



Workforce Services Committee Meeting

September 8, 2022
2:00 pm

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82902335481?pwd=RmhnV0tEb1dyMnpLVEdjR0NsWEZyUT09>

Toll Free Dial-In

888 475 4499 US Toll-free

Meeting ID: 829 0233 5481

Passcode: 687933

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.



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Thursday, September 8, 2022 – 2:00 pm

AGENDA

Page

I. Call to Order: *Manny Salazar, Chair*

II. TOMA Rules: *Janet Neely*

III. Roll Call: *Janet Neely*.....3

IV. **Announcement on Disclosure of Conflicts of Interest**
 Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.

V. **Public Comments**

VI. **Discussion and Possible Action on Minutes of the May 5, 2022, Workforce Services Committee Meeting**.....4-6

VII. **Items for Discussion and Possible Action:**.....7
 1. 4.0.113.06- On-the-Job(OJT), Subsidized Employment & Customized Training: *Alba Silvas*.....8-13

(cont. page 2)

A proud partner of the American Job Center network

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech impaired customers may contact

Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (voice)

VIII. **Information Only:**

1. Services to Workers
 - a. Policy Review Schedule: *Alba Silvas*.....14-16
 - b. Program Updates: *Alba Silvas*.....17-18
2. Services to Youth
 - a. Ad Hoc Youth Topics: *Catherine “Katie” Cole*.....19
3. Services to Business
 - a. Business Solutions Report: *Alba Silvas*.....20-21
4. Local Labor Market Information
 - a. Jobs and Employment Report: *Rufino Martinez*.....22-23
5. Performance Measure Update
 - a. Board Contract Year 2022: *Alba Silvas/Allyson Riojas*.....24-27
6. Facilities Update: *Amy Villarreal*.....28

IX. **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.

Texas Open Meetings Act (TOMA). All public meetings are required to follow all parts of the Texas Open Meetings Act. Therefore, we will be holding this meeting both in-person at our administrative offices and on **ZOOM**. With this format, comes some changes to what is required of board members and the public.

- The presiding member (Chair or designee) must be in-person at the meeting location, 400 Mann St. Ste. 800, Corpus Christi, Texas.
- Board members must be visible on camera in order to count toward the quorum and in order to vote.
- The public and all presenters will need to be visible while presenting information.

This hybrid meeting format will allow us to meet TOMA rules, while still ensuring the safety of those who must attend.

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**Workforce Services Committee
Roll Call Roster
September 8, 2022
(4 = Quorum)**

_____ Manny Salazar, Chair

_____ Iain Vasey, Vice-Chair

_____ Randy Giesler

_____ Travis Nelson

_____ Susan Temple

_____ Michelle Lozano

Signed

Printed Name

MINUTES
Workforce Solutions of the Coastal Bend – Workforce Services Committee
Bayview Tower – 400 Mann Street, Suite 800 – Conference Room #1
Corpus Christi, Texas

Join Zoom Meeting

<https://us02web.zoom.us/j/81888842636?pwd=NW16WVZYUnBKMgptSEJTCmROcFVIZz09>

Toll Free Dial-In

888 475 4499 US Toll-free

Meeting ID: 818 8884 2636

Passcode: 005294

May 5, 2022 – 2:00 pm

Committee Members

Present

Manny Salazar, Chair
Iain Vasey, Vice Chair
Randy Giesler
Travis Nelson
Michelle Lozano

Absent

Susan Temple

Others Present

Ken Trevino, Workforce Solutions
Amy Villarreal, Workforce Solutions
Shileen Lee, Workforce Solutions
Janet Neely, Workforce Solutions
Alba Silvas, Workforce Solutions
Catherine Cole, Workforce Solutions
Allyson Riojas, Workforce Solutions
Norma Ochoa, Workforce Solutions
Rosina Salas, Workforce Solutions
Imelda Trevino, Workforce Solutions
Celina Leal, Workforce Solutions
Xena Mercado, Workforce Solutions
Rufino Martinez, Workforce Solutions
Christina Miller, Workforce Solutions
Artug Altug, Workforce Solutions
Samantha Smolik, Workforce Solutions
Luis Rodriguez, Workforce Solutions
Esther Velazquez, Workforce Solutions
Denise Woodson, Workforce Solutions
Vicki Stonum, Workforce Solutions
Tony Armadillo, Workforce Solutions
Ramsey Olivarez, C2GPS, LLC
Geri Escobar, C2GPS, LLC
Robert Reyna, C2GPS, LLC
Armando Martinez, C2GPS, LLC
Ricardo Munoz, C2GPS, LLC
Louis Tatum, C2GPS, LLC
Angie Garcia, C2GPS, LLC

Other Board Members Present

Gloria Perez

I. Call to Order

Mr. Salazar called the meeting to order at 2:00 pm.

II. TOMA Rules

Ms. Neely provided information on the Texas Open Meetings Act (TOMA) Rules.

III. Roll Call

The roll was called and a quorum was present.

IV. Announcement on Disclosure of Conflicts of Interest

Attention was called to the Disclosure and Declaration of Conflict of Interest and disclosures were requested by the chair at this time. None were made.

V. Public Comments

Due to the new TOMA rules we do have a laptop setup at 400 Mann Street, Suite 800 and it is listed on the zoom call as Public. The laptop is available and open to the public.

VI. Discussion and Possible Action on Minutes of the February 10, 2022 Workforce Services Committee Meeting

Mr. Vasey moved to approve the minutes of the February 10, 2022 Workforce Services Committee meeting. The motion was seconded by Ms. Lozano and passed.

VII. Items for Discussion and Possible Action

1. #4.1.104.07 – Individual Training Account (ITA) Policy
2. #4.0.103.05 – Case Management Policy
3. #4.0.115.08 – Program Non-Compliance Policy
4. 2022-2023 – Target Occupation List Revision #1

Ms. Silvas, Ms. Riojas, and Ms. Villarreal presented information on recommended updates to Board policies and the 2022-2023 – Target Occupation List Revision #1 (included on pages 7-31 of the May 5 agenda packet).

Mr. Vasey moved to recommend approval of the revised policies and 2022-2023 – Target Occupation List Revision #1 as presented. The motion was seconded by Mr. Nelson and passed.

VIII. Information Only:

1. *Services to Workers*

a. Policy Review Schedule

Ms. Silvas presented the Policy Review Schedule (included on pages 32-34 of the May 5 agenda packet).

b. Program Updates

Ms. Silvas provided program updates (included on pages 35-36 of the May 5 agenda packet).

Ms. Escobar provided an update on Operation of Career Centers (included on page 35 of the May 5 agenda packet).

Mr. Reyna provided an update on Business Solutions Unit Integration Efforts (included on page 35 of the May 5 agenda packet).

Ms. Cole provided an update on Veterans Services (included on page 36 of the May 5 agenda packet).

2. *Services to Youth*

a. Ad Hoc Youth Topics

Ms. Silvas provided information on the Ad Hoc Youth Topics (included on page 37 of the May 5 agenda packet).

Ms. Silvas invited everyone to attend the Ad Hoc Youth Committee Meeting at 3:30 pm which immediately follows after the Workforce Services Committee Meeting.

3. *Services to Business*

a. Business Solutions Report

Ms. Ochoa presented the Business Solutions Report (included on pages 38-40 of the May 5 agenda packet).

Ms. Ochoa mentioned the Digital Business Solutions Initiative also known as the IKEA HOME Grant was 100% expended with businesses receiving up to \$5,000 in tools. We processed 28 out of 47 applications. The program deadline was April 30, 2022.

Ms. Ochoa thanked Del Mar College Small Business Development Center; Rockport Fulton Chamber of Commerce; and Santos McBain Management and Planning for their partnership and they were instrumental in sharing information, which resulted in referrals and applicant interest.

Ms. Ochoa recognized Ms. Mercado, Communications Manager; Ms. Salas, Administrative Assistant; and Ms. Alvarado, Accounting Assistant II for the support they provided in processing purchases and all that goes into managing this type of program.

Ms. Ochoa shared some photos of the grant recipients.

Ms. Ochoa congratulated the entire team who worked on the City of Corpus Christi Hiring Event.

Ms. Escobar thanked everyone for the joint collaboration and the awesome team work. She mentioned we had some great successes over the last quarter and looking forward to the next quarter. They are going to continue to monitor and anticipate our employer needs out in the Community. Ms. Escobar stated they are going to adjust, pivot and develop our strategies to meet what they are looking for you.

Ms. Ochoa shared a City of Corpus Christi All City Job Fair recap video of the success of the event.

Ms. Ochoa recognized the Public Relations team for their amazing recap video.

4. *Local Labor Market Information*

a. Jobs and Employment Report

Ms. Silvas provided local labor market information for March 2022 (included on pages 41-44 of the May 5 agenda packet).

5. *Performance Measure Update*

a. Board Contract Year 2022

Ms. Silvas presented a performance measure update for the Board Contract Year 2022 (included on pages 45-52 of the May 5 agenda packet).

6. *Facilities Update*

Ms. Villarreal provided a facilities update (included on page 53 of the May 5 agenda packet).

Mr. Salazar recognized Ms. Riojas for the PowerPoints she put together and mentioned it is a great way to deliver the information to the Committee.

Mr. Salazar expressed his appreciation and thanked everyone for attending the Workforce Service Committee Meeting.

IX. Adjournment

The meeting adjourned at 3:18 pm.

ITEM FOR DISCUSSION AND POSSIBLE ACTION

VII. Board Policies

BACKGROUND INFORMATION

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

1. Policy #4.0.113.06 – OJT, Subsidized Employment and Customized Training

Revisions made to OJT and subsidized employment durations. Revisions made to clarify job seekers/individuals OJT service.

RECOMMENDATION

Board Professionals recommend the approval of board policy as amended.



WORKFORCE SOLUTIONS of the Coastal Bend

POLICY-DRAFT

CATEGORY:	Workforce Programs-General	No: 4.0.113.065
TITLE:	OJT, Subsidized Employment and Customized Training	
SUPERSEDES:	Policy #4.0.113.051 dtd May 17, 2012	
EFFECTIVE DATE:	June 26, 2020 <u>September 23, 2022</u>	
DATE APPROVED:	June 25, 2020 <u>September 22, 2022</u>	
DATE REVIEWED:	June 25, 2020 <u>September 08, 2022</u>	

I. PURPOSE:

To establish local policies and guidelines on implementing On-the-Job Training (OJT), subsidized employment and customized training services.

II. DEFINITIONS

On- the- Job Training (OJT) - training provided by an employer to a paid participant on or off the work site while engaged in productive work in a job that provides knowledge or skills essential to the full and adequate performance of the job. OJT provides reimbursement to the employer of a percent of the wage rate of the participant for the extraordinary costs of providing the training and additional supervision related to the training. OJT is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, prior work experience, and the service strategy of the participant. OJT includes training specified by the employer.

Customized Training - training designed to meet the special requirements of an employer (including a group of employers) conducted with a commitment by the employer to employ an individual on successful completion of the training; and paid for in part by the employer.

Subsidized Employment - full time or part time employment that is subsidized in full or in part. Subsidized employment may occur in either the private or public sector.

III. POLICY STATEMENT

Workforce Solutions of the Coastal Bend shall institute On-the-Job training, subsidized employment and customized training programs that will provide participants with knowledge or skills essential to obtaining and retaining employment. Opportunities shall be primarily offered to those participants who lack the related training or experience for which training is offered.

An application shall be developed to gather adequate information on employers prior to contracting for OJT, subsidized employment or customized training.

IV. PROCEDURES

Funds

OJT, subsidized employment and customized training funds must:

- be used for an allowable activity for participants under the appropriate funding stream.
- Funds must be available in the service provider's ~~line-item~~line-item budget for this purpose.
- be allocated based on the limit of the amount of funds allowed per funding stream and the maximum duration of the placement. (See program specifics).
- not be used to directly or in directly assist, promote or discourage union organizing.
- not be involved in a strike, lockout, or other labor dispute of the firm or establishment with which the contract is written.
- not be used on behalf of participants to make contributions to retirement systems or plans.
- be compensation for extraordinary costs associated with training participants and costs associated with the lower productivity of such employees.
- only be used for payments after submission of a certified invoice of training delivered to the participant, which is based on time and attendance reports.

Contracting Requirements

OJT, subsidized employment and customized training are exempt from Individual Training Account (ITA) and eligible training provider certification requirements. OJT and customized training will be administered pursuant to a contract instead of using an ITA.

A training outline shall clearly identify the specific skills and tasks to be learned or enhanced for the job, and the training hours required to master each skill and task.

The time spent in classroom training during which wages are paid by the employer will not be included in the total duration of the OJT.

Employers must expect to retain participants for continued and long-term employment once the OJT or subsidized placement has ended, unless successful completion of the placement is expected to result in unsubsidized employment with a different employer.

Participants shall be provided wages, benefits and working conditions at the same level and to the same extent as other employees with similar skills, experience, and position. Wages shall be at least federal or state minimum wage, whichever is higher.

Conditions of employment and training shall be appropriate and reasonable to protect the health and safety of participants.

The employer shall comply with all required rules and regulations.

OJT Contracts will not be utilized for individuals already in an employed status; including subsidized employment. This will allow WFSCB to maximize it's training funds for individuals who are unemployed seeking training or employment services assistance.

Application for Customized Training

The application shall be used to collect relevant information on the employer's customized training and skills needs and shall determine the number of employees to be trained, the occupations or industries to be

included, the dates of training, and the amount of funding requested. The application shall determine if the business or any part of the business is being relocated and has resulted in a loss of employment for any employee at the original location if the original location is within the United States.

The application shall provide data that can lead to determination that the training is for an occupation with a high potential for sustained demand or growth in the local workforce development area.

The application shall identify whether or not training providers are needed for customized training.

The application shall include an attestation stating that the training offered by the training provider meets the needs of the employer.

Eligible Employers

OJT, subsidized employment or customized training opportunities may be engaged with existing employers in the workforce area or new or relocating businesses.

Ineligible Employers

Funds may not be used "to encourage or induce the relocation of a business or part of a business, if such relocation would result in a loss of employment for any employee of such business at the original location and such original location is within the United States."

Employers that have received payments under previous contracts and have exhibited a pattern of failing to retain participants as long-term, regular employees with wages, employment benefits (including health benefits), and working conditions at the same level as other employees in similar positions are not eligible to receive funds.

Selecting Training Providers

In the development of customized training and curriculum, an employer may provide the customized training to its employees through in-house training resources, partner with a training provider, such as a community college or other training institution, to provide all or part of the training on behalf of the employer; or request that the Board select a training provider on the employer's behalf.

Any organization that meets the employer's criteria may provide customized training.

If an employer provides customized training through in-house resources, there is no need for procurement.

If an employer chooses to partner with a training provider to provide customized training for its employees, the employer shall provide the Board with an evaluation of the training provider's ability to provide training that meets the specific skill requirements of the employer or group of employers.

Training must be customized to meet the employer's needs. Curriculum taken directly from the training provider's catalog or regular course of study is not considered customized training and is not acceptable.

The service provider shall not select training providers for the employer but, upon request, may refer the employer to training providers who may be able to meet their needs.

Program Specifics:

Workforce Innovation and Opportunity Act (WIOA)

If WIOA Formula Funds allocations are used to pay for OJT or customized training, WIOA income eligibility requirements apply, except in the case of WIOA Dislocated Worker services.

OJT/Customized Training agreements shall not exceed the specified training hours provided through the Standardized Occupational Components for Research and Analysis of Trends in Employment System (SOCRATES) at <http://socrates.cdr.state.tx.us/>.

OJT and subsidized employment will be limited in duration to a period not in excess of that generally required for the acquisition of skills needed for the position within a particular occupation. OJT contracts and subsidized employment are limited to ~~six (6)~~four(4) months. This four(4)~~six-month~~ limit may be exceeded with prior approval of the Board Staff.

OJT/Customized Training payments paid during the period of training shall not average more than 50% of the wages paid to the participant during the training periods; and reimbursement may not occur for holiday overtime, sick, vacation, or other leave and may not exceed 8 hour/day and 40 hours/week. For WIOA, a higher than 50% wage reimbursement rates may be assessed when remaining within the parameters set forth by WIOA TEGL 19-16. Participant File, counselor's notes and OJT contract must document the factors used when deciding to increase wage reimbursement levels above 50% and up to 75%.

The threshold for employer reimbursement in a contract with the employer shall not exceed \$50,000 for customized training in a ~~twelve-month~~twelve-month period.

If statewide or local activity funds are used to pay for OJT or customized training, WIOA eligibility requirements regarding age (for WIOA Youth and Adults), selective service registration, U.S. citizenship or legal eligibility to work in the United States, and for WIOA Youth, low income or 5% income exemption and barrier, are applicable.

Trade Adjustment Act (TAA)

Training, including On-the-Job Training (OJT), Apprenticeships, and Customized Training—For reemployment in another job or career when suitable employment is not available.

At assessment, it will be determined if a rapid reemployment is not possible, Career Center staff continues with a comprehensive assessment, develops a Reemployment and Training Plan (REP), and refers the dislocated worker to training or OJT, if appropriate.

OJT and customized training opportunities may be developed with employers offering jobs in occupations that meet the 80 percent wage replacement goal offering jobs in occupations that meet the 80 percent wage replacement goal for Trade-certified participants, including opportunities for participants to supplement OJT with remedial education as necessary before and during OJT.

Choices and Non-Custodial Parent (NCP)

OJT and subsidized employment will be limited in duration to a period not in excess of that generally required for the acquisition of skills needed for the position within a particular occupation. OJT contracts are

limited to ~~six (6)~~ four(4) months. Subsidized employment contracts are limited to four (4) months. Limits may be extended with prior approval of the Board Staff.

OJT wages paid during the period of training shall not average more than 50% of the wages paid to the participant during the training periods; and reimbursement may not occur for holiday overtime, sick, vacation, or other leave and may not exceed 8 hour/day and 40 hours/week.

Subsidized employment wages are the same rules as OJT with the exception that a maximum of 100% of wages may be paid during the period of training.

Co-enrollment into WIOA shall be a consideration for all participants in OJT and subsidized employment to ensure that the participant completes the training in the event that TANF is denied prior to completion.

Customized training for Choices is considered as vocational educational training

Supplemental Nutrition Assistance Program (SNAP E&T)

SNAP E&T funds may not be used to subsidize wages and therefore, may not be used for any type of OJT or subsidized employment activity. However, SNAP recipients can participate in these activities through WIOA services, and through the use of WIOA funds. Customized training for SNAP E&T is considered as vocational training.

V. RELATED POLICY INFORMATION

Laws and regulations governing specific funding sources, as applicable, including the following:

- a. Texas Workforce Commission Workforce Investment Act (WIA) Rules: 40 TAC Chapter 841
- b. Texas Workforce Commission Choices Rules: 40 TAC Chapter 811
- c. Texas Workforce Commission Supplemental Nutrition Assistance Program Employment and Training Rules: 40 TAC Chapter 813
- d. Texas Workforce Commission Child Care Services Rules: 40 TAC Chapter 809, and in accordance with the Board approved Child Care Policies
- e. NCP Choices: A Comprehensive Guide
- f. WD Letter 06-10, issued February 2, 2010, and entitled "Trade Adjustment Assistance: Statewide Commuting Area and Reasonable Cost of Training Standard"
- g. Texas Workforce Commission –WIOA Guidelines for Adults, Dislocated and Youth, issued August 2015 and revised September 26, 2016, revised June 6, 2108 and effective July 6, 2018, revised April 2020 and effective April 3, 2020, revised August 2021; effective October 1, 2021.
- h. U.S Department of Labor Training and employment guidance Letter WIOA No.19-16, issued March 1, 2017
- i. U.S. Department of Labor Training and employment guidance Letter WIOA No. 21-16, issued March 2, 2017
- j. Texas Workforce Commission- Trade Adjustment Assistance Guide, issued .May 2020. (OJT and Customized Training Language Section C-408 and C-409).
- k. Training and Employment Guidance Letter(TEGL) 1-17, Operational Guide for National Dislocated Worker Grant, and Changes and updates: TEGL 02-15, Operational Guidance for National Dislocated Worker Grants pursuant to WIOA. Issued August 1, 2017.
- l. Workforce Development Division- Technical Assistance Bulletin 293, dated January 14, 2020
- m. Choices Guide, dated February 2020.

VI. RESPONSIBILITIES

The Career Center Service Provider Management shall ensure that all staff and the Workforce Solutions Career Center service providers are informed of and comply with this policy.

The Workforce Solutions Career Center service providers shall ensure that appropriate procedures are implemented and that staff receives training regarding the requirements of this policy and rules outlined in the Related Policy Information Section.

VII. FORMS AND INSTRUCTIONS

N/A

VIII. DISTRIBUTION

Board of Directors

Board Staff

Service Provider Staff

IX. SIGNATURES

Reviewed by EO Officer

Date

President/CEO

Date

INFORMATION ONLY

VIII – 1a. Services to Workers – Policy Review Schedule

BACKGROUND INFORMATION

Board Staff will be presenting Policy Review Schedule; **Attached.**

Workforce Services Committee 09.08.22- 1 Policy for review/update.

Year-to-Date: 4

Policy Review Schedule-2022

<u>Category</u>	<u>Policy Number</u>	<u>Policy Title</u>
Board Administration		
	1.0.100.01	Responsibilities of the Local Workforce System
	1.0.101.01	Standards of Conduct and Conflict of Interest
	1.0.102.01	Policy Development
	1.0.103.02	Open Meetings Policy
	1.0.104.02	Public Information Policy
	1.0.105.01	Reporting Conflict of Interest, Fraud and Abuse
	1.0.106.02	New Board Member Orientation and Training
	1.0.107.03	Communication Process
	1.0.108.00	Restrictions on Lobbying Activities and Expenditures
	1.0.109.00	Businesses Employing Undocumented Workers
	1.0.110.03	Equal Employment Opportunity
	1.0.111.00	Fraud, Waste, theft, and Program Abuse
	1.0.112.02	Discrimination Complaint Procedure
	1.0.113.00	Approval Process for Contracts, Contract Renewals, and Contract Amendments
	1.0.114.02	Storage and Use of Disability-Related and Medical Information
	1.0.115.01	Anonymous Complaints and Communications
	1.0.116.01	Approval Process for Micro-Purchases
	1.0.117.00	Firearms and Weapons Restrictions of WFSCB Premises
Workforce Programs		
	4.0.100.06	Incentives/Stipends
	4.0.101.13	Support Services
	4.0.102.02	Basic Skills Deficiencies
05.05.22	4.0.103.05	Case Management
	4.0.104.02	Workforce Professional Development and Continuous Improvement
	4.0.106.02	Reasonable Distance
	4.0.107.03 (Annual)	Determination of Self-Sufficiency
	4.0.109.02	Credentials
	4.0.110.02	Integrated Complaints, Hearings, and Appeals
	4.0.111.05	Customer File Documentation
09.08.22	4.0.113.06	OJT, Subsidized Employment, and Customized Training
05.05.22	4.0.115.08	Program Non-Compliance
	4.0.117.03	Priority of Service and Data Collection
	4.0.118.02	Accessibility
	4.0.120.04	Limited English Proficiency (LEP)
	4.0.121.03	Reasonable Accommodations
	4.0.122.02	Outreach
	4.0.123.00	Common Exit

Policy Review Schedule-2022

<u>Category</u>	<u>Policy Number</u>	<u>Policy Title</u>
<u>WIOA</u>		
	4.0.124.00	Documentation and Verification of Work Activities: Choices/SNAP E&T
	4.1.101.02	Follow-Up Services for WIOA Adults & Dislocated Workers
	4.1.103.01	Youth Eligibility Criteria
05.05.22	4.1.104.07	Individual Training Accounts (ITAs)
	4.1.105.01	Apprenticeship Programs
	4.1.106.00	National Dislocated Worker Grants
<u>Choices</u>		
	4.2.100.02	Service Strategies
<u>Child Care</u>		
	4.3.100.06	Child Care Eligibility
	4.3.102.04	Assessing and Collecting Parent Share of Cost
	4.3.103.00	Attendance Requirements for Child Care Services
	4.3.104.00	Reapplication for Child Care Provider Agreement
	4.3.105.01	Child Care Related Funds Recovery
	4.3.106.01	Termination of Child Care
	4.3.107.00	Children of Military Parents on Deployment
	4.3.108.03	Child Care Provider Reimbursement Rate
	4.3.109.01	Eligible Child Care Providers
	4.3.111.00	American Recovery and Reinvestment Act (ARRA)
<u>Unemployment Insurance</u>		
	4.5.100.08 (Annual)	Work Search Requirement
<u>Quality Assurance & Monitoring</u>		
	5.0.100.02	Oversight and Monitoring
	5.0.101.03	Data Integrity
	5.0.102.03	Equal Opportunity - Accessibility Monitoring
<u>Property & Facilities</u>		
	6.0.100.00	Smoking in Workforce Solutions of the Coastal Bend Facilities
	6.0.101.01	Emergency Management & Business Recovery/Continuity of Operations Plan
	6.0.102.01	Accessibility for Persons with Disabilities
<u>Information Technology & Data Management</u>		
	7.0.100.03	Use of Electronic Media and Services
	7.0.101.02	Computer and Personally Identifiable Information Systems Access and Security
<u>Public Relations</u>		
	8.0.100.02	Strategic Marketing Standards and Guidelines

INFORMATION ONLY

VIII – 1b. Services to Workers – Program Updates & Veterans Services

BACKGROUND INFORMATION

Board professionals will provide updates on programs/grants, operation of career centers, and Veterans Services.

1. Updates as of June 30, 2022.

PROGRAM/GRANT	UPDATES	FUNDING
1. CHOICES. 2. WIOA- Adult, Dislocated, Youth 3. SNAP Employment & Training 4. Non-Custodial Parent (NCP) 5. Re-Employment Services (RESEA)	All are active. Full Outreach and Enrollment. Caseload numbers provided in performance update section.	Working on last quarter of Program Year for expenditures. Statement of Work, Performance and Profit Schedule activities started in July.
OPPORTUNITIES/ NEW FUNDING		
1. Texas Internship Initiative 2. Texas Apprenticeship Expansion 3. Educator Externship (EDEX) 4. WCI-Red, White & You! Veteran Job Fair. 5. WCI- You Choose Career Expo! 6. SEAL- Summer Earn & Learn 7. PATHS – Walmart.org Foundation	Outreach for participants and employer is on-going. Staff will provide brief update on the confirmed numbers. <u>Completed Projects:</u> SEAL & EDEX!	1. \$100K, to serve 40. YTD 22Served. 2. \$100K to serve 50. YTD 8Served. 3. \$200K to serve 80. YTD 74Served 4. \$12K 5. \$35K expecting 2500-2700 students 6. Pay for each deliverable. – YTD Placed 71. 73 Employers engaged.

2. Operation of Career Centers: Update to be provided by C2GPS Management regarding:
- Career Center Operations and Staffing: April 2022 began process for SEAL and EDEX Engaging of Employers, Students and Educators. C2 Management participated in Job Connections Center at Goodwill Industries in Rockport Tx. No Staffing Changes for this reporting period.
 - Services to Workforce Career Center Customers, Job Seekers. Work-in-Texas Services Report (April-June 2022)
 Unique Customers Served: **5,860**. Total Services Provided: **32,267**, New User Registrations: **1,473**.
 - UI Claimants Assistance. TWC Reporting (April-June 2022)
418 Unemployment Claimants received services, profiled. **380** UI Claim assistance. **1,871** claimants assisted in-person or virtually with job search and workforce services.
 - VOS Greeter: **9,843** Unique Customers entered into our Customer Tracking System & provided **10,503** services.

3. Veterans Services:

- WFSCB Veteran Contact Jotform referrals Q3: 17 referrals. Previous Q2 16 Referrals.
- Texas Veteran Network (TVN)- Mr. Arthur Fanning has been hired as the Program Coordinator for the Coastal Bend.
- Military Family Support Program (MFSP): Success Story Ms. Melanie Lopez. Her journey with WFSCB, securing of employment then placement via our National Dislocated Worker Grant at Goodwill of South Texas. Successful completion of placement and has moved on to Florida. Learned Skills! We stand ready for a warm hand-off to Florida.
- Military Family Employment Advocate (MFEA) attends monthly Transition Assistance Program (TAP) meetings to promote veteran services to transitioning veterans and to encourage their military spouses to enroll into the MSFP before the veteran leave active-duty status.
- Veterans Resource Fair: June 4th. WFSCB MFEA, Texas Veteran Commission and Texas Veteran Leadership Program participated in a Veterans Resource Fair hosted by the Corpus Christi Mayor's Committee at Del Mar College. Together, over 250 Veterans and their families learned about the Veteran Services offered at each organization.

INFORMATION ONLY

VIII – 2a. Services to YOUTH – Youth Opportunities Unlimited (YOU) Program & Activities

BACKGROUND INFORMATION

Board professionals will extend invitation to committee members to attend Youth Ad hoc meeting. The meeting will provide information on all the Youth activity taking place throughout our 11- County Region. The list below is representation of agenda.

1. WIOA YOUTH Program. Goals, enrollments, expenditures.
2. Foster Youth Services. Collaboration with partners.
3. Texas Internship Initiative Grant (TII). Current Grant.
4. YOU CHOOSE Career Expo 2022! September 21, 2022.
5. YOU Navigate! Student HireAbility Navigator Update.
6. Education Outreach Program.
7. South Texas Career Connection (STCC). The collaboration continues.

The Youth Ad Hoc Meeting will highlight another great participant success story!

INFORMATION ONLY

VIII – 3a. Services to Business – Business Solutions Report

BACKGROUND INFORMATION

Updates as of June 30,2022 for Q3(April, May, June).

Key Efforts and Plan of Work

- Developed detailed TWC Award documentation for five (5) businesses in sectors of Business and Professional Skills and Trades
- Developed working relationship with Kiewit on the recruitment and placement of apprentice into registered apprentice program
- Continued relationship building and strengthening of employer relations with responsive solutions to fill hiring needs.

Employer Accounts and Job Postings

- 63 New Employer Accounts created in Work in Texas
- 650 New Job Postings
- 1,334 total openings created in Work in Texas by Staff

Summary of Q3 Job Fairs/Hiring Event Activity Report

Total In-Person Hiring Events	16
Total Virtual Hiring Events	2
Total Job Postings Offered at Hiring Events	250
Job Openings Offered at Hiring Events	10,643
Job Seekers Attending	1,035
Employers Attending Hiring Events	69
Number of Hires Reported from Hiring Events	96
Hiring Event Messaging	115,623

Employer and Community Networking Engagements:

- Corpus Christi Regional Economic Development Corporation Activity
 - Attended Monthly Breakfast April
 - Attended virtually May CCREDC Monthly Breakfast
 - Attended in person June CCREDC Monthly Breakfast
- United Chamber of Commerce Collaboration Meeting
- Mayor's Education and Workforce Stakeholder Meeting
- Up Skill Coastal Bend Employer Forum

Continuing and Future Efforts:

- Employer Insight Training – Public Service Corpus Christi Army Depot June 2022 (Staples Center)
- Health Care Job Fair Staples July 20, 2022
- ARC Marine hiring event Staples July 21, 2022
- Kleberg County Sheriff's Department Hiring Event July 22, 2022
- All Law Enforcement Job Fair DMC Windward Campus FEMA Dome July 25, 2022
- Apprenticeship Texas Expansion Grant – continue development and placement of Apprentices
Kiewit Offshore Service
- Attending TWC 6th Annual Apprenticeship Conference September 22 – 23, 2022
- YOU! Choose Career Expo. September 22 – 23, 2022 Employer Recruitment

INFORMATION ONLY

VIII – 4a. Jobs and Employment Report

BACKGROUND INFORMATION

Jobs and Employment Report

The Corpus Christi Metropolitan Statistical Area (MSA) unemployment rate increased to 5.8% according to the June 2022 Jobs Report. The unemployment rate for the Coastal Bend region rose from 5.2% to 5.9% over the month.

Due to the cyclical pattern of Education occupations in the Coastal Bend region, all 11 counties experienced increases in their unemployment rates over the month. However, over the year all 11 Coastal Bend counties decreased from June 2021. Jim Wells and Duval County both posted the largest yearly decreases in their unemployment rate dropping 3.9% from June 2021.

The Leisure and Hospitality Super Sector added 800 jobs in the Corpus Christi MSA while the Professional and Business Services Super Sector added 400 jobs over the month.

With seasonal work in full swing, the Retail Trade and Accommodation and Food Services industries continue to offer numerous job opportunities for job seekers. Occupations such as Salespersons, and Restaurant Workers/Supervisors remain in high demand in the Coastal Bend region. With over 10,000 jobs currently available on WorkinTexas.com across all industry sectors, employers are offering multiple career options for job seekers looking for full-time or seasonal employment.

BACKGROUND

Local Labor Market information for June 2022 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 June 2022						Previous Monthly Data May 2022				Year Ago June 2021			
		Labor Force	Employment	Unemployment	Rate	M+-	Y+-	Labor Force	Employment	Unemployment	Rate	Labor Force	Employment	Unemployment	Rate
United States	Nation	164,023,000	158,111,000	5,912,000	3.6	0	-2.3	164,376,000	158,426,000	5,950,000	3.6	161,114,000	151,612,000	9,502,000	5.9
Texas	State	14,555,733	13,957,777	597,956	4.1	-0.1	-1.8	14,515,783	13,907,819	607,964	4.2	14,243,426	13,405,578	837,848	5.9
Corpus Christi	MSA	203,896	192,102	11,794	5.8	0.7	-1.6	202,884	191,387	10,367	5.1	203,308	187,291	15,017	7.4
Coastal Bend	WDA	257,016	241,764	15,252	5.9	0.7	-2.4	256,329	242,934	13,395	5.2	257,647	236,315	21,332	8.3
Aransas	County	9,321	8,781	540	5.8	0.6	-2.2	9,264	8,784	480	5.2	9,280	8,540	740	8.0
Bee	County	8,810	8,143	667	7.6	1.0	-1.8	8,875	8,290	585	6.6	9,330	8,456	874	9.4
Brooks	County	2,501	2,318	183	7.3	1.2	-2.8	2,469	2,319	150	6.1	2,533	2,278	255	10.1
Duval	County	5,464	5,161	303	5.5	0.4	-3.9	5,480	5,201	279	5.1	5,388	4,884	504	9.4
Jim Wells	County	15,431	14,295	1,136	7.4	0.9	-3.9	15,358	14,366	992	6.5	15,764	13,976	1,788	11.3
Kenedy	County	189	179	10	5.3	1.0	-1.3	187	179	8	4.3	183	171	12	6.6
Kleberg	County	12,916	12,179	737	5.7	0.9	-2.5	13,578	12,930	648	4.8	13,016	11,954	1,062	8.2
Live Oak	County	4,755	4,505	250	5.3	0.8	-2.2	4,778	4,563	215	4.5	4,921	4,552	369	7.5
Nueces	County	164,982	155,883	9,099	5.5	0.6	-2.2	163,914	155,926	7,988	4.9	164,609	151,958	12,651	7.7
Refugio	County	3,054	2,882	172	5.6	0.6	-1.4	3,035	2,884	151	5.0	3,027	2,815	212	7.0
San Patricio	County	29,593	27,438	2,155	7.3	0.8	-2.4	29,391	27,492	1,899	6.5	29,596	26,731	2,865	9.7

(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%	Bachelor's 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		

A proud partner of the  American Job Center network

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Deaf, hard-of-hearing or speech impaired customers may contact **Relay Texas: 1-800-735-2989 (TDD) and 1-800-735-2988 or 7-1-1 (Voice)**

INFORMATION ONLY

VII – 5.a. Performance Measure Update BCY 2021 – 2022

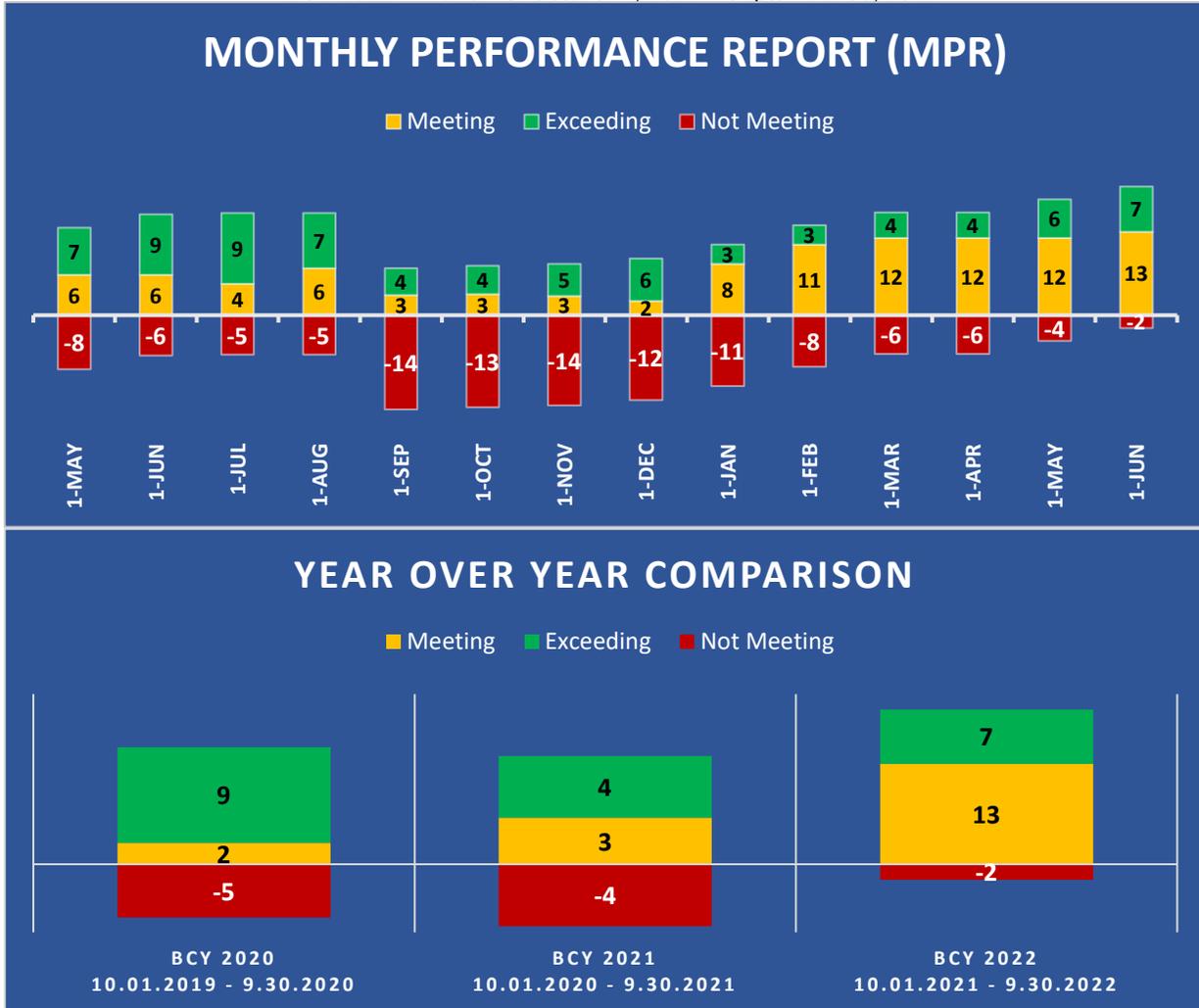
BACKGROUND INFORMATION

Performance Measure Update (June 2022 Final Release)

Performance Synopsis

Board Contract Year: 2022

BCY 2022 Timeframe: October 1, 2021 – September 30, 2022



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 (Exceeding) – Meeting performance – Greater than 105%	+P (Exceeding) – 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%	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 2022

Performance Measure	Current		Current Performance	YTD Current % Target	EOY % Goal
	Numerator	Denominator			
1. *Credential Rate – C&T Participants	76	131	58.02%	82.77%	70.10%
2. Choices Full Engagement Rate – All Family Total	21	58	37.73%	75.46%	50.00%

Board Actions: Performance Improvement

May 1, 2022 – Present C2GPS continues to improve each performance measure including the Choices Full Engagement Measure with a positive trend month over month from December to June based on TWC Web Reports and TWC MRP reports.

The Board team continues to meet with C2GPS (C2) Management on a bi-weekly basis through the Performance Improvement Action process to discuss any questions and/or to provide Technical Assistance with updates.

As of August 1, 2022, the Board team has held eighteen (18) PIP Meetings with C2 Leadership. The agenda topics are focused on performance improvement, attainment, and sustainability, data integrity, new hire training in TWIST and WIT Systems. At August PIP Meeting, C2 was notified verbally that performance would need to be sustained for three months of June, July and August. It is projected that TWC will release performance reports for August sometime in early October; at that time, an assessment will be made by Board team members to complete the PIP. In that this PIP was driven by performance the Board team members continue to watch caseloads, service delivery and quality assurance reviews.

C2GPS (C2) Actions: Performance Improvement

Bi-weekly calls with program team members continue with in depth discussion to performance outcomes.

Team members caseload report reviews are conducted weekly and individual cases are discussed.

Internal exit case process management is able to validate all data entry is being entered accurately and timely, prior to exit. It also allows for assessment of trend patterns that will impact future measures.

Team is reviewing BCY23 performance reports to assure all data is entered to show positive outcomes.

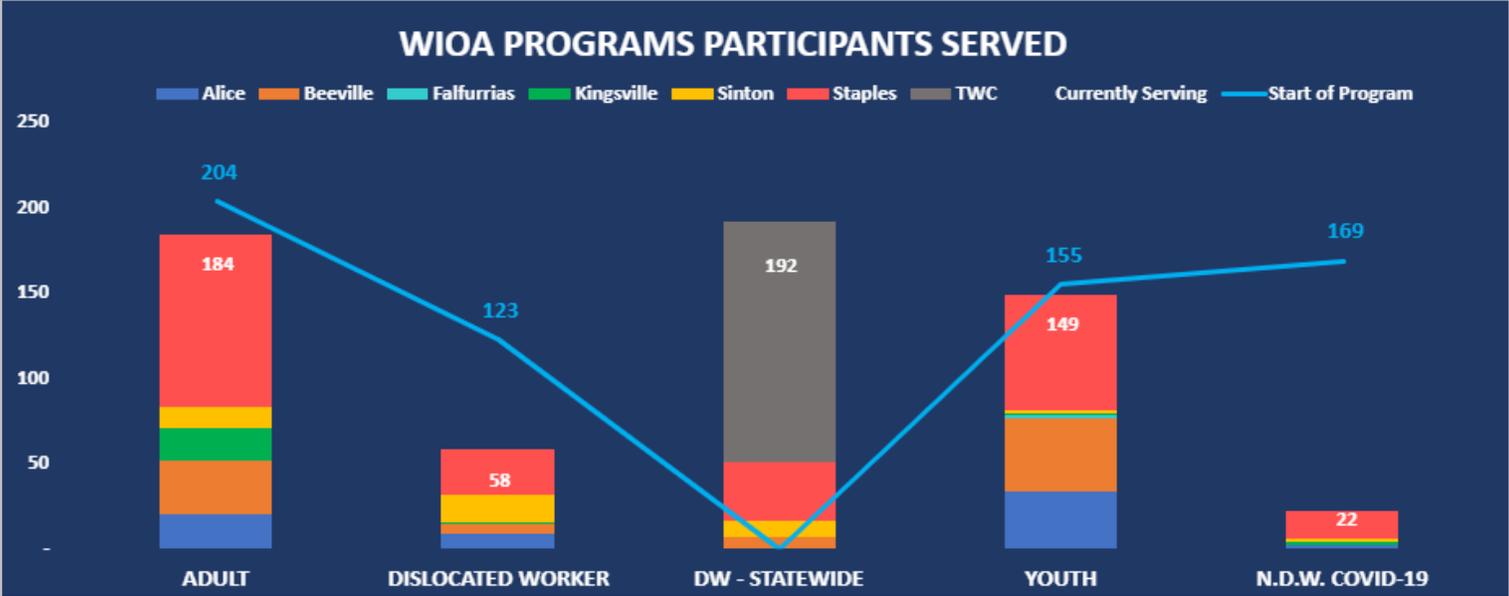
CHOICES performance continues to trend-up month over month. Team continues working with CHOICES customers as they are placed in work activities that will count positive towards performance. October 2021 monthly performance at 16.67%; July 2022 monthly performance at 73.91%.

INFORMATION ONLY

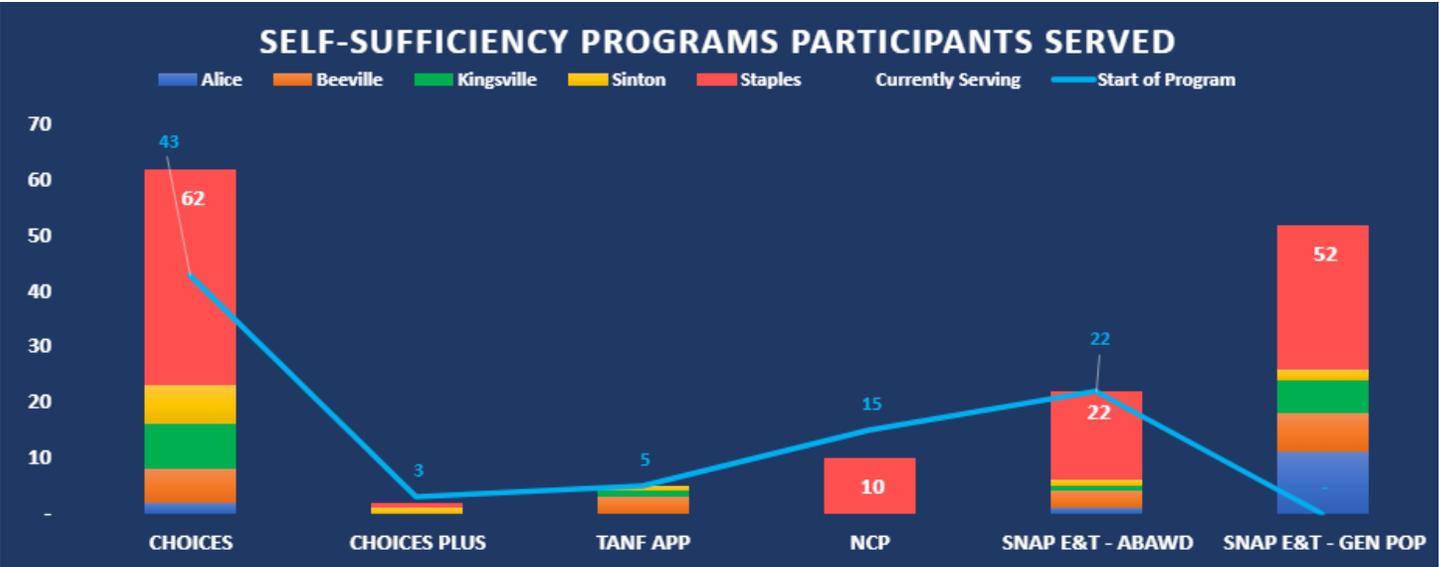
VIII – 5a. Performance Measure Update BCY 2021 – 2022 – Continued

BACKGROUND INFORMATION

Caseload Report Update – 758 Participants Currently Being Served

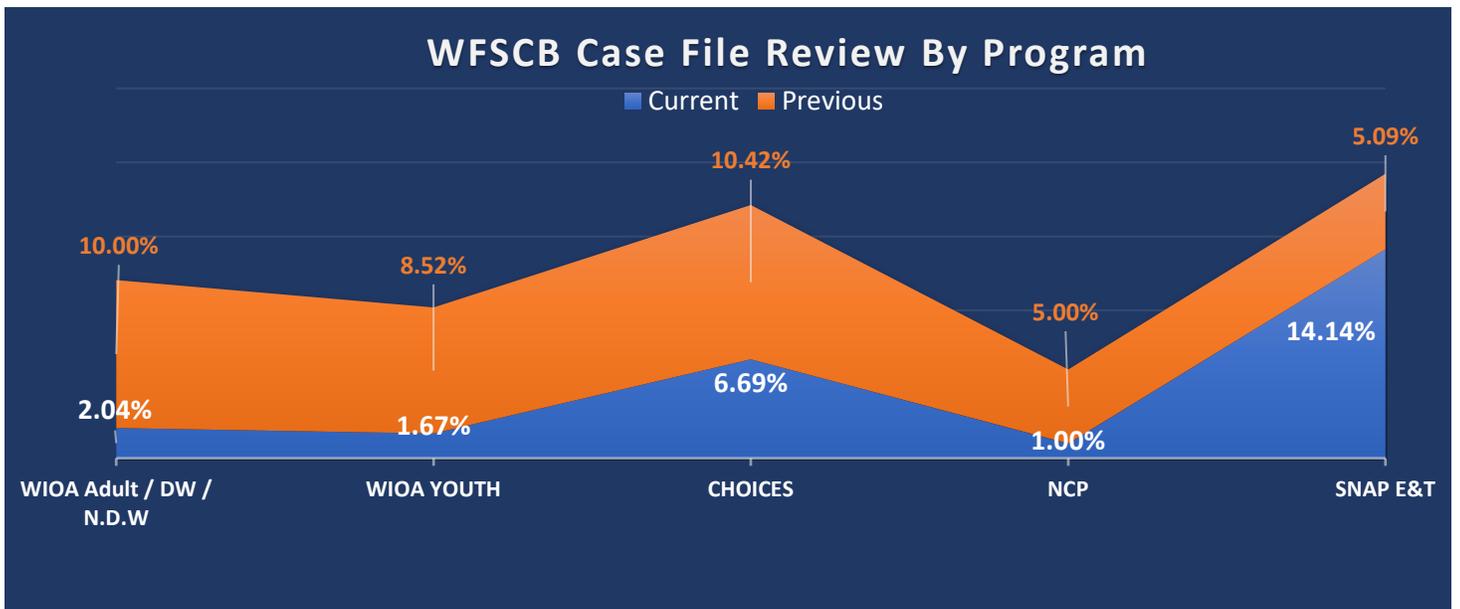
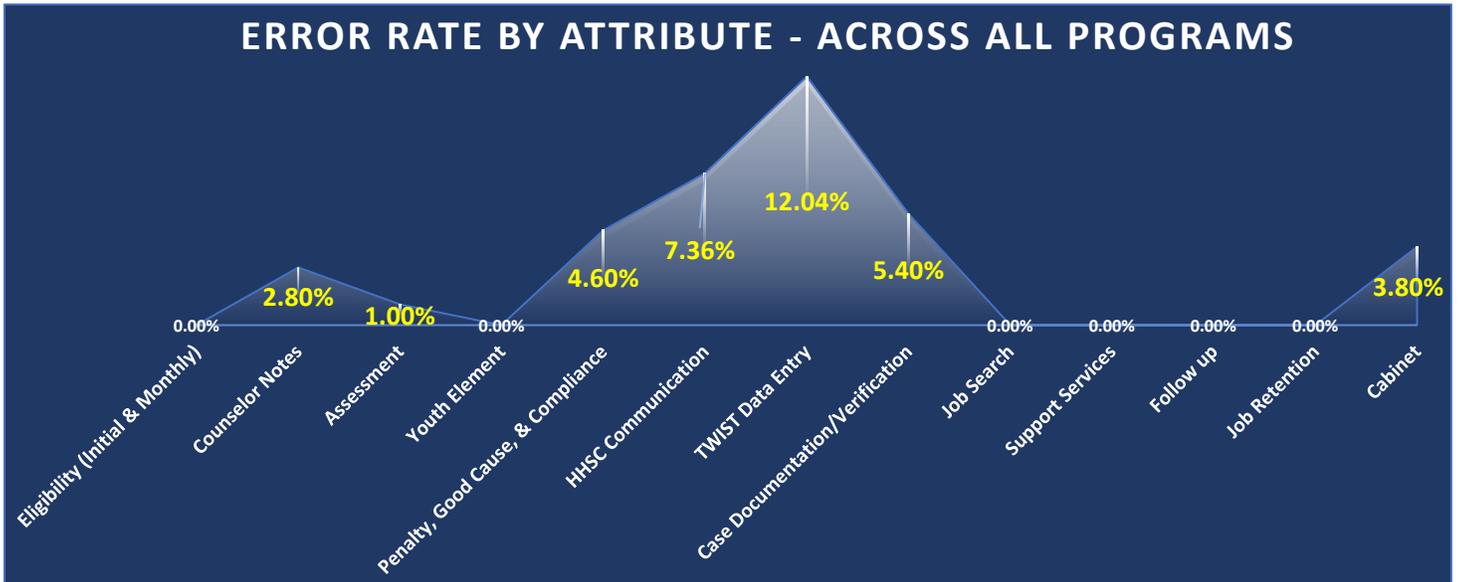


Total WIOA Participants: **605**



Total Self-Sufficiency Participants: **153**

Quality Assurance Update



INFORMATION ONLY

VIII – 6. Facilities Updates

BACKGROUND INFORMATION

Board Professionals will provide update on:

- Facilities: Progress of New Career Center in Corpus Christi.

WFSCB Glossary of Terms

Program Title	Acronym	Program Description
Able-bodied Adult Without Dependents	ABAWD	An individual 18 yrs.+, but under the age of 50, without dependents. SNAP-ABAWD recipients are referred by the Texas Health and Human Services Commission (HHSC).
Board Contract Year	BCY	Board Contract Year (runs from Oct. 1 - Sept. 30)
Career & Education Outreach Program	CEOP	Provides career information to students at public middle and high schools, grades six through twelve, to direct students towards high-growth/high-demand occupations. Students receive in-depth information and directions on career choices as well as access to workforce resources.
Dislocated Worker	DW	An individual who has been terminated or laid off from employment is not eligible for unemployment benefits due to insufficient earnings and is unlikely to return to a previous industry or occupation.
Department of Labor	DOL	United States Department of Labor
Educator Externship	EDEX	Informs teachers of the skill sets needed for in-demand jobs, and allows the teachers to inform and guide students toward employment in industries that match their skill sets.
Employment Services (Wagner-Peyser)	ES	Services for employers and job seekers to ensure employers have access to qualified workers. Provides job matching and recruitment services to employers and job seekers.
Eligible Training Provider	ETP	Training providers certified by the Texas Workforce Commission to provide WIOA-funded training programs.
Eligible Training Program List	ETPL	A comprehensive list of training programs approved for WIOA-funded training using Individual Training Accounts.
Fiscal Year	FY	The fiscal year is the accounting period of the federal government. It begins on October 1 and ends on September 30 of the next calendar year.
Individual Training Accounts	ITA	An account established for eligible WIOA customers for training in an array of state-approved training programs. ITAs may be used only for programs included on the statewide ETPL.
Local Workforce Development Board	LWDB	Local workforce development board established in accordance with WIA Section 117, for the purpose of policy planning for a local area and has the responsibility to ensure that the workforce needs of employers and job seekers in the geographic area governed by the local unit of government are met.
Monthly Performance Report	MPR	Performance accountability indicators used to assess the effectiveness of states and local workforce systems to achieve positive outcomes for individuals served by the six core workforce programs.
Migrant and Seasonal Farmworker Program	MSFW	A nationally directed program created by Congress in response to the chronic seasonal unemployment and underemployment experienced by migrant and seasonal farmworkers (MSFW). Provides funding to help migrant and seasonal farmworkers and their families achieve economic self-sufficiency.
National Dislocated Worker	NDW	A grant awarded to areas affected by major disaster or national catastrophe to assist in disaster relief employment and assist the substantial number of workers who were forced to relocate from an area in which a disaster has been declared.
On-the-Job Training	OJT	One-on-one training located at the job site for participants who already have some job-related skills. By participating in training as an employee, the participant acquires new skills and knowledge and receives the same wages and benefits as current employees in the same or similar position.
Program Year	PY	Program Year (for example, Program Year 2022: PY'22; –period varies for state and federal years)
Reemployment Services and Eligibility Assessment	RESEA	A federal grant program designed to allow states to provide intensive reemployment assistance to individuals who are receiving unemployment benefits and are determined likely to exhaust their benefits before becoming reemployed.

WFSCB Glossary of Terms

Program Title	Acronym	Program Description
Rapid Response	RR	Provides immediate on-site assistance to workers who have job losses due to businesses closure or worker reduction. Designed to transition workers to their next employment as soon as possible.
Summer Earn and Learn	SEAL	A summer program that offers basic work-based learning and training services for students with disabilities such as, pre-employment work readiness training and preparation for the work experience placement; work experience to help gain familiarity with the workplace environment and develop transferable job skills; and paid compensation for time worked on the job.
Student HireAbility Navigator	SHAN	Student HireAbility Navigator’s role is to expand and improve access to employment and training services and to increase employment opportunities for students with disabilities by creating strong partnerships between vocational rehabilitation (VR) Workforce Solutions offices, independent school districts (ISDs), community organizations, employers.
Supplemental Nutrition Assistance Program Employment & 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).
Trade Adjustment Assistance	TAA	A federally funded program, with no costs to employers, who helps workers who are adversely affected by foreign import or job shifts to a foreign country.
Texas Internship Initiative	TII	Provides part-time paid internships in Middle-Skill areas of accounting, business, construction management, engineering, healthcare, and information technology. Participating senior high school students must pass a dual-credit course to be placed in an internship with a local business. This grant is in partnership with Education to Employment (E2E) for the Coastal Bend.
Texas Industry Partnership Program	TIP	Supports collaborations between local workforce development boards and industry partners through the leveraging of matching contributions of cash or qualifying expenditures for occupational job training. Match funds must support certain WIOA (Workforce Innovation and Opportunity Act) activities and focus on eight designated industry clusters.
Texas Veterans Commission	TVC	A state agency that assists veterans, their families, and survivors through services provided by federal, state, local government, and private organizations.
Texas Veterans Leadership Program	TVLP	A non-profit agency that provides services to veterans to help find employment and achieve successful transitions back into civilian life.
The Workforce Information System of Texas	TWIST	TWIST is a centralized point of reporting intake and case management 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, Unemployment Insurance, SNAP E&T, TANF, Supplemental Security Income, and the Texas Department of Criminal Justice.
Vocational Rehabilitation Services	VRS	A federal program that helps individuals with physical or mental disabilities get and/or keep a job.
Work Experience	WE	A work-based learning opportunity in which program-eligible customers learn both essential and technical skills for long-term employment. Businesses are referred to as “work experience sites.” Intended to be short-term (12 or fewer weeks) and part-time work experience can be a volunteer, internship, or temporary short-term paid-work setting.
Workforce Innovation and Opportunity Act	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.
Work In Texas	WIT	A comprehensive online job search resource and matching system developed and maintained by TWC. It provides recruiting assistance to Texas employers and job search assistance to any individual seeking work in Texas.
Workforce Opportunity Tax Credit	WOTC	A federal tax credit that the government provides to private-sector businesses for hiring individuals from nine target groups that have historically faced significant barriers to employment.