 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.
3. 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.
4. Strengthen Assessment: during bi-weekly meetings, staff is provided guidance on 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.
5. Management Bootcamp April-June 2021: C2 Management team participated in 9-week Supervisor Bootcamp. Choices, NCP, SNAP, TAA, and WIOA program eligibility and reporting were covered.
6. Exit Checklist Implementation: C2 has implemented 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. This checklist also ensures that all data validation supporting documentation is uploaded to paperless system. Once in the system, the QA and Performance team do a final follow-up validation check of all impacted performance measure.
7. Measurable Skills Gain Training April 19, 2021: C2 Performance Team conducted a mandatory training. Staff was trained on what counted as a MSG, required documentation, and TWSIT data entry.
8. Process Workflows & Training: C2 has developed 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. Training to staff has been provided on the tools and how each measure is defined. The QA & Performance team provides reports to staff to help identify customers not counting positively in performance. Bi-weekly calls are held and include topics to assure staff are providing the appropriate services for customer to attain their goals.

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.

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 a increased costs of care. In addition, many families suspended care during the summer. The system began ramping enrollment back up but has not yet reached the level of enrollment expected because it takes several months to accomplish this.

WIOA 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 8/13/2021
JUNE 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	89.40%	97.86%	114.72%	109.33%	126.27%	81.58%	95.22%	115.68%	113.03%	149.80%	96.46%	97.13%	103.57%	181.40%	282.00%
Borderplex	98.71%	102.34%	150.10%	113.18%	143.01%	92.11%	90.12%	115.31%	115.45%	145.42%	115.64%	87.68%	101.75%	64.55%	123.93%
Brazos Valley	96.05%	95.51%	100.00%	74.16%	153.28%	80.81%	81.24%	110.40%	66.30%	122.45%	104.38%	113.87%	111.34%	168.00%	87.72%
Cameron	94.51%	100.13%	124.68%	108.71%	128.83%	97.61%	103.87%	107.93%	112.78%	146.25%	102.29%	110.27%	148.84%	178.11%	219.57%
Capital Area	106.02%	104.67%	174.72%	110.52%	87.06%	98.25%	97.15%	168.60%	103.59%	99.12%	99.61%	111.37%	115.83%	124.32%	114.16%
Central Texas	93.07%	101.04%	201.84%	113.42%	107.31%	75.94%	85.63%	154.47%	105.19%	45.52%	98.31%	113.36%	110.83%	130.08%	140.41%
Coastal Bend	88.86%	90.34%	120.55%	91.74%	99.78%	98.64%	85.60%	118.38%	81.57%	119.80%	94.01%	107.74%	97.84%	107.02%	173.50%
Concho Valley	106.23%	92.56%	99.58%	89.60%	117.03%	82.28%	108.06%	137.88%	107.54%	146.94%	74.87%	114.53%	165.41%	169.12%	375.00%
Dallas	83.57%	87.73%	122.53%	101.20%	129.79%	85.79%	97.83%	111.31%	112.65%	154.29%	96.83%	101.98%	88.42%	125.29%	114.88%
Deep East	109.36%	98.08%	98.15%	115.21%	138.49%	79.18%	96.13%	98.29%	82.33%	142.36%	118.07%	121.80%	118.21%	145.19%	200.00%
East Texas	83.01%	93.27%	100.87%	92.96%	98.59%	80.92%	89.30%	74.43%	90.79%	119.26%	94.92%	101.95%	125.47%	192.98%	252.50%
Golden Crescent	114.47%	114.45%	114.61%	110.12%	87.47%	93.12%	91.56%	76.61%	127.86%	158.78%	94.01%	83.22%	193.50%	53.28%	200.00%
Gulf Coast	91.17%	86.68%	84.80%	83.49%	146.72%	84.63%	84.91%	102.45%	84.86%	152.45%	93.87%	92.26%	100.37%	109.97%	250.63%
Heart of Texas	105.49%	94.39%	118.34%	64.27%	141.14%	90.75%	91.35%	181.40%	78.00%	136.12%	110.28%	101.98%	80.28%	104.32%	n/a
Lower Rio	99.02%	92.99%	96.93%	102.30%	132.30%	100.13%	94.83%	143.43%	96.37%	140.70%	99.85%	91.94%	103.12%	161.40%	235.50%
Middle Rio	104.58%	106.36%	110.79%	107.04%	128.70%	96.04%	95.49%	84.47%	126.00%	157.76%	101.95%	119.75%	128.95%	330.03%	377.36%
North Central	84.06%	93.12%	121.07%	109.33%	150.66%	80.88%	86.74%	121.18%	110.11%	141.63%	101.36%	99.29%	116.31%	120.32%	221.82%
North East	102.88%	101.70%	113.63%	92.02%	176.41%	92.80%	92.87%	86.45%	129.43%	137.14%	122.92%	123.92%	133.74%	141.04%	295.60%
North Texas	87.19%	82.92%	77.79%	72.55%	167.01%	58.28%	111.22%	84.90%	142.86%	179.39%	119.03%	100.86%	123.29%	108.10%	300.00%
Panhandle	98.56%	93.87%	135.67%	115.08%	116.73%	104.38%	113.15%	84.30%	114.29%	110.44%	106.77%	108.04%	173.03%	134.72%	136.99%
Permian Basin	95.61%	85.94%	109.27%	116.36%	127.29%	67.13%	68.36%	143.13%	90.57%	163.06%	78.13%	92.51%	139.00%	269.82%	94.50%
Rural Capital	95.16%	99.17%	121.47%	107.98%	169.94%	91.90%	94.60%	109.95%	103.89%	183.06%	97.40%	104.30%	165.27%	121.92%	200.23%
South Plains	98.55%	104.04%	122.23%	114.42%	158.65%	96.04%	89.28%	141.70%	114.29%	129.36%	99.87%	111.51%	121.51%	74.72%	400.00%
South Texas	82.16%	74.84%	114.68%	118.86%	172.71%	88.59%	121.36%	90.95%	114.29%	156.93%	96.22%	96.26%	136.33%	126.09%	215.05%
Southeast	94.83%	78.86%	103.56%	128.59%	174.24%	103.40%	101.16%	136.82%	92.91%	153.06%	99.56%	90.34%	79.26%	190.18%	360.00%
Tarrant	94.40%	91.36%	128.76%	99.31%	129.72%	96.60%	90.94%	117.12%	106.43%	163.67%	103.53%	97.86%	81.55%	237.06%	312.00%
Texoma	106.67%	107.04%	150.27%	101.76%	135.25%	58.28%	121.80%	13.59%	114.29%	137.36%	99.28%	93.48%	134.11%	84.16%	157.53%
West Central	96.08%	99.71%	160.40%	113.61%	177.95%	109.32%	92.81%	124.24%	101.60%	142.74%	112.16%	97.33%	103.88%	116.84%	182.00%
+P	1	1	19	11	23	0	4	16	13	26	6	9	18	20	25
MP	20	21	7	12	3	15	16	5	10	1	20	17	6	4	1
-P	7	6	2	5	2	13	8	7	5	1	2	2	4	4	1
% MP & +P	75%	79%	93%	82%	93%	54%	71%	75%	82%	96%	93%	93%	86%	86%	96%
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	6/20	12/19	6/20	12/19	6/21	6/20	12/19	6/20	12/19	6/21	6/20	12/19	6/20	12/19	6/21

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	92.47%	99.31%	97.26%	109.16%	107.13%	101.48%	9	9	3	86%
Borderplex	91.91%	97.32%	98.72%	111.41%	114.22%	100.25%	10	8	3	86%
Brazos Valley	91.19%	94.68%	67.39%	108.71%	133.65%	97.02%	8	5	8	62%
Cameron	97.73%	94.71%	122.77%	109.29%	123.67%	103.78%	11	9	1	95%
Capital Area	97.12%	100.89%	106.61%	111.00%	113.07%	86.12%	10	9	2	90%
Central Texas	92.35%	98.46%	106.95%	112.55%	109.59%	104.75%	10	7	4	81%
Coastal Bend	86.05%	95.78%	70.26%	107.13%	117.91%	94.53%	6	9	6	71%
Concho Valley	99.88%	98.04%	100.35%	102.87%	101.38%	101.90%	7	11	3	86%
Dallas	92.47%	97.44%	113.70%	161.23%	110.70%	108.32%	11	5	5	76%
Deep East	87.06%	96.39%	104.47%	108.87%	154.00%	97.95%	10	8	3	86%
East Texas	88.84%	97.74%	94.71%	110.51%	104.76%	97.72%	5	10	6	71%
Golden Crescent	101.16%	100.32%	123.78%	110.31%	102.40%	90.03%	10	6	5	76%
Gulf Coast	86.52%	92.22%	82.20%	110.23%	127.32%	89.74%	5	6	10	52%
Heart of Texas	99.79%	96.62%	85.72%	112.09%	113.76%	96.13%	7	9	4	80%
Lower Rio	97.35%	90.44%	110.17%	110.43%	111.67%	85.75%	8	11	2	90%
Middle Rio	92.91%	90.26%	123.30%	110.70%	130.76%	88.88%	11	6	4	81%
North Central	88.29%	100.53%	100.33%	120.04%	117.52%	96.07%	10	7	4	81%
North East	97.32%	97.86%	113.62%	117.98%	94.34%	111.25%	12	7	2	90%
North Texas	102.03%	97.83%	99.76%	113.64%	106.81%	91.20%	9	5	7	67%
Panhandle	99.53%	98.80%	126.08%	109.92%	97.23%	95.93%	11	9	1	95%
Permian Basin	89.56%	89.85%	110.50%	106.03%	106.65%	98.68%	9	6	6	71%
Rural Capital	96.88%	103.11%	119.37%	114.35%	135.22%	102.96%	9	12	0	100%
South Plains	94.85%	96.45%	117.65%	108.81%	117.59%	109.83%	13	5	3	86%
South Texas	90.88%	91.89%	142.22%	110.68%	118.66%	88.55%	12	3	6	71%
Southeast	95.27%	92.06%	78.98%	108.27%	122.21%	107.68%	9	8	4	81%
Tarrant	93.20%	99.34%	109.42%	181.89%	96.17%	117.64%	9	10	2	90%
Texoma	101.31%	99.71%	110.62%	114.05%	107.51%	112.37%	11	7	3	86%
West Central	91.49%	97.12%	104.54%	115.51%	101.86%	99.53%	9	11	1	95%
+P	0	0	15	27	21	6	261			
MP	12	20	7	1	6	14	218			
-P	16	8	6	0	1	8	108			
% MP & +P	43%	71%	79%	100%	96%	71%	82%			
From	7/19	1/19	1/19	7/20	10/20	10/20	From			
To	6/20	12/19	12/19	3/21	6/21	6/21	To			

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **COASTAL BEND**

FINAL RELEASE
As Originally Published 8/13/2021
JUNE 2021 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		6	9	6	71.43%											
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)	-P	88.86%	72.70%	72.70%	64.60%	79.30%	68.40%	228 353		71.80%	71.60%	48.70%	61.10%	7/19	6/20
DOL-C	Employed Q4 Post Exit – Adult (DOL)	MP	90.34%	68.30%	68.30%	61.70%	74.30%	70.30%	224 363		66.70%	56.30%	58.90%	66.70%	1/19	12/19
DOL-C	Median Earnings Q2 Post Exit – Adult (DOL)	+P	120.55%	\$5,000.00	\$5,000.00	\$6,027.51	\$5,565.00	\$5,163.33	n/a 228		\$6,728.80	\$6,431.52	\$5,156.25	\$5,221.21	7/19	6/20
DOL-C	Credential Rate – Adult (DOL)	MP	91.74%	65.40%	65.40%	60.00%	52.00%	56.30%	66 110		43.80%	68.80%	59.60%	65.40%	1/19	12/19
DOL-C	Measurable Skills Gains - Adult (DOL)	MP	99.78%	45.80%	45.80%	45.70%	45.00%	n/a	75 164		----	----	----	----	7/20	6/21
DOL-C	Employed Q2 Post Exit – DW (DOL)	MP	98.64%	73.50%	73.50%	72.50%	77.30%	80.70%	103 142		81.70%	66.70%	65.50%	64.30%	7/19	6/20
DOL-C	Employed Q4 Post Exit – DW (DOL)	-P	85.60%	77.10%	77.10%	66.00%	80.00%	76.50%	124 188		62.20%	79.60%	63.30%	59.00%	1/19	12/19
DOL-C	Median Earnings Q2 Post Exit – DW (DOL)	+P	118.38%	\$7,200.00	\$7,200.00	\$8,523.21	\$7,815.16	\$8,102.58	n/a 103		\$8,400.00	\$8,533.20	\$8,933.05	\$7,520.00	7/19	6/20
DOL-C	Credential Rate – DW (DOL)	-P	81.57%	70.00%	70.00%	57.10%	60.70%	66.70%	32 56		40.00%	60.00%	68.00%	45.50%	1/19	12/19
DOL-C	Measurable Skills Gains - DW (DOL)	+P	119.80%	49.00%	49.00%	58.70%	42.60%	n/a	61 104		----	----	----	----	7/20	6/21
DOL-C	Employed/Enrolled Q2 Post Exit – Youth (DOL)	MP	94.01%	68.50%	68.50%	64.40%	72.30%	65.80%	114 177		64.90%	67.40%	64.40%	58.60%	7/19	6/20
DOL-C	Employed/Enrolled Q4 Post Exit – Youth (DOL)	MP	107.74%	63.30%	63.30%	68.20%	74.80%	74.50%	167 245		79.30%	65.50%	56.10%	73.90%	1/19	12/19
DOL-C	Median Earnings Q2 Post Exit – Youth (DOL)	MP	97.84%	\$3,100.00	\$3,100.00	\$3,032.96	\$3,411.04	\$2,406.00	n/a 108		\$2,726.40	\$2,968.00	\$3,050.38	\$4,763.62	7/19	6/20
DOL-C	Credential Rate – Youth (DOL)	MP	107.02%	28.50%	28.50%	30.50%	29.00%	45.00%	25 82		7.10%	19.10%	44.40%	40.00%	1/19	12/19
DOL-C	Measurable Skills Gains - Youth (DOL)	+P	173.50%	20.00%	20.00%	34.70%	27.40%	n/a	25 72		----	----	----	----	7/20	6/21
LBB-K	Employed/Enrolled Q2 Post Exit – C&T Participants	-P	86.05%	65.60%	65.60%	56.45%	70.73%	69.00%	7,144 12,655		66.28%	56.40%	49.72%	54.82%	7/19	6/20
LBB-K	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	MP	95.78%	81.70%	81.70%	78.25%	84.76%	85.21%	6,745 8,620		83.50%	79.74%	72.64%	75.52%	1/19	12/19
LBB-K	Credential Rate – C&T Participants	-P	70.26%	69.40%	69.40%	48.76%	48.39%	61.69%	118 242		25.58%	47.92%	61.54%	46.67%	1/19	12/19

Reemployment and Employer Engagement Measures

TWC 1,2	Claimant Reemployment within 10 Weeks	+P	107.13%	55.39%	n/a	59.34%	60.52%	64.86%	3,780 6,370		99.82%	53.34%	57.37%		7/20	3/21
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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 8/13/2021
JUNE 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
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Reemployment and Employer Engagement Measures

TWC 3	# of Employers Receiving Workforce Assistance	+P	117.91%	2,183	2,622	2,574	2,597	4,155	----- -----		1,480	1,549	1,757		10/20	6/21
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1. Performance in Q1 was artificially boosted because very few claimant with new claims during that period were subject to work search.
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.
3. The most recent quarter of performance increased over the prior quarter (which itself was an improvement over the prior quarter) as the economic recovery took hold and more employers sought assistance filling positions.

Program Participation Measures

TWC 4	Avg # Children Served Per Day - Combined	-P	94.53%	2,633	2,633	2,489	2,960	2,834	485,429 195		2,281	2,457	2,732		10/20	6/21
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4. TWC took a number of actions to mitigate the impact of COVID-19 on child care providers and families and to ensure the availability of child care for working parents in Texas. Some of these actions resulted in increased costs of care. In addition, many families suspended care during the summer. The system began ramping enrollment back up and in the last quarter saw an increase of over 10,000 kids per day statewide.

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

INFORMATION ONLY

XIII – 6. Jobs & Employment Report

BACKGROUND INFORMATION

Jobs and Employment Report

The July unemployment rate for the Corpus Christi Metropolitan Statistical Area (MSA) decreased to 7.5% with Nueces County at 7.2%. Ten of the eleven Coastal Bend counties experienced month-over-month decreases with Kenedy County remaining unchanged. The unemployment rate for the Coastal Bend region decreased to 7.9%.

The *Leisure and Hospitality* Super Sector industry has grown by 13% in the Corpus Christi MSA over the year with the demand for workers in the restaurant and hotel industry remaining high. Employers are currently seeking Cooks, Food Service Supervisors and Cashiers along with numerous other positions and hundreds of openings.

BACKGROUND

Local labor market information for July 2021 is included on the following pages.

Coastal Bend Workforce Area

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

Area	Area Type	Latest Monthly Data July 2021						Previous Monthly Data June 2021				Year Ago July 2020			
		Labor Force	Employment	Unemployment	Rate	M+-	Y+-	Labor Force	Employment	Unemployment	Rate	Labor Force	Employment	Unemployment	Rate
United States	Nation	161,347,000	152,645,000	8,702,000	5.4	-0.5	-4.8	161,988,000	151,239,000	9,484,000	5.9	160,085,000	143,777,000	16,308,000	10.2
Texas	State	14,105,124	14,105,124	876,878	6.2	-0.3	-3.1	14,071,243	13,162,716	908,527	6.5	14,005,509	12,704,427	1,301,082	9.3
Corpus Christi	MSA	204,550	189,118	15,432	7.5	-0.9	-4.1	203,022	185,944	17,078	8.4	204,252	180,660	23,592	11.6
Coastal Bend	WDA	256,486	236,160	20,326	7.9	-0.9	-4.1	255,579	233,160	22,419	8.8	259,692	228,571	31,121	12
Aransas	County	9,297	8,587	710	7.6	-0.8	-2.7	9,189	8,413	776	8.4	9,102	8,168	934	10.3
Bee	County	9,203	8,353	850	9.2	-0.6	-3.6	9,345	8,425	920	9.8	10,039	8,759	1,280	12.8
Brooks	County	2,343	2,091	252	10.8	-0.2	-3.1	2,435	2,166	269	11.0	2,589	2,228	361	13.9
Duval	County	5,160	4,683	477	9.2	-2.4	-6.6	4,573	4,044	529	11.6	4,953	4,168	785	15.8
Jim Wells	County	15,072	13,350	1,722	11.4	-1	-5.8	15,155	13,272	1,883	12.4	16,184	13,393	2,791	17.2
Kenedy	County	155	143	12	7.7	-1.3	0	156	142	14	9.0	169	156	13	7.7
Kleberg	County	12,317	11,295	1,022	8.3	-0.2	-2.7	13,088	11,973	1,115	8.5	13,328	11,859	1,469	11
Live Oak	County	4,764	4,410	354	7.4	-0.6	-2.4	4,811	4,424	387	8.0	5,072	4,575	497	9.8
Nueces	County	165,611	153,629	11,982	7.2	-0.9	-4.3	164,386	151,041	13,345	8.1	165,715	146,729	18,986	11.5
Refugio	County	2,922	2,717	205	7	-0.5	-3.7	2,994	2,770	224	7.5	3,106	2,773	333	10.7
San Patricio	County	29,642	26,902	2,740	9.2	-0.8	-3.3	29,447	26,490	2,957	10.0	29,435	25,763	3,672	12.5

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

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

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

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

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

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

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

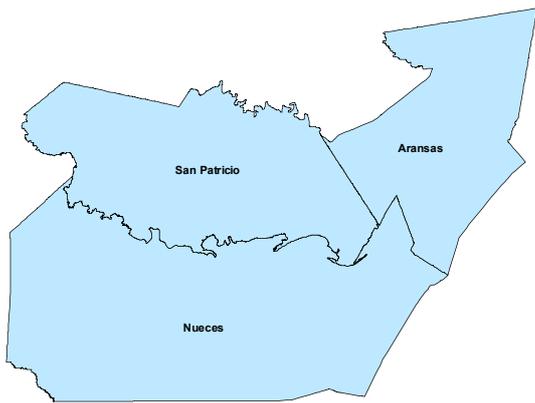
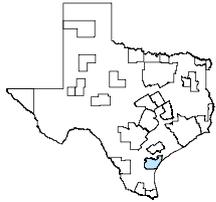
Less than High School	\$15,437	Some College or Associates	\$28,739	Graduate or Professional	\$56,681
High School & GED	\$26,818	Bachelor's	\$44,078		

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Deaf, hard-of-hearing or speech impaired customers may contact **Relay Texas: 1-800-735-2989 (TDD) and 1-800-735-2988 or 7-1-1 (Voice)**

Corpus Christi MSA

July 2021



MSA Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	204,550	203,198	204,252	298
Employed	189,118	186,157	180,660	8,458
Unemployed	15,432	17,041	23,592	-8,160
Unemployment Rate	7.5%	8.4%	11.6%	-4.1%

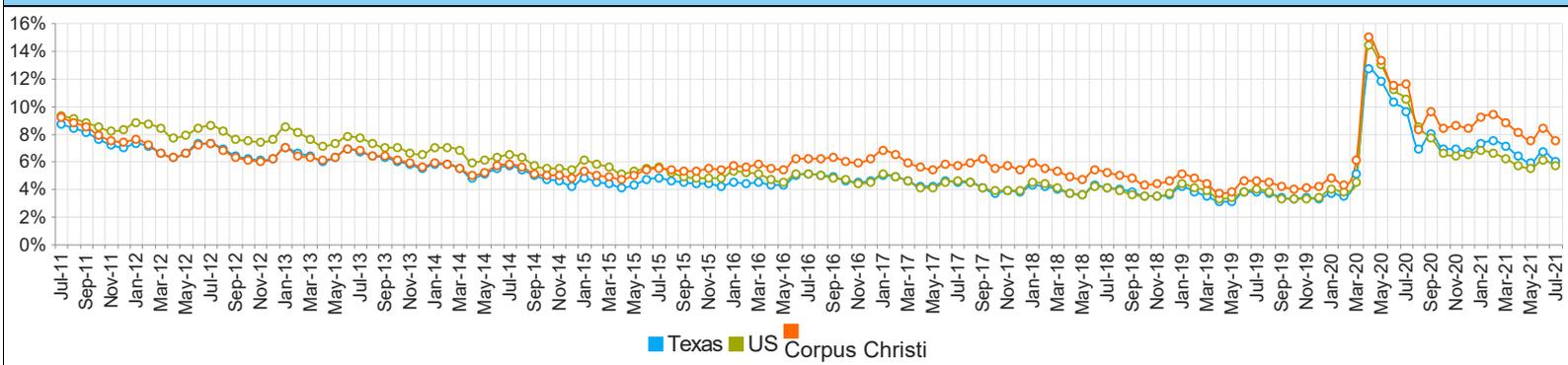
Texas Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	14,192,398	14,126,847	14,010,729	181,669
Employed	13,340,757	13,186,927	12,661,727	679,030
Unemployed	851,641	939,920	1,349,002	-497,361
Unemployment Rate	6.0%	6.7%	9.6%	-3.6%

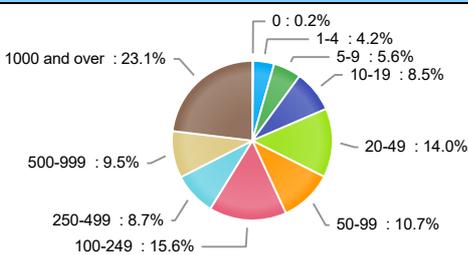
US Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	162,817,000	162,167,000	161,374,000	1,443,000
Employed	153,596,000	152,283,000	144,492,000	9,104,000
Unemployed	9,221,000	9,883,000	16,882,000	-7,661,000
Unemployment Rate	5.7%	6.1%	10.5%	-4.8%

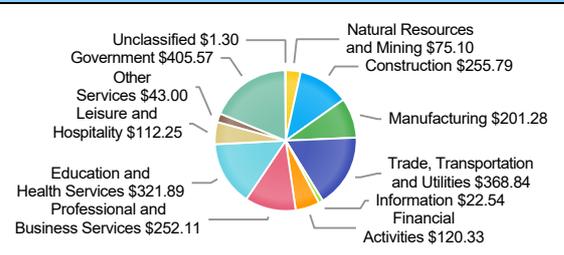
Historical Unemployment Rates



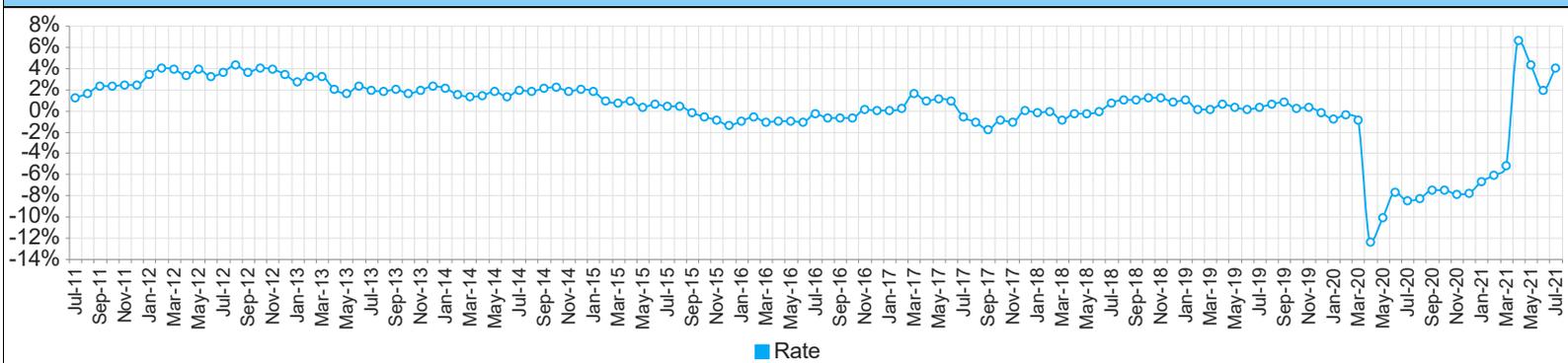
Employment by Size Class (1st Quarter 2021)



Wages by Industry (in millions) (1st Quarter 2021)



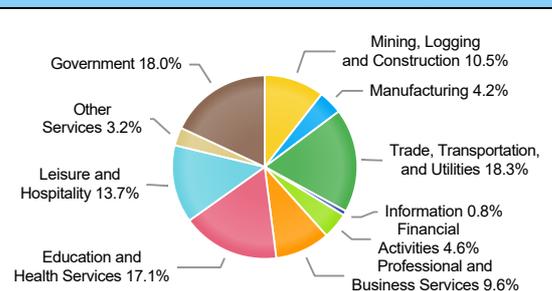
Annual Growth Rate Total Non-agricultural employment



Employment by Industry (July 2021)

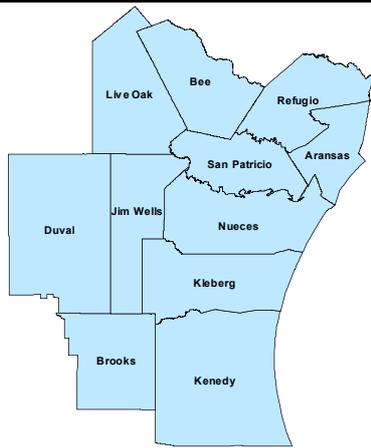
Industry	Current Month Employment	% Monthly Change	% Yearly Change
Total Nonfarm	183,900	0.2%	4.0%
Mining, Logging and Construction	19,400	1.0%	3.7%
Manufacturing	7,800	1.3%	0.0%
Trade, Transportation, and Utilities	33,600	0.9%	6.0%
Information	1,400	0.0%	0.0%
Financial Activities	8,400	1.2%	3.7%
Professional and Business Services	17,700	0.0%	4.1%
Education and Health Services	31,500	0.3%	1.6%
Leisure and Hospitality	25,200	0.8%	13.0%
Other Services	5,800	0.0%	3.6%
Government	33,100	-1.8%	-0.3%

Employment by Industry (July 2021)



Coastal Bend Workforce Development Area

July 2021



WDA Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	256,486	255,592	259,692	-3,206
Employed	236,160	233,214	228,571	7,589
Unemployed	20,326	22,378	31,121	-10,795
Unemployment Rate	7.9%	8.8%	12.0%	-4.1%

Texas Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	14,192,398	14,126,847	14,010,729	181,669
Employed	13,340,757	13,186,927	12,661,727	679,030
Unemployed	851,641	939,920	1,349,002	-497,361
Unemployment Rate	6.0%	6.7%	9.6%	-3.6%

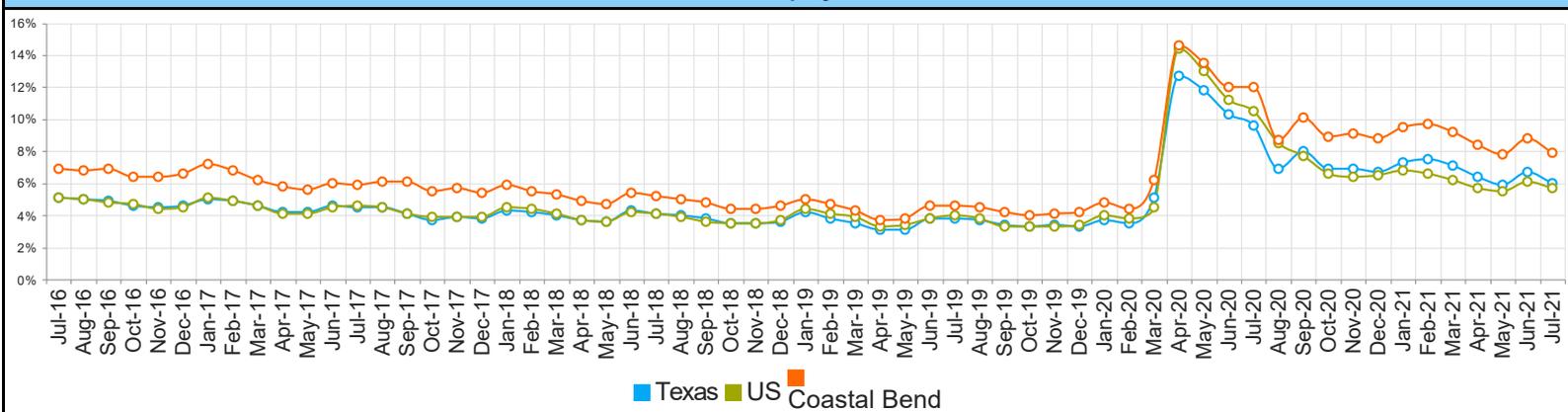
US Labor Force Statistics

	Jul-21	Jun-21	Jul-20	Yearly Change
Civilian Labor Force	162,817,000	162,167,000	161,374,000	1,443,000
Employed	153,596,000	152,283,000	144,492,000	9,104,000
Unemployed	9,221,000	9,883,000	16,882,000	-7,661,000
Unemployment Rate	5.7%	6.1%	10.5%	-4.8%

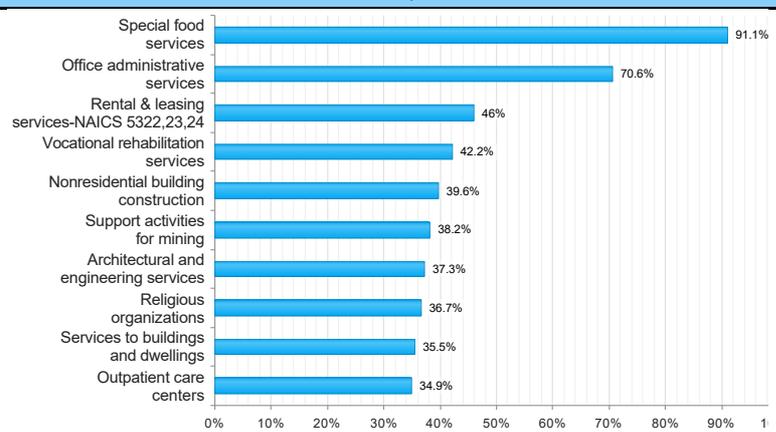
Continued Claims for the Week of the 12th

	Jul-21	Jun-21	Jul-20	Yearly Change
WDA	3,244	3,340	22,446	-19,202
Texas	134,829	137,658	954,004	-819,175

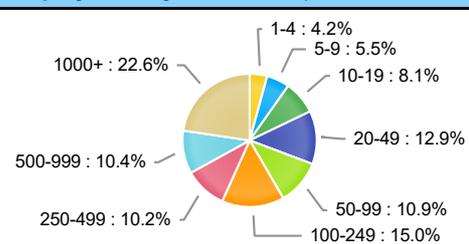
Historical Unemployment Rates



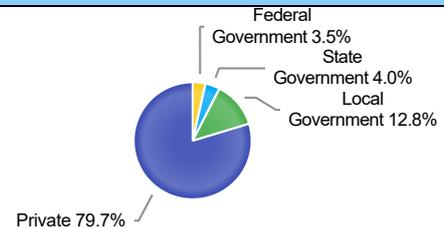
Projected Top Ten Fastest Growing Industries in WDA (% Growth 2018-2028)



Employment by Size Class (1st Quarter 2021)



Employment by Ownership (1st Quarter 2021)



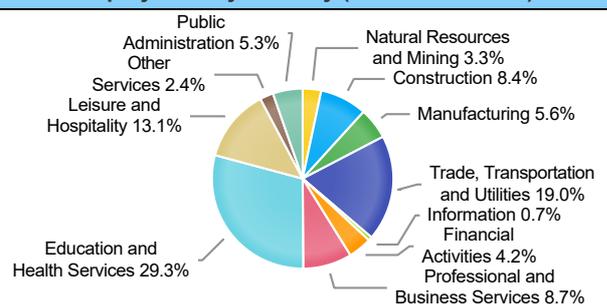
Average Weekly Wage (1st Quarter 2021)

	Q1 2021	Q4 2020	Q1 2020	Quarterly Change	Yearly Change
WDA	\$942	\$1,009	\$934	-\$67	\$8
Texas	\$1,261	\$1,294	\$1,231	-\$33	\$30
US	\$1,289	\$1,339	\$1,221	-\$50	\$68

Employment by Industry (1st Quarter 2021, Percent Change)

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Natural Resources and Mining	7,139	3.3%	-2.1%	-27.3%
Construction	18,440	8.4%	-0.8%	-13.5%
Manufacturing	12,282	5.6%	0.4%	-4.6%
Trade, Transportation and Utilities	41,600	19.0%	-1.5%	-2.7%
Information	1,630	0.7%	0.2%	-13.6%
Financial Activities	9,324	4.2%	0.0%	-4.3%
Professional and Business Services	19,131	8.7%	-1.2%	-6.2%
Education and Health Services	64,387	29.3%	-0.4%	-5.7%
Leisure and Hospitality	28,660	13.1%	0.3%	-7.2%
Other Services	5,365	2.4%	-2.0%	-8.8%
Public Administration	11,550	5.3%	-3.0%	-4.7%

Employment by Industry (1st Quarter 2021)



INFORMATION ONLY

XIII - 7. 2021-2022 Holiday Schedule

BACKGROUND

Board staff will provide the Workforce Solutions of the Coastal Bend 2021-2022 Holiday Schedule.

**Workforce Solutions of the Coastal Bend
2021-2022 Holiday Schedule**

Holiday	Date	Day of Week
Veteran's Day	11-11-2021	Thursday
Thanksgiving Day	11-25-2021	Thursday
Day after Thanksgiving Day	11-26-2021	Friday
Christmas Eve	12-24-2021	Friday
Christmas Day (will be observed on Monday, 12/27/2021)	12-25-2021	Saturday
New Year's Day (will be observed on Friday, 12/31/2021)	01-01-2022	Saturday
Martin Luther King Jr., Day	01-17-2022	Monday
President's Day	02-21-2022	Monday
Memorial Day	05-30-2022	Monday
Independence Day	07-04-2022	Monday
Labor Day	09-05-2022	Monday

Glossary of Terms

Program Title	Program Characteristics
Child Care	Helps employers retain qualified workers with families by providing subsidized child care to low-income parents, children of teen parents, and children with disabilities.
Non-Custodial Parent (NCP) Choices	Targets low-income, unemployed, or underemployed NCPs who are behind on child support payments and whose children are current or former recipients of public assistance. Involves working in tandem with the Office of the Attorney General (OAG) and the local court system to help NCPs with substantial barriers to employment and career advancement, become economically self-sufficient while also making consistent child support payments.
Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T)	Designed to assist SNAP recipients in obtaining employment through participation in allowable job search, training, education, or workforce activities that promote long-term self-sufficiency. SNAP recipients are referred by the Texas Health and Human Services Commission (HHSC).
Temporary Assistance for Needy Families (TANF)/Choices	The goal of Choices services is to end the dependence of needy parents on public assistance by promoting job preparation, employment, and job retention with a “Work First” service delivery design. TANF recipients are referred by the Texas Health and Human Services Commission (HHSC).
Trade Act Services	Provides employers with skilled workers. Moves trade-affected workers into new jobs as quickly and effectively as possible.
The Workforce Information System of Texas (TWIST)	TWIST is a centralized point of reporting intake, case management, and service delivery for customers. Intake information is submitted just once for multiple employment and training programs, and can be retrieved statewide. TWIST also allows staff to query and retrieve information from the legacy systems - Employment Services (ES), Unemployment Insurance (UI), SNAP E&T, Temporary Assistance to Needy Families (TANF), SSI (Supplemental Security Income), and the Texas Department of Criminal Justice (TDCJ).
Veterans Employment Services	Employers have quick access to the talents and expertise of veterans and eligible persons, e.g., spouses of deceased/disabled/MIA veterans, to fill job openings.
Wagner-Peyser Employment Services (ES), Agricultural Services and Migrant and Seasonal Farm Worker Services	Acts as liaison between employers and job seekers to ensure employers have access to qualified workers. Provides job matching and recruitment services to employers and job seekers.
Workforce Innovation and Opportunity Act (WIOA)	WIOA helps job seekers and workers access employment, education, training, and support services to succeed in the labor market; and matches employers with the skilled workers they need to compete in the global economy.