



# Chief Elected Officials (CEO) Council Meeting

**October 6, 2022  
12:15 pm**

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

**Join Zoom Meeting**

<https://us02web.zoom.us/j/88392902545?pwd=bGRReE9SL245cVNSKzI3TFNPUkx2dz09>

**Toll Free Dial-In**

888 475 4499 US Toll-free

**Meeting ID: 883 9290 2545**

**Passcode: 815306**

Aransas • Bee • Brooks • City of Corpus Christi • Duval • Jim Wells •  
Kenedy • Kleberg • Live Oak • Nueces • Refugio • San Patricio

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

## Strategic Goals

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

## Mission Statement

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

## Value Statement

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

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

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

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

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

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

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

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

## Disclosure and Declaration of a Conflict of Interest

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

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

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

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

## Code of Ethics

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

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



---

**Chief Elected Officials (CEO) Council Meeting**  
Bayview Tower – 400 Mann Street, Suite 800 - Conference Room #1  
Corpus Christi, Texas

Join Zoom Meeting  
<https://us02web.zoom.us/j/88392902545?pwd=bGRRReE9SL245cVNSKzI3TFNPUkx2dz09>

Toll-Free Call In  
888 475 4499 US Toll-free

Meeting ID: 883 9290 2545  
Passcode: 815306

**Thursday, October 6, 2022 – 12:15 pm**

**AGENDA**

---

- I. Call to Order: *Judge Jim Huff, Lead CEO*
- II. TOMA Rules: *Janet Neely*
- III. Roll Call: *Janet Neely*.....4
- 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. **CEO Comments**
- VII. **Discussion and Possible Action on Minutes of the May 29, 2020 CEO Council Meeting**.....5-13
- VIII. **Chair’s Report: Gloria Perez**
  - 1. Update on Board Member Appointments and Vacancies.....14
  - 2. Board of Director and Committee Attendance Records..... 15-16

(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)

IX. **President/CEO's Report:** *Ken Trevino*

- Business Development, Public Relations and Organizational Update

X. **Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials**

**Panel:**

1. Purchases over \$50k for New Facility Buildout: *Shileen Lee*.....17-18
  - a. IT Cabling
  - b. Burglar Alarm, Security Cameras, Access Control
  - c. Furniture  
*(Reviewed and Approved for recommendation by Board of Directors on May 19, 2022)*
2. \$854,605 Contract (Master) with Marshall Company, Ltd. for General Contractor Services – Mission Plaza Phase I: *Esther Velazquez*.....19  
*(Reviewed and Approved for recommendation by Board of Directors on May 19, 2022)*
3. \$100,000 Contract (Master) with Vertical Computers for IT Professional Services: *Esther Velazquez*..20  
*(Reviewed and Approved for recommendation by Board of Directors on May 19, 2022)*
4. Renewal of Contracts for Fiscal Year 2022-23: *Esther Velazquez*.....21-22  
*(Reviewed and Approved for recommendation by Board of Directors on May 19, 2022)*
5. Purchases over \$50k for Phase II Mission Facility: *Shileen Lee*.....23-24
  - a. IT Cabling
  - b. Burglar Alarm, Security Cameras, Access Control, Conference Room
  - c. Furniture  
*(Reviewed and Approved for recommendation by Board of Directors on September 29, 2022)*
6. New Contracts and Leases: *Esther Velazquez*.....25  
*(Reviewed and Approved for recommendation by Board of Directors on September 29, 2022)*
7. Options for Renewal of Contracts for Fiscal Year 2022-23: *Esther Velazquez*.....26  
*(Reviewed and Approved for recommendation by Board of Directors on September 29, 2022)*

XI. **Information Only:**

1. Audit & Monitoring Report: *Ken Trevino*.....27-33
2. Financial Report as of 07/31/2021: *Shileen Lee*.....34-37
3. Facilities Update: *Shileen Lee*.....38
4. Update on Procurements and Contracts: *Esther Velazquez*.....39-50
5. Performance Measure Update: *Alba Silvas*.....51-54
6. Local Labor Market Information: *Ken Trevino*.....55-58

XII. **Adjournment**

(cont. page 3)

A proud partner of the  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)

**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 Street, Suite 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.

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)

**Chief Elected Officials Council Meeting  
Roll Call Roster  
October 6, 2022  
(7 = Quorum)**

**Chief Elected Officials “CEO” Council**

- \_\_\_\_\_ Judge Jim Huff, Lead CEO; Live Oak County
- \_\_\_\_\_ Judge Eric Ramos; Brooks County
- \_\_\_\_\_ Judge Robert Blaschke; Refugio County
- \_\_\_\_\_ Judge Edmundo B. Garcia, Jr.; Duval County
- \_\_\_\_\_ Judge Rudy Madrid; Kleberg County
- \_\_\_\_\_ Mayor Paulette Guajardo; City of Corpus Christi
- \_\_\_\_\_ Judge C.H. “Burt” Mills, Jr.; Aransas County
- \_\_\_\_\_ Judge George Morrill; Bee County
- \_\_\_\_\_ Judge Barbara Canales; Nueces County
- \_\_\_\_\_ Judge David Krebs; San Patricio County
- \_\_\_\_\_ Judge Juan Rodriguez, Jr.; Jim Wells County
- \_\_\_\_\_ Judge Charles Burns; Kenedy County

\_\_\_\_\_  
Signed

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

**MINUTES**  
**Workforce Solutions of the Coastal Bend  
Chief Elected Officials (CEO) Council Meeting**

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/82117139299>

**833 548 0276 US Toll-free**

**Meeting ID: 821 1713 9299**

**May 29, 2020 - 12:00 Noon**

**CEO Council Members**

**Present**

Judge Jim Huff, Lead CEO; Live Oak County  
Judge Eric Ramos; Brooks County  
Judge Robert Blaschke; Refugio County  
Mayor Joe McComb; City of Corpus Christi  
Judge C. H. "Burt" Mills, Jr.; Aransas County  
Judge George Morrill; Bee County  
Judge Barbara Canales; Nueces County  
Judge David Krebs; San Patricio County

**Absent**

Judge Gilbert N. Saenz; Duval County  
Judge Rudy Madrid; Kleberg County  
Judge Juan Rodriguez, Jr.; Jim Wells County  
Judge Louis E. Turcotte, III; Kenedy County

**Proxies Present**

None

**WS Executive/Finance Committee**

Gloria Perez; Chair  
Victor M. Gonzalez, Jr.; Past Chair

**Other Board Members Present**

Sandra Julia Bowen

**Others Present**

Ken Trevino, WS President/CEO  
Amy Villarreal, WS Chief Operating Officer  
Shileen Lee, WS Chief Financial Officer  
Larry Peterson, WS Internal Auditor EO/504 Coord.  
Heather Cleverley, Exec. Coord. to President/CEO  
Janet Neely, Administrative Assistant

Lucinda Garcia, Legal Counsel  
Janet Pitman, ABIP, P.C.  
Chakib Chehadi, C2GPS, LLC  
Shelly Key, C2GPS, LLC  
Rita Soto, C2GPS, LLC

- I. **Call to Order**  
Judge Huff called the meeting to order at 12:02 pm.
- II. **Roll Call**  
The roll was called and a quorum was present.
- III. **Announcement on Disclosure of Conflicts of Interest**  
Attention was called to the Disclosure and Declaration of Conflict of Interest guidelines and disclosures were requested at this time. None were made.
- IV. **Public Comments**  
There were no public comments.
- V. **CEO Council Comments**  
There were no CEO Council comments.
- VI. **Discussion and Possible Action on Minutes of the February 21, 2020 CEO Council Meeting**  
Judge Mills moved to approve the minutes of the February 21, 2020 CEO Council meeting. The motion was seconded by Judge Morrill and passed.

VII. **Chairman's Report**

*1. Update on Board Member Appointments and Vacancies*

Ms. Perez provided an update on Board member appointments and vacancies (included on page 7 of the May 29 agenda packet). Mr. Trevino added additional information on the Board Member vacancy for Kenedy County.

Judge Huff questioned if there is no action on Judge Turcotte's part to offer the position can the board fill it on their own.

Mr. Trevino turned to Legal Counsel to inquire the flexibilities. Ms. Garcia stated it was addressed when we made the amendments to the partnership agreement. Ms. Garcia asked for the opportunity to look at it and she could report back to Mr. Trevino. Mr. Garcia included when brought back to the CEO we can also present some options so that the CEO Council can act on it.

Mr. Trevino stated it will be done in an email to everyone so that we do not have to wait till next quarter to address this.

*2. Board of Director and Committee Attendance Records*

Ms. Perez provided an update on Board of Director and Committee meeting attendance records (included on pages 8-9 of the May 29 agenda packet).

*10 Years of Service to Workforce Solutions of the Coastal Bend*

Ms. Perez congratulated Mr. Trevino for his 10 years of service to Workforce Solutions of the Coastal Bend. Ms. Perez stated she is honored to work with such an amazing leader. Ms. Perez mentioned how proud she is of the work he has accomplished and the team he has developed.

Judge Huff recognized congratulated Mr. Trevino for a good 10 years.

Mr. Trevino thanked Ms. Perez and Judge Huff.

*Meetings with President/CEO*

Ms. Perez communicated with Mr. Trevino several times a week to obtain updates during the COVID-19 pandemic. Ms. Perez stated Mr. Trevino has done an excellent job with keeping her updated and informed. Ms. Perez congratulated Mr. Trevino for being a proactive leader and staying on top of things making sure that the CEO's and the staff have what they need during this pandemic.

*Coastal Bend Virtual Town Hall – Thursday, April 23, 2020*

Ms. Perez participated in the Coastal Bend Virtual Town Hall meeting with State Senator Juan "Chuy" Hinojosa, State Representative District 32 Todd Hunter and Texas Workforce Commissioner Representing Employers Aaron Demerson. Commissioner Demerson moderated the event and brought Subject matter experts to discuss how the COVID-19 has affected our region. Ms. Perez thanked all the Board members that participated. She also thanked Mr. Trevino and Workforce Solutions Board Staff for organizing a great event in such a short time frame.

Ms. Perez thanked Workforce Solutions of the Coastal Bend staff for doing such an amazing job under such unprecedented circumstances, especially working virtually.

Judge Huff acknowledged Mr. Trevino for a wonderful 10 years. Judge Huff mentioned that this does not surprise him on how everyone has excelled and is appreciative of Ms. Perez's time. Judge Huff included in his opinion this is the way a situation like this should be handled as a textbook exercise. Judge Huff congratulated Mr. Trevino and thanked Ms. Perez.



**VIII. President/CEO's Report**

Mr. Trevino thanked Judge Huff, Judges, Mayor, special guests and staff members on the call.

Mr. Trevino provided information on the Continuity Services. He mentioned you have been receiving emails from him regarding Specialized Labor Market and hopes the emails have been useful for your county. Mr. Trevino hopes that you are forwarding that on to interested parties, your Chambers of Commerce and Economic Development teams. He stated that we are able to pull and mind the information for you anytime. He received questions what was going on in Kleberg County and in Jim Wells County and was trying to be proactive. Very specific to that we copied your board members on that information as well to distribute. Anything we send out is for public information and you can move that along to your team members, interested parties any of your constituents.

Mr. Trevino stated virtual services began March 16, really it was that Friday before that we decided to pull the trigger on that. He mentioned we were seeing things advance and certainly we have thousands and thousands of people coming into our eight centers across the region. He spoke with Judge Huff and the Executive Committee beforehand. Mr. Trevino expressed how concerned they were about the type business we are running which is very much face to face. Sometimes our staff is having to be over the shoulder of a customer helping them with their login sign on. All this has caused us to really tailor the way we are doing business. We immediately had to pivot to assisting people for unemployment insurance questions and claims. That is not our business that is outsourced by Texas Workforce Commission. There is no claim center in Corpus Christi the closest one is in McAllen. But obviously Texas Workforce Commission is a funding partner of ours and we stepped up to the plate. Our team fielded thousands upon thousands of calls and emails from people who were having issues filing their claim or getting through to someone. Mr. Trevino mentioned it was heard it on the news both locally and nationally how clogged and unprepared the system was. So, our team formed a team internally and addressed that in a very proactive way. Now that has landed and we are going back to the other type of business that we need to conduct for both employers and job seekers. Mr. Trevino stated Ms. Perez mentioned this but he could not be more proud of the team that has stepped up into this space to operate in such a professional manner in a manner we have never operated before in terms of having to book people in to appointments and having to make special calls. Mr. Trevino stated that we and everyone has been having to write the playbook as we go. Mr. Trevino mentioned obviously you all are running county governments and city governments; you all are having to write the playbook as you go as well. There was nothing there for us. Consistent and constant communication we had to develop a functional communication plan. He included communication with the CEO Council, the Board of Directors, the Chair and with the Texas Workforce Commission. Mr. Trevino mentioned it seemed like we have been on an eight week Zoom. Our staff is working in pods so we are in all these calls all day long working together to make sure that we are communicating. Then communicating that forward to our customers and making sure that our customers are getting the best service they can get. Mr. Trevino acknowledged that it is working right now and that is what makes him so proud. He included that what it has also caused us to do is to think about how we are going to have to do this virtually and perpetuity. Some of the functions we have been doing face to face will now be part of our ongoing business plan in delivery of services to customers that do not necessarily have to come into our offices. Mr. Trevino stated hearing the communication at the national level and what the best practices are in states that were having bigger problems before us so helped us prepare. He mentioned listening to his colleagues in Washington State, New York State and in Florida was really important in hearing what they were going through. Mr. Trevino stated we were the second Board to implement a virtual services plan in the State of Texas. Then that same week and the week after everyone snowballed in that same mode. He expressed how proud he is of our reaction to this because it will cause efficiencies moving forward for us and he is positive of that. TOMA is

allowing us to do these open meetings like this and he hopes they continue to do that. Mr. Trevino announced if he has the opportunity, if that comes up on an agenda with Texas Workforce Commission or the Governors Office who we are in communication with he will certainly address that. He asked if the CEO Council has communication with the Governors Office who can ultimately make this decision please say these have been effective meetings. Mr. Trevino stated we just held our Workforce Services, Child Care Services, Public Relations, Executive/Finance and Board of Directors meetings and we had quorums for all of them and they were effective meetings. All the meetings had business that was conducted and they were still within an hour and fifteen-minute time frame. Mr. Trevino recognized the team for the preparations of the meetings and he could not say enough about how everyone has stepped into their space, managing what they need to manage. We are doing it remotely. Mr. Trevino included he was operating off his dining room table looking into his living room and that he has not been into the office except for a couple of times. Mr. Trevino mentioned Ms. Villarreal would discuss about the transition back into the office. Mr. Trevino recognized that the Board of Directors meeting was successful.

Mr. Trevino stated as Gloria mentioned everything has been about communicating to the community in general that is why we had the Town Hall. Mr. Trevino thanked madam Chair for setting up the Coastal Bend Virtual Town Hall meeting with Todd Hunter. He mentioned all boards are now doing a Virtual Town Hall across the state as well as across the country. Mr. Trevino stated a couple of boards have included Commissioner Aaron Demerson. Mr. Trevino recognized the event for being very successful with about 100 people in attendance and the feedback which was tremendous in terms of the information provided. Deputy Director of Unemployment Insurance and Chief Legal Counsel for Texas Workforce Commission were answering on the spot questions.

Mr. Trevino feels very blessed with the team we have in place. He cannot imagine working with any other team in any other organization right now. Mr. Trevino stated that this point in place in time that he was meant to be here at Workforce Solutions. Mr. Trevino noted Ms. Perez mentioned 10 years, he cannot believe how quickly it has gone by. Mr. Trevino acknowledged the team we have assembled, there is just so much depth and everyone cares so deeply about how we are going to service our community and all corners of that community. Mr. Trevino announced Ms. Villarreal will speak about how the logistics of that in the Facilities report were. Everyone has stepped up to the plate, our service providers C2 Global Professional Services and BakerRipley know what to do they and are implementing the services. People are still getting the services and if there is a bump in the road, we recognize that and extend patience to one another. Mr. Trevino stated we realize and recognize that we can get past that bump in the road because we are writing the playbook as we go and there is a solution for it. Mr. Trevino recognized the team for being a very solutions minded team across the board and you are going to hear that in Ms. Villarreal's and Ms. Lee's report. In the agenda you are going to see the logistics, the how to's that this has become a reality. Every person on our staff stepping up to the place that they needed to step up to and recognizing they are part of something special. At the same time, we realize the real heavy lifting for us is ahead, it is just starting. We got through this faze of it but employers are going to start hiring back. We are at 15.9 percent unemployment, that may take a year to get that back to normalcy or even longer than a year. Mr. Trevino mentioned we have been through recession; upswing oil and gas; down swing oil and gas; we are back in another down swing; our community has been through a hurricane and we know how to respond to these things and we are doing the best we can. Mr. Trevino stated the CEO Council can be confident it is not about him; it is about the other members on this call right now. Mr. Trevino recognized the team and stated its credit to them and their fastness making sure that we get to where we are going to assisting our community.

Judge Huff recognized Mr. Trevino and his staff for doing an excellent job with serving our community.

Mayor McComb recognized Mr. Trevino for having a great report. Mayor McComb mentioned his report relates to item IX. 2. Lease Agreement for Office Space for Board Staff Relocation. He included based on what Mr. Trevino's discussed his success was in his efficiencies and his abilities to operate in these remote locations and create efficiencies, there is going to be a tremendous amount of office space available in the future because people are going to rearrange the way they do business. Mayor McComb stated he does not know how much time we have left at our current location and he is not suggesting we delay a whole lot. He believes there may be some real potential savings in big office space in the future because there is going to be a lot of office building out there that are going to be empty. When people realize they do not need 100 people to come in everyday, all they need is 25 and they can all operate at virtual locations or remote locations. Mayor McComb included we would be sitting there or hung with a whole floor of space when we do not need but a thousand feet or something.

Mr. Trevino stated they were on a video conference with our attorney, real estate broker, Ms. Lee and Ms. Villarreal discussing that very thing. We combed over the lease agreement so we do have some time here. But for this particular lease you have heard him discuss about our real concern about the Sunrise Mall location it has gone from bad to worse.

Mayor McComb stated he does not know all the circumstances.

Mr. Trevino stated they have really neglected even more than what it was, anything that goes wrong there has now become our expense. So, this really supplants that location. We are in a lease there but we can get out of that lease within thirty days. Mr. Trevino mentioned they have already breached that lease by not doing what they are supposed to be doing and keeping the parking lot up, keeping lights in that parking garage. He included it has become a hazard for our employees. Mr. Trevino noted that we couple that with the state mandate put Vocational Rehab Services integrated that within our centers. So, it has really pushed us and tested us to make that decision. We have been working on it for so long and now this opportunity has presented itself within the last three months for a space that checks all the boxes for us in terms of location, size, allowing us multiple entrance points for having integrated services with Vocational Rehab and Veteran Services. Mr. Trevino stated for that type of location we need drive up traffic, people just pulling up in their cars or getting dropped off and ground floor location. Mr. Trevino recognized that there are going to be some spaces and may be some bargains in the market within the next six months, but this has become a pressing issue for us that we feel like we need to move forward with.

Mayor McComb stated he would hate to be in an office building rental business right now because he believes the future is going to be rough for them.

Mr. Trevino stated that our attorney and our broker has recognized that when we were combing through line item by line item on the lease agreement. He included we are pushing our max on everything to our benefit. Of course, we got this on the first round and it was to the landlord's benefit. However, we flipped that and trying to max this out to our benefit. Mr. Trevino announced that should be ready to go to the potential new landlord on Monday and we will see what they come back with. Obviously three and four months ago they were in the driver seat with multiple bidders on the space we are looking at. Now they do not have that and it puts us in a better operating position to ask for more things, better rates and better lease terms.

Ms. Villarreal stated just so we are clear IX. 2. Lease Agreement for Office Space for Board Staff Relocation is actually for the relocation of board staff.

Mr. Trevino apologized.

Ms. Villarreal stated board staff are moving into Bayview Tower. Ms. Villarreal mentioned we do have another lease that is currently in negotiations for the replacement of the Sunrise Mall. Ms. Villarreal included that is not here for concurrence because we have not gone to the full board with it yet, but that is what we are in discussion with our Legal Counsel about. Ms. Villarreal announced what you are concurring on today is actually the moving of Board staff into the Bayview Tower facility so that we can make room for Vocational Rehabilitation Services to be within our career center at Staples. They will be continuing to work in person with their clients just like our career center staff will. Ms. Villarreal noted we are just moving our administrative staff out of that building to make room for more staff that would be working directly with customers.

Mayor McComb stated he believes in terms of leasing space with our program that really is in material but he was thinking if we were locking ourselves in. Mayor McComb announced he supports this item and may have to leave before the item is presented. Mayor McComb stated for the record he is voting yes on our agenda item.

Ms. Villarreal and Mr. Trevino thanked Mayor McComb.

Judge Huff thanked everyone for their comments and acknowledged it was a good discussion.

**IX. Concurrence with Contracts over \$50,000**

**2. Lease Agreement for Office Space for Board Staff Relocation**

Ms. Villarreal provided information on the Lease Agreement for Office Space for Board Staff Relocation (included on pages 11-13 of the May 29 agenda packet). Mr. Trevino added additional information and advised it has been through Operations Committee, Executive/Finance Committee and Board of Directors for approval.

Judge Ramos moved to approve the Lease Agreement for Office Space for Board Staff Relocation. The motion was seconded by Judge Morrill and passed.

**1. Contract for the Janitorial Service for the One Stop Career Centers**

Mr. Trevino provided information on the Contract for the Janitorial Service for the One Stop Career Centers (included on page 10 of the May 29 agenda packet). Mr. Trevino advised it has been through Executive/Finance Committee and Board of Directors for approval.

Judge Mills moved to approve the Contract for the Janitorial Service for the One Stop Career Center Centers. The motion was seconded by Judge Krebs and passed.

**3. Contract for the Laserfiche Paperless System**

Ms. Lee provided information on the Contract for the Laserfiche Paperless System (included on pages 14-15 of the May 29 agenda packet).

Judge Blaschke moved to approve the Contract for the Laserfiche Paperless System. The motion was seconded by Judge Krebs and passed.

4. Contract for the Information Technology Assessment and Strategic Plan

Mr. Trevino provided information on the Contract for the Information Technology Assessment and Strategic Plan (included on page 16 of the May 29 agenda packet). Mr. Trevino advised it has been through Executive/Finance Committee and Board of Directors for approval.

Judge Krebs moved to approve the Contract for the Information Technology Assessment and Strategic Plan. The motion was seconded by Judge Mills and passed.

5. Contract for the Registered Apprenticeship Training Project

Ms. Villarreal provided information on the Contract for the Registered Apprenticeship Training Project (included on page 17 of the May 29 agenda packet). Mr. Villarreal advised it has been through Workforce Services Committee, Executive/Finance Committee and Board of Directors for approval.

Judge Ramos moved to approve the Contract for the Registered Apprenticeship Training Project. The motion was seconded by Judge Blaschke and passed.

X. **Information Only:**

1. *MIP Outage*

Ms. Lee provided an update on the MIP Outage (included on page 18 of the May 29 agenda packet).

2. *Audit Update*

Ms. Pitman provided an update on the September 2019 Audit (included on page 19 of the May 29 agenda packet). Ms. Pitman stated the audit is usually done in March and April and they come to us at this Board meeting with the financial results for the year. However, that did not happen this year due to MIP and COVID-19. Fortunately, the Office of Management and Budget have given us some administrative relief this year, so instead of the audit being due by the end of June they have granted a 6-month extension. Ms. Pitman stated Ms. Lee and she have plan to bring the financial results to you by the September Board meeting, they did not want to wait till December since would be too far out. Ms. Pitman stated in order to achieve that we will have to start the audit in June/July time frame. Ms. Pitman has given a list of items that is needed for the audit to Ms. Lee. Ms. Pitman is understandably aware that they have not been able to work on that yet due to the situation. Ms. Pitman included they do have a share file application where they can exchange documents electronically for the time being until they are able to safely come to our offices and work. Ms. Pitman reassured everyone they have been working remotely so they are used to it and their clients are used to it. Ms. Pitman believes that they will not have any obstacles to make the September meeting.

3. *Financial Update*

Ms. Lee presented the Financial Update (included on pages 20-24 of the May 29 agenda packet).

4. *Facilities Update*

Ms. Villarreal provided a facilities update (included on page 25 of the May 29 agenda packet).

5. *Update on Future Procurements and Contract Renewals*

Ms. Lee provided an update on future procurements and contract renewals (included on pages 26-46 of the May 29 agenda packet).

6. *Local Labor Market Information*

Ms. Villarreal presented local labor market information for March 2020 (included on pages 47-50 of the May 29 agenda packet).

*7. Performance Measure Update*

Ms. Villarreal presented the February 2020 Performance Measure Update (included on pages 51-56 of the May 29 agenda packet).

Mr. Trevino thanked the CEO Council and advised to not hesitate to text or contact him. Mr. Trevino stated if someone in their community is having some issues or trouble trying to connect to something and they think he can help, send them directly to him. If he cannot assist them, he will forward them to the correct spot. Mr. Trevino has received a lot of calls and emails from businesses that are trying to figure out their next step and we are just trouble shooting. Mr. Trevino stated it may not necessarily be our area of expertise but we have so many partners and so many stakeholders that are a part of the Workforce Solutions team and network that we are able to get them to the right spot so please do not hesitate.

Mr. Trevino advised the CEO Council the Labor Market Intelligence is available and if they need some specialized report for their Commissioners or Commissioners Report we can usually pull those together in one or two days. Mr. Trevino included to just let him know what they are looking for and we can run the unemployment numbers; how many people become unemployed in their area; how many businesses were impacted; there is all kinds of data points that we can mind for them. Mr. Trevino stated he wants to be that resource to their community and to their constituents, to all the stakeholders that they are accountable to. We should all be connected in that way; this is one thing we know we can do that the lifting is in front of us but we know we can do this. Mr. Trevino mentioned we have been doing this successfully for a long time, delivering this data to the community and he wants to help the CEO Council with that if possible.

Ms. Garcia addressed the question of the sharing of slots. Ms. Garcia stated she was able to pull up the signed Partnership Agreement. It specifically provides that the CEO's may cooperate with each other in exchanging, sharing or utilizing appointments slots for the board to minimize vacancies. All of these exchanges that are made they have to reduced to writing and maintained by the board and copies given to the CEO's. Ms. Garcia answered to Judge Huff's question yes, with regard to appointments the CEO involved must agree and we will have it reduced to writing and we will share amongst all the CEO members.

Judge Huff asked out of courtesy and out of respect, if the board is okay, requested Mr. Trevino and he visit with Judge Turcotte again. Judge Huff noted we need to go back and make sure that appointment would not be coming from Kenedy County than maybe proceed with the protocol to fill it. Judge Huff expressed his appreciation and thanked Ms. Garcia.

Ms. Garcia welcomed Judge Huff.

Judge Huff congratulated Mr. Trevino on his 10 years of service. Judge Huff thanked Mr. Trevino for the excellent job that his staff continues to do. Judge Huff recognized Mr. Trevino you for being an example of how you roll with the punches and still deliver the services. Judge Huff congratulated Mr. Trevino again on another good meeting.

Judge Canales stated Nueces has formed an Economic Advisory Council and we believe the best way to get people back to work is to strengthen small business. That way we can see this unemployment rate go down. Judge Canales advised they have been contacted by the governor's office and there is going to be an Economic Development Webinar coming out of his office. She will send the information to this group so that everyone could help promote it. Judge Canales states all our counties are in the same boat. She feels like whatever Nueces does, the truth is our entire cog can mimic if they so choose. Judge Canales announced the big news she has to report

is under the C.A.R.E.S. Act. Despite the fact that we were a population of under 500,000 and it does not look like our county has much money rest assured that the \$18,000,000 that came to the city of Corpus Christi. 25 percent of that per the governor's orders needs to be utilized or could be utilized for small business economic development. Judge Canales would like to work with Mayor McComb, but again make sure that you guys know that under your apportionment 20/80 to the 100 percent; 75 percent should be used for public health for personnel and for medical. The other 25 percent is appropriate to be used to help your small business in your community. Judge Canales advised if you do not have that many costs out there just know that is there and that is it the best way we could help Workforce Solutions is to make sure to get our small business on track. Judge Canales would like to start including you on everything since they started this week. Judge Canales stated you can discard it or you can jump on board whatever suits you. She informed everyone she wants them to know that she feels like she has the luxury of having an economic development office, and she knows San Patricio does too. Whenever we can help others that do not have this, she thinks we should. Again, this is piggy backing on what all the big urban counties are doing. Judge Canales noted no one really came out and said you can help small business with this C.A.R.E.S. Act money. Judge Canales got Travis County to send her their prototype. They have allotted \$10,000,000 but they could afford to do so because their allotment was large. Judge Canales mentioned if her math is correct, Nueces County including the City of Corpus Christi can allot 4.75 million to small business and that is just tremendous in addition to the 2,000,000 that the City of Corpus Christi already has committed through their Lift Fund program. Judge Canales stated there is a lot to discuss and that it has a direct impact on the Workforce so she wanted to take this opportunity to throw that out. Judge Canales thanked everyone and hopes everyone stays well.

Judge Huff thanked Judge Canales and takes interest in the information provided.

XI. **Adjournment**

The meeting adjourned at 1:08 pm.

## CHAIR'S REPORT – CEO COUNCIL

### VIII. Chair's Report

#### Update on Board Member Appointments and Vacancies

The following new and reappointments have been certified by TWC:

Name	County	Category	Term Expiration
Andrea Chavez	City of CC	Public Employment Services	June 30, 2025
Dr. Leslie Faught	San Patricio	Education Agency	June 30, 2025
Randy Giesler	Live Oak	Private Sector	June 30, 2025
Dr. Justin Hoggard	Bee	Adult Basic and Continuing Edu.	June 30, 2025
Ofelia Hunter	Jim Wells	Community-Based Organization	June 30, 2025
Juan Carlos Ramirez	Kleberg	Private Sector	June 30, 2025
Manny Salazar	Kleberg	Community-Based Organization	June 30, 2025
Edward L. Sample	City of CC	Private Sector	June 30, 2025
Susan A. Temple	San Patricio	Private Sector	June 30, 2025
Alma Barrera	City of CC	Public Assistance	June 30, 2025
Sandra Julia Bowen	Jim Wells	Private Sector	June 30, 2025
Eric Evans	Aransas	Private Sector	June 30, 2025
Michelle Flower	City of CC	Private Sector	June 30, 2025
Marcia J. Keener	San Patricio	Community-Based Organization	June 30, 2025
Dr. Criselda Leal	City of CC	Literacy Council	June 30, 2025
Travis Nelson	City of CC	Private Sector	June 30, 2025
C. Michelle Unda	City of CC	Private Sector	June 30, 2025

Current vacancies:

County	Category	Previous Member
Kenedy	Private Sector	---
Brooks	Private Sector	Annie Broadwater

#### Board of Director and Committee Attendance Records

Attendance records for Board of Director and Committee meetings are provided on pages 15-16 of the agenda packet.



**Workforce Solutions of the Coastal Bend  
Board Meeting Attendance Record  
January - December 2022**

	<b>Board Member</b>	<b>Representing</b>	<b>24-Feb</b>	<b>19-May</b>	<b>15-Jun</b>	<b>29-Sep</b>	<b>8-Dec</b>	<b>Attendance Rate</b>
1	Barrera, Alma	City of CC	1	0	1	1		60%
2	Bowen, Sandra	Jim Wells	1	1	1	1		80%
3	Cantu, Arnoldo	Duval	0	0	0	0		0%
4	Chavez, Andrea	City of CC	1	1	1	1		80%
5	Collin, Rosie	San Patricio	0	0	1	1		40%
6	De Los Santos II, Raynaldo	Refugio	1	1	0	1		60%
7	Denson, Kiwana	City of CC	0	1	1	1		60%
8	Evans, Eric	Aransas	0	1	0	0		20%
9	Faught, Leslie	San Patricio				1		20%
10	Florence, Tracy	Bee	1	1	1	1		80%
11	Flower, Michelle	City of CC	1	1	1	1		80%
12	Gatewood, Jesse	Nueces	1	1	1	1		80%
13	Giesler, Randy	Live Oak	0	1	1	1		60%
14	Gleason, Mary	City of CC	1	1	1			60%
15	Gonzalez, Jr., Victor M.	City of CC	1	1	1	1		80%
16	Hoggard, Justin	Bee	1	1	1	1		80%
17	Hunter, Ofelia	Jim Wells	1	0	1	1		60%
18	Keener, Marcia	San Patricio	1	1	1	1		80%
19	Leal, Criselda	City of CC				1		20%
20	Lopez, Omar	City of CC	1	0	1	1		60%
21	Lozano, Michelle	Nueces	0	0	1	0		20%
22	Nelson, Travis	City of CC	0	0	1	1		40%
23	Owen, John	City of CC	1	1	1	1		80%
24	Perez, Gloria	City of CC	1	0	1	1		60%
25	Ramirez, Carlos	Kleberg	1	1	0	0		40%
26	Salazar, Manny	Kleberg	1	1	1	1		80%
27	Sample, Edward	City of CC	1	1	1	1		80%
28	Soliz-Garcia, Velma	San Patricio	0	0	0			0%
29	Temple, Susan	San Patricio	0	1	0	1		40%
30	Unda, C. Michelle	City of CC	1	1	1	1		80%
31	Vasey, Iain	City of CC	1	1	1	0		60%
32	Wilson, Catrina	City of CC	1	1	1	0		60%
33	Wisner, Liza	City of CC	1	1	1	1		80%

**Workforce Solutions of the Coastal Bend  
Committee Meeting Attendance Record  
January - December 2022**

Child Care Services							
Board Member	Representing	8-Feb	3-May		6-Sep	8-Nov	Attendance Rate
Keener, Maria (C)	San Patricio	1	1		1		75%
Bowen, Sandra (VC)	Jim Wells	1	1		1		75%
Gleason, Mary	City of CC	0	1				25%
Wilson, Catrina	City of CC	1	1		1		75%
Hoggard, Justin	Bee	0	0		1		25%
Chavez, Andrea	TWC/City of CC	1	1		1		75%
Barrera, Alma	City of CC	1	1		1		75%

Executive/Finance							
Board Member	Representing	17-Feb	12-May	15-Jun	15-Sep	17-Nov	Attendance Rate
Perez, Gloria (C)	City of CC	1	1		1		60%
De Los Santos II, Raynaldo (VC)	Refugio	1	1		1		60%
Gatewood, Jesse	Nueces	1	1		1		60%
Owen, John	City of CC	1	1		1		60%
Sample, Edward	City of CC	1	1		1		60%
Gonzalez, Jr. Victor M.	City of CC	1	1		1		60%
Keener, Marcia	San Patricio	1	1		0		40%
Unda, C. Michelle	City of CC	0	1		1		40%
Salazar, Manny	Kleberg	1	1		1		60%
Wisner, Liza	City of CC	1	1		0		40%

Public Relations							
Board Member	Representing	9-Feb	4-May		7-Sep	9-Nov	Attendance Rate
Unda, C. Michelle (C)	City of CC	1	1		0		50%
Ramirez, Carlos (VC)	Kleberg	1	1		1		75%
Florence, Tracy	Bee	1	0		1		50%
Cantu, Arnoldo	Duval	0	0		0		0%
Lopez, Omar	City of CC	1	0		1		50%
Hunter, Ofelia	Jim Wells	0	1		1		50%
Collin, Rosie	San Patricio	1	0		1		50%
Evans, Eric	Aransas	1	1		0		50%

Workforce Services							
Board Member	Representing	10-Feb	5-May		8-Sep	10-Nov	Attendance Rate
Salazar, Manny (C)	Kleberg	1	1		1		75%
Vasey, Iain (VC)	City of CC	1	1		0		50%
Giesler, Randy	Live Oak	1	1		1		75%
Nelson, Travis	City of CC	1	1		1		75%
Temple, Susan	San Patricio	1	0		0		25%
Lozano, Michelle	Nueces	1	1		0		50%

Ad Hoc Youth							
Board Member	Representing	10-Feb	5-May		8-Sep	10-Nov	Attendance Rate
Wisner, Liza (C)	City of CC	1	1		1		75%
Gonzalez, Jr., Victor M. (VC)	City of CC	1	1		1		75%
Flower, Michelle	City of CC	1	1		1		75%
Soliz-Garcia, Velma	San Patricio	1	1				50%
Denson, Kiwana	City of CC	1	1		1		75%

## **ITEM FOR REVIEW AND DISCUSSION**

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

1. Purchases over \$50k for New Facility Buildout:
  - a. IT Cabling
  - b. Burglar Alarm, Security Cameras, Access Control
  - c. Furniture

## **BACKGROUND INFORMATION**

CFO will present the Purchases over \$50k for New Facility Buildout for review and discussion.

### ***IT Cabling***

<b>Vendor</b>	<b># of Drops</b>	<b>Price</b>	<b>Purch Coop</b>	<b>Extended Price</b>	<b>Comments</b>
Layer3 Communications	113	41,234.00	DIR-CPO-4807	NA	Couldn't quote all the hardware; did include ladder rack. Everything outside of the cable was not in the quote and would be additional charges; no hourly rates provided.
Empire Technologies	120+	<b>30,356.84</b>	No	<b>54,201.19</b>	Comprehensive Quote to include WAP's, IT Room mounting hardware, TV mounts, & audio/video cabling. Ladders and plywood may be removed if provided by GC
210IT	97	15,148.80	No	NA	Had special pricing on 2nd drops but could not quote other hardware items and did not quote furniture cable runs.
Austin Structured Cabling LLC			DIR-CPO-4787		4/27/22 Spoke with someone and they do not have works available to provide services in Corpus at the moment. They are in Austin and have never done any work this far out.
Network Cabling Services, Inc.			DIR-CPO-4782		4/27/22 Spoke with Katherine who forwarded me to Margie Teal. Called Margie and left a voicemail to get back with me. Sent an email of the plans to request a quote.
Triumph Cabling Systems, LLC			DIR-CPO-4781		4/27/22 Spoke with Yolanda Delagarza. Sent her an email of the plans to request a quote. She said she will forward to the estimators.
Southwest Networks, Inc.			DIR-CPO-4784		Called and received a voicemail: In a conference until today 04/27/22. Left a message for him to get back with me. Sent an email.

### ***Special Systems: Burglar Alarm, Security Cameras, Access Control***

<b>Vendor</b>	<b>Price</b>	<b>Purch Coop</b>	<b>Comments</b>
American Integrated Solutions	65,979.00	No	One page quote; had to research individual systems and ask questions. One system was not accessible via cell phone. Wanted to run CAT cable for special systems but could not quote IT Drops
Empire Technologies	<b>63,459.49</b>	No	Quote was very detailed and even included recurring monitoring options.
Stanley	97,423.15	Goodbuy	Good quote even quoted recurring monitoring charges.

### ***Furniture***

<b>Vendor</b>	<b>Price</b>	<b>Purch Coop</b>	<b>Comments</b>
Gateway	<b>165,913.97</b>	Omnia-70% Discount	Great discount and local showroom to view furniture
TXMAS		55% Discount	Same brands and base pricing but less discount

## ITEM FOR REVIEW AND DISCUSSION

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

2. \$854,605 Contract (Master) with Marshall Company, Ltd. for General Contractor Services – Mission Plaza Phase I

## BACKGROUND INFORMATION

After analysis and a determination of need, Workforce Solutions of the Coastal Bend (WFSCB) made the decision to formally solicit the services of qualified and experienced individuals/firms to assist with the renovation of the new Mission Plaza One Stop Center. WFSCB's use of this procurement process was consistent with TWC FMGC and procurement strategies of other Boards.

A legal notice was advertised in two Sunday editions (January 9 and 16, 2022) of the Caller Times and was posted in the January 14, 2022 edition of the Texas Register. On January 10, 2022 an email blast was sent out by the Texas Coastal Bend Chapter of Associated Builders and Contractors to 173 members. On January 12, 2022 the South Texas Chapter of the Associated General Contractors posted the legal notice in their weekly newsletter, which goes out to 125 of their members. WFSCB staff sent direct email notifications to 15 local firms who were on their vendors list and to 70 HUB vendors from 11 counties, including those in the San Antonio & Austin areas.

On January 18, 2022 a Request for Proposal for General Contractor Services was issued for Phase I of the Mission Plaza office space buildout. In response to the RFP, WFSCB received six (6) proposals, five (5) of which qualified as responsive. The proposals were evaluated and scored by a committee of WFSCB staff. It was the consensus of the evaluation committee to award the contract to the firm of Marshall Company, Ltd.

Successful contract negotiations resulted in a cost-reimbursement contract in the not to exceed amount of \$854,605 which was executed on February 28, 2022.

## ITEM FOR REVIEW AND DISCUSSION

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

3. \$100,000 Contract (Master) with Vertical Computers for IT Professional Services

## BACKGROUND INFORMATION

After analysis and a determination of need, In April 2020, Workforce Solutions of the Coastal Bend (WFSCB) procured a third party to perform an assessment of the IT environment and assist in the process of developing an information technology strategic plan for the period of 2021 to 2025. This plan has been developed as the next natural step in WFSCB's technology evolution and in support of WFSCB's mission to support regional economic growth and economic self-sufficiency.

The objective of this planning process is to develop a realistic and practical strategy that captures the business drivers supporting future technology implementations while remaining with anticipated budget and resource constraints. Although the task of defining and prioritizing projects was challenging, WFSCB leadership rose to the challenge by discussing the merits of each proposed project and the ultimate result is a well-defined five-year roadmap for WFSCB to follow.

During the time of the assessment COVID occurred causing delays and other challenges as everyone else experienced. Workforce Solutions Boards across the State felt a strain on IT systems due to the need to work remotely, and with that presented additional challenges. Texas Workforce Commission saw this statewide and procured a third party to do Texas Cybersecurity Framework Assessments (TCF) across the State.

The third party conducted a security program maturity assessment following control objectives based on the Texas Cybersecurity Framework (TCF) and the DIR Security Control Standards Catalog. The approach consisted of artifact reviews and onsite interviews of the associates responsible for the various aspects of security program responsibilities for the Coastal Bend (COB) information security program and supporting elements. The scope of this assessment was based on the maturity of the Board's implemented security objectives as described by the Texas Cybersecurity Framework, specifically the control objectives and capability scoring outlined within the Board Security Plan and the TAC 202 DIR Security Control Standards Catalog.

On April 11, 2022 WFSCB issued a Request for Qualifications (RFQ) for IT Professional Services to solicit responses from professional and qualified firms or individuals to take the results of both the strategic plan and TCF assessment and design and implement a plan over the next three (3) to four (4) years to meet both plans' criteria. Results could include complete managed services or a combination of.

WFSCB staff reviewed responsive proposals and selected a contractor for these services.

## ITEM FOR REVIEW AND DISCUSSION

### X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

#### 4. Renewal of Contracts for Fiscal Year 2022-23

## BACKGROUND INFORMATION

Board staff have been working on the renewals of current contracts for the new fiscal year beginning October 1, 2022.

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

The contract renewals are as follows:

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

Contract Renewal #3 of 3 with C2 Global Professional Services for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$7,030,157.28. The amount for the new contract for the upcoming fiscal year will be determined based upon the new fiscal allocations and contract negotiations.

#### ***Management of Direct Child Care Services***

Contract Renewal #1 of 3 with BakerRipley for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$19,680,981.19. The amount for the new contract for the upcoming fiscal year will be determined based upon the new fiscal allocations and contract negotiations.

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

Contract Renewal #3 of 3 with Woods, Boykin, Wolter, P.C. for an additional year one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 to September 30, 2022 is \$25,000.00. The contract renewal amount will be the same \$25,000.00.

#### ***Architecture, Design & Certified Space Planning Services***

Contract Renewal #1 of 3 with CLK Architects for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$124,865. The contract renewal amount will be \$50,000.00.

#### ***General Contractor Services – Mission Plaza Phase 1***

Contract Renewal #1 of 3 with Marshall Company, Ltd. for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of February 28, 2022 through September 30, 2022 is \$854,605. The contract renewal amount will be \$1,000,000.00.

#### ***Security Guard Services***

Contract Renewal #2 of 2 with Sec Ops, Inc. for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is per contract hourly.

**Banking Services**

Contract Renewal #3 of 3 with Frost Bank for an additional one-period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 to September 30, 2022 is based on actual bank fee rates.

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

Contract Renewal #2 of 2 with The Safeguard System, Inc. for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$10,000.00. The contract renewal amount will be the same \$10,000.00.

**Transportation Service Providers (for participants)**

Contract Renewal #2 of 2 with Rural Economic Assistance League (REAL) and Kleberg County Human Services for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amounts budgeted for REAL and Kleberg during the current fiscal year period of October 1, 2021 through September 30, 2022 is \$5,000.00. The contract renewals amounts for each will be the same \$5,000.00.

**Gasoline Cards (for participants)**

Contract Renewal #3 of 3 with Valero Payment Services Company for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$204,000.00. The contract renewal amount will be the same \$204,000.00.

**Economic and Labor Market Information Tool**

Contract Renewal #2 of 2 with Economic Modeling, LLC for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$16,000.00. The contract renewal amount will be the same \$16,000.00.

Career Coach Agreement Contract Renewal 2 of 2 with Economic Modeling, LLC for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$7,500.00. The contract renewal amount will be the same \$7,500.00.

**Janitorial Services**

Contract Renewal #3 of 3 with M&Rs Elite Janitorial Solutions, LLC for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year period of October 1, 2021 through September 30, 2022 is \$200,000.00. The contract renewal amount will be the same \$200,000.00.

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



## **ITEM FOR REVIEW AND DISCUSSION**

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

5. Purchases over \$50k for Phase II Mission Facility
  - a. IT Cabling
  - b. Burglar Alarm, Security Cameras, Access Control, Conference Room
  - c. Furniture

## **BACKGROUND INFORMATION**

CFO will present the Purchases over \$50k for Phase II Mission Facility for review and discussion.

Company / Vendor	Contact Names:	Contact Info.	Server/MDF	Cabling System	TV Installation	Access Control	Security	Conference Rm	Wireless System	Other	Total	Notes
Barcom	Sebastian Test	<a href="mailto:stest@barcoment.com">stest@barcoment.com</a>	6,265.65	63,057.79	432.00	NA	NA	73,955.44	In Cabling	4,200.00	147,910.88	Didn't include TV mounts or supplies only hourly rate; Other=Travel
	John Huebener	<a href="mailto:jhuebener@barcoment.com">jhuebener@barcoment.com</a>										
Empire Technologies	Bryan Burgess	<a href="mailto:bryan@empiretechs.com">bryan@empiretechs.com</a>	5,872.02	38,882.94	8,089.40	13,427.89	20,893.10	65,837.00	5,426.00	2,279.60	160,707.95	Other=Lift due to tall ceilings; Only vendor that quoted all items. Comparing only like items to Barcom they are still almost \$20k cheaper. This is the vendor who completed work in Phase I.
	Nathan Estrada	<a href="mailto:Nathan@empiretechs.com">Nathan@empiretechs.com</a>										
Enstep	Eric Hunter	281-720-3882										Provided responses to questions on 9/2-Never received a quote.
		<a href="mailto:Hunter@enstep.com">Hunter@enstep.com</a>										
Integrated Technology Solutions	Josh Roy	281-254-5087										No Response
		<a href="mailto:jroy@intechsolutionsstx.com">jroy@intechsolutionsstx.com</a>										
Infinity Networking Solutions	Eugene	469-581-9300										Provided responses to questions on 9/6-Never received a quote.
		<a href="mailto:eugene@infinitynts.com">eugene@infinitynts.com</a>										
Network Cabling Services & Solutions	Joe Olivares	361-814-4000										No Response
		<a href="mailto:jolivares@ncs-tx.com">jolivares@ncs-tx.com</a>										
<b>Worked with these vendors locally in Phase I for some of the systems. Knew they could not bid all the project but wanted to give them opportunity to bid on applicable items.</b>												
American Integrated Solutions	Greg Violet	<a href="mailto:g.violett@aisfirst.com">g.violett@aisfirst.com</a>										Provided responses to questions on 9/2-Never received a quote.
	Brad Gunn	<a href="mailto:b.gunn@aisfirst.com">b.gunn@aisfirst.com</a>										
Firetrol	Troy Diamond	<a href="mailto:tdiamond@firetrol.net">tdiamond@firetrol.net</a>										No Response

**Furniture**

Vendor	Price	Purch Coop	Comments
Gateway	300,000.00	Omnia-65-70% Discount	Estimate-Great discount and local showroom to view furniture
TXMAS		55% Discount	Same brands and base pricing but less discount

## **ITEM FOR REVIEW AND DISCUSSION**

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

6. New Contracts and Leases

## **BACKGROUND INFORMATION**

On July 25, 2022 Board staff issued a Request for Proposal for General Contractor Services for the second Phase of the Mission Plaza office space buildout. In response to the RFP, four (4) proposals were submitted, three (3) of which qualified as responsive. Proposals were evaluated and scored by a committee and consensus was reached regarding selection. Board staff seeks approval to enter into negotiations with Marshall Company, Ltd. to execute a cost-reimbursement contract in the not to exceed amount of \$1,069,060.

Workforce Solutions of the Coastal Bend has had a One-Stop Career Center in Sinton, Texas since approximately the year 2000. The 3,650 square foot Center is located in the Pirate Plaza Shopping Center at 1113 East Sinton, Sinton, Texas 78363. The current Lease Agreement, with PAK 56 Plaza LLC / SGT 44 Pirate LLC, expires on December 31, 2022.

A recent cost price market analysis shows that the Pirate Plaza office space, whose current annual base rent is \$63,804.72, is competitively priced within the real estate market and Board staff seeks approval to enter into negotiations with PAK 56 Plaza LLC / SGT 44 Pirate LLC to execute a new one-year Lease Agreement which will commence on January 1, 2023 and shall terminate on December 31, 2023 with the option to extend for three (3) additional one-year periods beyond the original lease.

## ITEM FOR REVIEW AND DISCUSSION

X. Review and Discussion of Concurrence of Contracts over \$50,000.00 by Chief Elected Officials Panel:

7. Options for Renewal of Contracts for Fiscal Year 2022-23

## BACKGROUND INFORMATION

In May 2022 the President/CEO was granted authorization to execute the options for the renewal of fourteen (14) contracts. In the process of working on the renewals, Board staff identified four (4) additional contracts eligible for renewal, they are as follows:

### ***IT Professional Services***

Contract renewal with Vertical Computers for an additional one-year period from October 1, 2022 to September 30, 2023. The contract amount for the current fiscal year is \$100,000. The amount for the new contract for the upcoming fiscal year will be \$100,000.

### ***One-Stop Office Space Leases***

Contract renewal with Coastal Bend College (Beeville Campus) for an additional one-year period from October 1, 2022 through September 30, 2023. The base rent contract amount will be \$49,014.

Contract renewal with Coastal Bend College (Alice Campus) for an additional one-year period from February 1, 2023 through January 31, 2024. The base rent contract amount will be \$34,902.

Contract renewal with Coastal Bend College (Kingsville) for an additional one-year period from May 1, 2023 through April 30, 2024. The base rent contract amount will be \$40,711.

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

## **INFORMATION ONLY**

XI – 1. Audit & Monitoring Reports

## **BACKGROUND**

Alonzo, Bacarisse, Irvine, and Palmer, P.C. has completed an Independent Audit for the Year Ended September 30, 2021 and 2020 for Workforce Solutions Coastal Bend.

INDEPENDENT AUDITOR'S REPORT

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

**Report on the Financial Statements**

We have audited the accompanying financial statements of Coastal Bend Workforce Development Board (a non-profit organization), which comprise the statements of financial position as of September 30, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

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

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

***Auditor's Responsibility***

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

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

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Coastal Bend Workforce Development Board as of September 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 19, 2022 on our consideration of Coastal Bend Workforce Development Board's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Coastal Bend Workforce Development Board's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Coastal Bend Workforce Development Board's internal control over financial reporting and compliance.

San Antonio, Texas  
May 19, 2022

## INFORMATION ONLY

### XI – 1. Audit & Monitoring Reports

## BACKGROUND

The Texas Workforce Commission (TWC) requires that monitoring review results be reported to all relevant parties and to the Board of Directors. The monitoring staff conduct fiscal and program reviews for compliance with federal and state laws and regulations, and compliance with TWC and local policies. The following is a list of the monitoring reviews and significant observations that were completed during the months of February - August 2022.

### Workforce Solutions – Board

#### Fiscal and Program Reviews

- **TWC Monitoring Review (#22.22.0001)** – February 1-4, 2022, TWC Final Report issued June 30, 2022, Audit Resolution Report issued August 25, 2022 - Scope: November 1, 2020 to October 31, 2021

#### Findings

- Ensure Lease Renewals are executed properly.
- Conduct complete Fiscal Integrity evaluations prior to awarding major contracts or renewal of major contracts.
- Ensure Choices program requirements are followed.

#### Resolution:

- The Board has proper controls and procedures in place to ensure contract and lease renewals are completed and signed and dated timely.
- Complete Fiscal Integrity evaluations are conducted prior to awarding major contracts or renewal of major contracts.
- The Board has proper controls in place to ensure Choices program requirements are followed.

- **TWC Monitoring Review (#22.22.0001) SNAP E&T**– TWC Final Report issued June 30, 2022, Audit Resolution Report issued August 4, 2022 - Scope: November 1, 2020 to October 31, 2021

#### Finding

- Ensure SNAP E&T Program requirements are followed for the reconsideration Form H1817.

#### Resolution:

- The Board has proper controls in place to ensure SNAP E&T program requirements are followed.

- **TWC Equal Opportunity Onsite Evaluation** - Report issued March 4, 2022
  - Equal Opportunity monitoring reviews are conducted in accordance with federal and state EO monitoring requirements.
- **Equal Opportunity Accessibility** - Evaluation of all Workforce Locations – Report issued 3/21/22
  - Used the 2012 Texas Accessibility Standards Checklist – no issue noted
- **Equal Opportunity – WIOA Section 188 Checklist Review** – Report issued 8/25/22
  - A review was conducted of the Equal Opportunity nine elements that make up the WIOA Section 188 Checklist to ensure the Board meets the nondiscrimination and accessibility requirements for all programs for individuals with disabilities. No issue noted.
- **Local Match Contract Certifications**
  - 1<sup>st</sup> half of 2021-2022 - \$458,701.50 in Expenditures were certified and submitted to TWC.



- **Personal Identifiable Information** – All Workforce Locations – Report issued 5/18/22
  - Walk-through Checklist, interviews, and facility security – no issue noted
- **Texas Internship Initiative Review** – Education to Employment Partners – Report issued 3/17/22
  - Reviewed all eligibility files & a sample of invoices with documentation – no issue noted

## C2 Global Professional Services, LLC

### Fiscal and Program Reviews

- **One Stop & Youth Services Fiscal Review (Scope: 10/1/21 – 5/31/2022) – 6/23/22**

The review consisted of the following contractual areas:

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

**Conclusion:** no exception noted

- **C2GPS Single Audit Review** – Y/E 9/30/21 – The review had no material issues noted.

- **Procurement Compliance Review – (Scope: 10/1/20 – 2/28/22) – 4/15/22**

The scope of this procurement evaluation included a review of the following areas:

- |                                      |                         |
|--------------------------------------|-------------------------|
| ✧ Development of Procurement Request | ✧ Selection of Bidder   |
| ✧ General Procurement Requirements   | ✧ Award of the Contract |
| ✧ Procurement Bids                   | ✧ Disbursements         |

**Conclusion:** no exception noted

- **WIOA – Adult/Dislocated Worker Program Review 4/28/22**

**Findings:** The overall error rate for this review was 2%.

- One (1) customer requested Follow-up Services at exit per case note 12/30/21 yet, no Service Activity (67) Follow-up has not been opened in TWIST.
- One (1) case did not have the Service Level Plan completed in TWIST at exit.
- One (1) case had the Service Level Plan completion date as 5/31/22 in TWIST, when the actual date was 9/16/21.

**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 6/7/22**

**Findings:** The overall error rate for this review was 1.67%.

- One (1) customers file (Cabinet) did not contain the supporting documentation for the CASAS test results entered in TWIST.
- One (1) customer did not have their earned Administrative Assistant credential dated 4/4/22 entered in TWIST under the Performance Outcome Tab.

**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 – 6/21/22**

**Findings:** The overall error rate for this review was 6.69%.

- One (1) case has a case note (5/18) stating that transportation support services was issued for job search, yet the customer was employed.

- Two (2) cases did not have the customer signed Customer Rights & Complaint Resolution Procedure in the customers file (Cabinet).
- One (1) case did not have the Good Cause letter sent to the customer (4/12) in Cabinet.
- One (1) customer that obtained employment was not reported to HHSC thru Form 2583.
- One (1) case did not have documentation in Cabinet for transportation support service of \$80.
- Three (3) cases did not have Work Activity timesheets hours correctly 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.

➤ **Non-Custodial Parent (NCP) Choices Monitoring Review (3) – 3/14/22, 5/10/22 & 8/15/22**

**Findings** - The overall error rates for these three reviews was 5%, 1%, & 0% respectively.

- Three (3) cases had Transportation Support Services (SS) issued to the customer that were not entered under the SS tab in TWIST.
- One (1) case did not have a case note in TWIST/COLTS or an email immediately sent to OAG for client non-compliance with the NCP program.

**Conclusion:**

- All corrections were made in TWIST & COLTS if possible, and Cabinet to files affected.
- Ongoing training, technical assistance, and monitoring are ongoing.

➤ **SNAP E&T Review 3/17/22**

**Findings**- The overall error rate for this review was 5.09%.

- One (1) case that was penalized for non-cooperation was entered in TWIST on 2/24 with a non-cooperation date of 2/22 but should have been entered in TWIST on 2/25.
- One (1) case was entered a non-cooperation penalty on 1/10 with a non-cooperation date of 1/10 but should have been entered on 1/13 in TWIST.
- One (1) case has job search hours entered in TWIST for January week 5 and February week 1 are wrong with several entries having no documentation in Cabinet.
- One (1) case had confusing case notes as a Good Cause letter was sent on 1/31/22 yet SNAP E&T does not use GC Letter.
- Two (2) case had late case notes.
- One (1) case did not have the reconsideration entered in TWIST under the Good Cause Tab, per case note 1/28.
- One case did not have Form 1822 completed correctly notifying HHSC that the customer was participating satisfactory in the program.
- One (1) case did not have evidence that employment was reported to HHSC within 2 days as Form 1817 was not in Cabinet.
- One (1) case was not report to HHSC within 2 working days as the customer reported employment 2/28 not reported to HHSC until 3/3.

**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.

➤ **SNAP E&T Review 8/11/22**

**Findings**- The overall error rate for this review was 13.64%.

- Three (3) cases either did not mention the 30 hours per week activity requirement or mentioned only 20 + hours as the requirement in the assessment case note.
- Two (2) cases did not have a signed service plan for review.
- Two (2) ABAWD cases did not have the Workfare requirement in the assessment case note.
- Three (3) cases did not have Job Search worksheet available for review.

- One (1) case had a voucher for Transportation Support Services (SS) of \$50, but the case note, data entry in TWIST and the Transportation Authorization Request form all says \$20. Case notes on 6/16 & 6/17 contradict each other about the \$50 vs \$20 SS. \$50 was given.
- One (1) case that was penalized for non-cooperation was entered in TWIST on 6/7 with a non-cooperation date of 5/31 but should have been entered in TWIST on 6/3.
- Numerous cases have errors for Job Search and/or Career Ready hours entered in or not entered in Daily Time Tracking in TWIST.
- Numerous cases do not have Job Search Worksheets and/or Career Ready hours documented in Cabinet.
- Several cases do not have documentation for forms 1822 reporting customer participation, 1816 requesting a penalty reversal or 1817 requesting reconsideration in Cabinet.
- Several cases did not have the customers signed Service Plan in Cabinet.
- Several cases had case notes that were not clear, concise, comprehensive or accurate.
- Several cases had missing or late case notes.
- One (1) ABAWD case did not have Form 1822 sent to HHSC to report participation within 2 weeks of enrollment.
- One (1) case should not have closed. General Population 30-hour activity per week requirement had not been met as customer was only working 22 hours a week.

**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.

## BakerRipley

### Fiscal and Program Review

➤ **Child Care Fiscal Review (Scope: 10/1/21 – 6/30/22) – 7/28/22**

The review consisted of the following contractual areas:

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

**Conclusion:** no exception noted

➤ **Single Audit Review – BakerRipley Y/E 12/31/21 – The review had no material issues noted.**

➤ **Child Care File Reviews (3) – 2/16/22 (0%), 5/17/22 (1.19%), 8/31/22 (0%)**

**Finding:**

- One (1) case had the monthly income miscalculated as 16 hours of PTO income was not included in the calculation. Parent Share of Costs was not affected.

**Conclusion:**

- Staff received training on the topic of income calculations.

## **INFORMATION ONLY**

XI – 2. Financial Report as of 07/31/2022

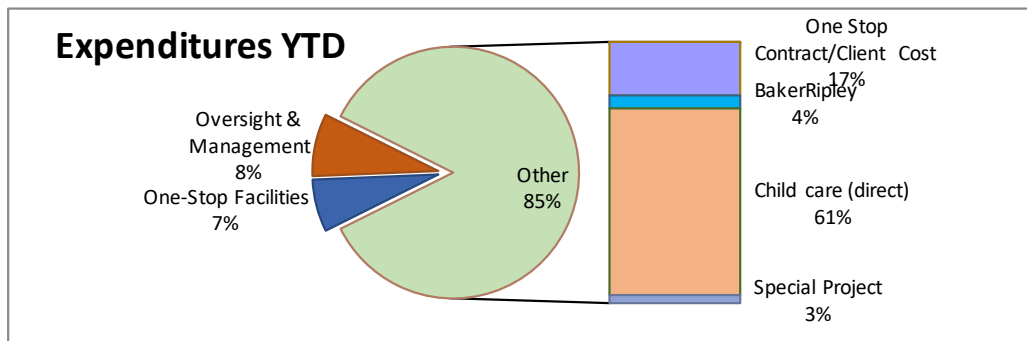
## **BACKGROUND**

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

Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum. Expenditures	Budget Balance	% Expended	TWC % Target	
<b>Expires 9/30/2022</b>									
2222NCP001	Noncustodial Parent Choices Program		9/1/21	9/30/22	\$142,403.00	\$126,431.79	\$15,971.21	89%	85%
2222RAG001	Resource Administration Grants		10/1/21	9/30/22	\$6,923.00	\$4,403.97	\$2,519.03	64%	83%
2221REA001	Reemployment Services and Eligibility Assessment		10/1/21	9/30/22	\$258,378.00	\$228,400.75	\$29,977.25	88%	83%
2222SNE001	SNAP E&T		10/1/21	9/30/22	\$1,225,818.00	\$934,714.75	\$291,103.25	76%	83%
2222TVC001	Texas Veteran's Commission		10/1/21	9/30/22	\$37,412.00	\$28,557.51	\$8,854.49	76%	83%
2222WCI002	WCI - Workforce Commission Initiatives		10/1/21	9/30/22	\$331,680.00	\$238,306.39	\$93,373.61	72%	83%
<b>Expires 10/31/2022</b>									
2222TAF001	TANF Choices		10/1/21	10/31/22	\$2,329,375.00	\$2,002,970.71	\$326,404.29	86%	77%
<b>Expires 12/31/2022</b>									
2222CCF001	Child Care		10/1/21	12/31/22	\$24,415,559.00	\$18,187,937.76	\$6,227,621.24	74%	67%
2222CCM001	Child Care Local Match		10/1/21	12/31/22	\$1,834,806.00	\$0.00	\$1,834,806.00	0%	67%
2222CCP001	Child Care - DFPS		9/1/21	12/31/22	\$1,032,900.00	\$403,826.33	\$629,073.67	39%	NA
2222TRA001	Trade Act Services for Dislocated Workers		10/1/21	12/31/22	\$18,412.00	\$0.00	\$18,412.00	0%	NA
2222WOS001	Military Family		1/1/22	12/31/22	\$54,600.00	\$38,873.29	\$15,726.71	71%	58%
2222WPA001	Wagner-Peyser Employment Services		10/1/21	12/31/22	\$84,878.00	\$56,503.86	\$28,374.14	67%	47%
<b>Expires 1/31/2023</b>									
2222ATG20	Apprenticeship Texas		2/21/22	1/31/23	\$100,000.00	\$1,839.20	\$98,160.80	2%	NA
2222EXT001	Externships for Teachers		2/9/22	1/31/23	\$166,210.00	\$122,581.90	\$43,628.10	74%	NA
<b>Expires 3/31/2023</b>									
2220NDW001	NDW - Coronavirus		5/5/20	3/31/23	\$878,655.00	\$680,458.82	\$198,196.18	77%	64%
2222CCQ001	Child Care Quality		10/1/21	3/31/23	\$1,418,516.00	\$420,417.46	\$998,098.54	30%	NA
2222CCX001	Child Care - Service Industry Recovery***		10/1/21	3/31/23	\$2,472,683.00	\$1,395,828.15	\$1,076,854.85	56%	41%
Non-TWC	Walmart - PATHS		1/1/20	3/31/23	\$300,000.00	\$128,113.06	\$171,886.94	43%	NA
<b>Expires 5/31/2023</b>									
2222TAN002	Texas Internship Initiative		2/7/22	5/31/23	\$100,000.00	\$6,677.29	\$93,322.71	7%	NA
<b>Expires 6/30/2023</b>									
2221WOA001	WIOA - PY22 Adult Allocation (Oct)		7/1/21	6/30/23	\$1,202,598.00	\$1,082,338.20	\$120,259.80	90%	91%
2221WOA001	WIOA - PY21 Adult Allocation (July)		7/1/21	6/30/23	\$311,865.00	\$297,939.48	\$13,925.52	96%	91%
2221WOD001	WIOA - PY22 Dislocated Worker Allocation (Oct)		7/1/21	6/30/23	\$1,050,767.00	\$710,990.58	\$339,776.42	68%	55%
2221WOD001	WIOA - PY21 Dislocated Worker Allocation (July)		7/1/21	6/30/23	\$263,276.00	\$247,209.42	\$16,066.58	94%	55%
2221WOY001	WIOA - PY21 Youth Allocation		7/1/21	6/30/23	\$1,584,376.00	\$1,293,038.51	\$291,337.49	82%	55%
<b>Expires 8/31/2022</b>									
Non TWC	Perkins		7/1/20	8/31/23	\$75,000.00	\$75,000.00	\$0.00	100%	NA
Non TWC	Perkins		12/1/21	8/31/23	\$80,000.00	\$28,418.16	\$51,581.84	36%	NA
Non TWC	KINGSVILLE/BEEVILLE/STAPLES VR EXPENSES		8/1/21	8/31/23	\$120,144.00	\$108,649.92	\$11,494.08	90%	NA
Non TWC	Wage Service for Paid WE 3018VRS171		8/1/20	8/31/23	\$112,500.00	\$13,007.62	\$99,492.38	12%	NA
Non TWC	3018VRS133 - STUDENT HIRABILITY (09/01/21-08/31/22)		8/1/21	8/31/23	\$105,000.00	\$59,814.38	\$45,185.62	57%	NA
Non TWC	3022VRS047		10/1/21	9/30/23	\$460,000.00	\$244,066.63	\$215,933.37	53%	NA
<b>Expires 6/30/2024</b>									
2222WOA001	WIOA - PY22 Adult Allocation (July)		7/1/22	6/30/24	\$347,949.00	\$18,526.17	\$329,422.83	5%	4%
2222WOD001	WIOA - PY22 Dislocated Worker Allocation (July)		7/1/22	6/30/24	\$390,538.00	\$0.00	\$390,538.00	0%	4%
2222WOR001	WIOA - PY22 Rapid Response		7/1/22	6/30/24	\$29,662.00	\$216.89	\$29,445.11	1%	4%
2222WOY001	WIOA - PY22 Youth Allocation		7/1/22	6/30/24	\$1,695,253.00	\$34,212.31	\$1,661,040.69	2%	4%
<b>Expires 4/30/2025</b>									
Non TWC	Upskill (Del Mar-E2E)		4/1/22	4/30/22	\$66,000.00	\$4,668.58	\$61,331.42	7%	NA

**WORKFORCE SOLUTIONS OF THE COASTAL BEND  
STATEMENT OF ACTIVITIES  
For the Month Ending  
June 30, 2022**

	FY2022 Amended Budget	Current	YTD	% Expended
<b>REVENUES</b>				
Grant revenue - federal	43,317,055	4,009,159	30,889,162	71%
Grant revenue - Non federal	30,000	384	1,638	
	<b>43,347,055</b>	<b>4,009,544</b>	<b>30,890,800</b>	<b>71%</b>
<b>EXPENSES</b>				
<b>Oversight &amp; Management</b>				
Salaries and benefits	2,161,687	192,631	1,816,341	84%
Facilities and related expense	252,006	20,474	209,566	83%
Furniture, equipment, & software	96,881	9,376	70,868	73%
General administrative expense	164,975	12,778	132,621	80%
Communication expense	63,225	3,438	31,041	49%
Professional fees and services	124,000	2,079	125,633	101%
Staff development expense	30,000	499	28,475	95%
Travel expense	50,000	(3,468)	41,810	84%
<b>Total Oversight &amp; Management Expense</b>	<b>2,942,774</b>	<b>237,806</b>	<b>2,456,354</b>	<b>83%</b>
<b>One Stop Operations</b>				
Facilities and related expense	1,797,451	331,975	1,494,714	83%
Furniture, equipment, & software	858,500	28,126	374,912	44%
General administrative expense	162,078	7,118	86,674	53%
Communication expense	175,000	17,707	102,768	59%
Professional fees and services	55,000	-	210	0%
<b>Total One Stop Operations</b>	<b>3,048,030</b>	<b>384,926</b>	<b>2,059,277</b>	<b>68%</b>
<b>Contracted services</b>	<b>37,356,251</b>	<b>3,137,876</b>	<b>26,126,233</b>	<b>70%</b>
<b>Total expense</b>	<b>43,347,055</b>	<b>3,760,608</b>	<b>30,641,864</b>	<b>71%</b>



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

For the Month Ending  
July 31, 2022

**ASSETS**

Current Assets

Cash & Cash Equivalents	\$	40,575
Money Market Account	\$	815,264
Due from TWC		3,276,127
Accounts Receivable		1,903
CREDIT CARD AP		(49,522)
Prepaid Expense		138,028
Other Assets		33,008
Total Current Assets	\$	4,255,383

Fixed Assets

Building Improvements	\$	1,904,457
Furniture and Equipment		235,839
Less Accumulated Depreciation		(1,813,002)
Net Fixed Assets	\$	327,294

**Total Assets**

**\$ 4,582,677**

**LIABILITIES**

Current Liabilities

Accounts Payable	\$	3,550,637
Accrued Expense		371,265
Accrued Vacation		89,953
Total Current Liabilities	\$	4,011,855

**NET ASSETS**

Unrestricted-Non-Federal Fund	\$	261,033
Temporarily Restricted-Ticket to Work/Other		(17,505)
Investment in Fixed Assets		327,294
Total Net Assets	\$	570,822

**Total Liabilities and Net Assets**

**\$ 4,582,677**

## **INFORMATION ONLY**

XI – 3. Facilities Updates

## **BACKGROUND INFORMATION**

Board Professionals will provide update on:

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



## **INFORMATION ONLY**

XI – 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

Ongoing Procurements	Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
RFP for General Contractor Services (Mission Plaza Phase II)	July 25, 2022	October 1, 2022	\$1,000,000	YES	Contractor selected, awaiting Executive Committee approval to enter into negotiations and execute contract.

Future Procurements	Anticipated Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
RFQ for 401K Bundled Services	TBD	TBD	TBD	YES	
RFQ for Commercial Real Estate Broker Services	TBD	TBD	TBD	Unknown	

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

## SUBRECIPIENT/CONTRACTOR LOG 2021-2022

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
C2 Global Professional Services, LLC	Master	Management and Operation of Workforce Centers (and Youth Development Services)	\$7,030,157.28	Renewal 2 of 3	10/1/21 – 09/30/22
		Amendment #1 – To increase budget by \$539,812.65 Amendment #2 – To decrease budget by \$62,792.92 Amendment #3 – To increase budget by \$252,516.63 and add Externships for Teachers to the statement of work.			
BakerRipley	Master	Direct Child Care Services	\$19,680,981.19	Year 1 (3 renewals)	10/1/21 – 09/30/22

## PROFESSIONAL & CONSULTING SERVICES

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Wood, Boykin, & Wolter, P.C.	Master	Legal Services	\$25,000	Renewal 2 of 3	10/1/21 – 9/30/22
Alonzo, Bacarisse, Irving, & Palmer, P.C.	Agmt	Financial Audit Services	\$41,175	Renewal 1 of 1	10/1/21 – 9/30/22
CLK Architects & Associates	Master	Architecture, Design & Certified Space Planning Services	NTE \$124,865	Year 1 (3 renewals)	10/1/21 – 9/30/22
Marshall Company, Ltd.	Master	General Contractor Services – Mission Plaza Phase 1	\$854,605	Year 1 (3 renewals)	2/28/22 – 9/30/22
Vertical Computers	Master	IT Professional Services	\$100,000	Year 1 (3 renewals)	5/27/22 – 9/30/22

## SUBRECIPIENT/CONTRACTOR LOG 2021-2022

### LEASE AGREEMENTS

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
PAK 56 Plaza LLC, SGT 44 Pirate LLC	Master	Lease Agreement for Center Office in Pirate Plaza, Sinton	\$5,216.67 / month ≈ 3,650 sq ft/ \$1.43	Year 5 of 5 <i>early Termination with 90-day written notice</i>	1/01/22 – 12/31/22
Texas Workforce Commission	Master	Building Use Lease Agreement for Staples Center, Corpus Christi	≈ 22,616 sq ft		10/1/21 – 9/30/22
Coastal Bend College	Master	Lease Agreement for Office Space Beeville One-Stop Center	\$4,084.50 <i>Base Rent</i>	Year 1 (3 renewals) <i>Pending</i>	10/1/21 – 9/30/22
Coastal Bend College	Master	Lease Agreement for Office Space Alice One-Stop Center	<b>\$34,902</b> <i>Base Rent</i>	<b>Year 2 of 4</b>	<b>2/1/22 – 1/31/23</b>
Coastal Bend College	Master	Lease Agreement for Office Space Kingsville One-Stop Center	<b>\$40,710.60</b> <i>Base Rent</i>	<b>Year 2 of 4</b>	<b>5/1/22 – 4/30/23</b>
B-Y Mission Plaza CC, LTD	Master	Shopping Center Lease Agreement for Center, Corpus Christi	\$24,973 / month ≈ 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 2 of 11	4/10/21 - 12/31/32

## SUBRECIPIENT/CONTRACTOR LOG 2021-2022

### OTHER CONTRACTS/AGREEMENTS

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Sec Ops, Inc.	Master	Security Guard Services	\$100,000	Renewal 1 of 2	10/1/21 – 9/30/22
Frost Bank	Master	Banking Services	Fee Based	Renewal 2 of 3 <i>Pending</i>	10/1/21 – 9/30/22
The Safeguard System, Inc.	Master	Fire and Security Alarm Monitoring, Testing, & Maintenance Services	\$10,000	Renewal 1 of 2	10/1/21 – 9/30/22
Time Warner Cable	Master	Dedicated Access Service Lines Agreement	\$575.00 / month HUB lines to local center sites & \$774 / month 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
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	Renewal 1 of 2	10/1/21 – 9/30/22
County of Kleberg Human Services	Agmt	Transportation Assistance Services to Kleberg and Kenedy Counties	NTE \$5,000	Renewal 1 of 2	10/1/21 – 9/30/22
Valero Payment Services Company	Master	Purchase of Gas Cards for Program Participants	NTE \$204,000	Renewal 2 of 3	10/1/21 – 9/30/22
Economic Modeling, LLC (EMSI)	Master	Economy and LMI Tool	Developer Agreement \$16,000  Career Coach Agreement \$7,500	Renewal 1 of 2	10/1/21 – 9/30/22
The Clower Company	Agmt	Commercial Real Estate Brokerage Services	Broker fees paid by seller/landlord	Renewal 3 of 3	10/1/21 – 9/30/22

## SUBRECIPIENT/CONTRACTOR LOG 2021-2022

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
M&Rs Elite Janitorial Solutions, LLC	Master	Janitorial Cleaning Services (Career Centers in Corpus Christi & Sinton)	\$200,000	Renewal 2 of 3	10/1/21 – 9/30/22
JDB Public Relations	Master	Executive Coaching and Leadership Services	NTE \$28,500 + travel expenses	Renewal 1 of 1	10/1/21 – 9/30/22
Education to Employment Partners	Master	Texas Internship Initiative	\$90,910	Year 1	4/1/22 – 5/31/23
Amendment #1 – To decrease budget by \$1 with changes to various expenditure line item amounts.					
A+ Center for Education, LLC	Master	Child Care Professional Development Training Services	\$18,000	Renewal 1 of 1	11/30/21 – 9/30/22
Amendment #1 – To revise Statement of Work by adding a second professional development training activity and to revise Budget by increasing amount by \$1,800. Amendment #2 – To revise Statement of Work by adding a third professional development training activity and to revise Budget by increasing amount by \$1,800. Amendment #3 – To revise Statement of Work by adding a fourth professional development training activity and to revise Budget by increasing amount by \$1,800. Amendment #4 – To revise Statement of Work by adding professional development training activities and to revise Budget by increasing amount by \$3,600. Amendment #5 - To revise Statement of Work by adding professional development training activities and to revise Budget by increasing amount by \$3,600. Amendment #6 - To revise Statement of Work by adding professional development training activities and to revise Budget by increasing amount by \$1,800. Amendment #7 - To revise Statement of Work by adding professional development training activities and to revise Budget by increasing amount by \$1,800.					
Enlightenment Consulting, LLC	Master	Child Care Professional Development Training Services	\$3,600	Renewal 1 of 1	2/19/22 – 9/30/22
Amendment #1 – To revise Statement of Work by adding a second professional development training activity and to revise Budget by increasing amount by \$1,200. Amendment #2 – To revise Statement of Work by adding a third professional development training activity and to revise Budget by increasing amount by \$1,200. Amendment #3 – To revise Statement of Work by adding a fourth professional development training activity and to revise Budget by increasing amount by \$1,200.					

## SUBRECIPIENT/CONTRACTOR LOG 2021-2022

NAME	ID#	ACTIVITY	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
C2 Global Professional Services	Master	Summer Earn and Learn (SEAL) Program	\$437,000		3/1/22 – 8/30/22
Education to Employment Partners	Master	Externships for Teachers	\$45,900		3/1/22 – 8/30/22
iCare Training	Master	Child Care Professional Development Training Services	\$1,500	Renewal 1 of 1	7/23/22 – 9/30/22
	Amendment #1 – To revise Statement of Work by adding a second professional development training activity and to revise Budget by increasing amount by \$750.				
Integrity Training & Professional Services	Master	Child Care Professional Development Training Services	\$750	Renewal 1 of 1	7/23/22 – 9/30/22
KAS Consulting Group	Master	Child Care Professional Development Training Services	\$3,000	Renewal 1 of 1	7/23/22 – 9/30/22
	Amendment #1 – To revise Statement of Work by adding a second professional development training activity and to revise Budget by increasing amount by \$1,500.				

## TWC GRANTS & CONTRACTS LOG 2021–2022

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.	Non-Financial	2/1/20 – 9/30/22
	Amendment #2 – Revisions to definitions, various sections and certifications.			
TX-34 Disaster Recovery Dislocated Worker Grant – COVID -19	2220NDW001	To assist affected individuals residing in the local Workforce Development Board affected by COVID-19. Considered to be supplemental resources that provide flexibility to communities in responding to and recovering from unexpected events that cause large-scale job loss that exceed the capacity of the state and local area to address with formula resources.	<b>\$878,655</b>	5/5/20 – 3/31/23
	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. Amendment #2 – Revised statement of work financial requirements. Amendment #3 – Revised statement of work project requirements. Amendment #4 – Revised statement of work project requirements, uniform administrative requirements and decreased (voluntary return) award amount by \$503,317. Amendment #5 – Revised statement of work project requirements, uniform administrative requirements and extending grant period end date to 3/31/23. Amendment #6 -Revised uniform administrative requirements and award amended to reflect voluntary deobligation of \$142,493.			
Workforce Innovation and Opportunity Act – Dislocated Worker	2221WOD001	To provide funds to support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,314,043	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			
Workforce Innovation and Opportunity Act – Adult	2221WOA001	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.	\$1,514,463	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			



## TWC GRANTS & CONTRACTS LOG 2021–2022

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Workforce Innovation and Opportunity Act – Youth	2221WOY001	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.	\$1,584,376	7/1/21 – 6/30/23
	Amendment #1 – Revised general terms and conditions and special federal award terms and conditions.			
Apprenticeship Texas Expansion	2222ATG001	To build registered apprenticeship into mainstream education pathway option to help maintain prominence in building the strongest, most adaptable, and most credentialed workforce. Includes apprenticeships in industries such as IT, Healthcare, Advanced Manufacturing, Skilled Trades, and Cybersecurity Services.	\$100,000	2/1/22 – 1/31/23
Texas Department of Family and Protective Services (DFPS) Child Care	2222CCP001	To purchase child care services for children who are deemed eligible and authorized for services by DFPS.	\$0	9/1/21 – 12/31/22
	Amendment #1 – Revised general terms and conditions and statement of work project requirements.			
Child Care Services Formula Allocation	2222CCF001	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.	\$24,415,559	10/1/21 – 9/30/22
	Amendment #1 - Revised general terms and conditions, special federal award terms and conditions, statement of work – project requirements, uniform administrative requirements, and grant award increased by \$4,700,010.			
	Amendment #2 – Revised to increase grant award by \$1,256,693. Amendment #3 – Revised grant end period.			
CCDF Quality Improvement Activity	2222CCQ001	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.	\$1,418,516	10/1/21 – 3/31/23
	Amendment #1 – Revised statement of work – project requirements, financial requirements, uniform administrative requirements, and to extend grant period from 10/31/22 to 3/31/23.			
Service Industry Recovery (SIR) Child Care	2222CCX001	Child Care services are provided to families who meet the eligibility criteria. These direct child care services allow SIR parents to work, and contribute to the state's COVID economic recovery.	\$9,796,797	10/1/21 – 3/31/23
Externship for Teachers	2222EXT001	To be the lead organization for implementing the 7 <sup>th</sup> Annual Youth Opportunities Unlimited (YOU) Learn! Educator Externship program (EdEx) in Summer 2022.	\$166,210	2/9/22 – 1/31/23

## TWC GRANTS & CONTRACTS LOG 2021–2022

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Noncustodial Parent Choices Program	2222NCP001	Employment program that targets low-income, unemployed, or underemployed NCPs who are behind on their child support payments. Goals of the program are to help NCPs to become economically self-sufficient while also making consistent child care payments.	\$142,403	9/1/21 – 9/30/22
Resource Administration Grant	2222RAG001	To acquire and support shared facilities and in those facilities, to acquire goods and services that support access to and use of common equipment, hardware platforms, consumables, and telecommunications networks amongst Board, Agency, and workforce service provider staff.	\$6,923	10/1/21 – 9/30/22
Reemployment Services and Eligibility Assessment	2222REA001	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. This program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.	\$258,378	10/1/21 – 9/30/22
	Amendment #1 – Updated version of special federal award terms and conditions.			
Supplemental Nutrition Assistance Program Employment & Training	2222SNE001	To provide SNAP recipients employment and training activities that will lead to long-term self-sufficiency inclusive of co-enrollments in other Board administered programs that will assist the recipient in gaining employment.	\$1,225,818	10/1/21 – 9/30/22
	Amendment #1 – Revised uniform administrative requirements and grant award increased by \$349,001. Amendment #2 – Revised uniform administrative requirements and grant award increased by \$349,001.			
Temporary Assistance for Needy Families/Choices	2222TAF001	To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.	\$2,329,375	10/1/21 – 10/31/22
	Amendment #1 – Revised statement of work – project requirements. Amendment #2 - Revised statement of work – project requirements.			
Texas Internship Initiative	2222TAN02	Recruit, train, place, monitor and evaluate 40 high school student interns in high-demand STEM fields, including accounting, business management/operations, construction management, engineering, healthcare and information technology.	\$100,000	2/7/22 – 5/31/23
Trade Act Services for Dislocated Workers	2222TRA001	To fund required remedial skills training, allowable prerequisite training, and vocational training costs for eligible trade certified dislocated workers. Activities under this grant must seamlessly integrate industry and employer needs with the preparation of job seekers for the transition to new and sustainable employment.	\$18,412	10/1/21 – 12/31/22

## TWC GRANTS & CONTRACTS LOG 2021–2022

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Texas Veterans Commission – Resource Administration Grant	2222TVC001	To acquire and support shared facilities and in those facilities, to acquire goods and services that support access to and use of common equipment, hardware platforms, consumables, and telecommunications networks amongst Board and Texas Veterans Commission (TVC) employees.	\$37,412	10/1/21 – 9/30/22
Workforce Commission Initiatives	2222WCI002	To fund projects that strengthen and add value to the delivery system in its workforce area.	\$331,680	10/1/21 – 5/31/23
	Amendment #1 – Revised GTC table of contents, statement of work project & financial requirements, uniform administrative requirements, special federal award terms and conditions & increased grant amount by \$61,110.			
	Amendment #2 – Revised statement of work project requirements, uniform administrative requirements and grant award increased by \$84,761			
	Amendment #3 – Revised statement of work project & financial requirements.			
	Amendment #4 – Revised statement of work project, financial & uniform administrative requirements and amending the grant end date to May 31, 2023.			
Amendment #5 - Revised statement of work project requirements, Attachment A-1.				
Workforce Innovation and Opportunity Act – Adult	2222WOA001	To provide job seekers and workers with the high-quality career services, education, 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.	\$1,617,444	7/1/22 – 6/30/24
Workforce Innovation and Opportunity Act – Dislocated Worker	2222WOD001	To support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,708,397	7/1/22 – 6/30/24
Amendment #1 – Revised statement of work - financial requirements.				
Workforce Innovation and Opportunity Act – Rapid Response	2222WOR001	To support the planning and delivery of Rapid Response services to dislocated workers, including trade-affected workers.	\$29,662	7/1/22 – 6/30/23
Military Family Support	2222WOS001	To better meet the needs of military spouses entering the job market from military installations in Texas. The program will provide enhanced job search assistance, assessment of skills, LMI, resume writing, interview skills, and if funding is available, to support training in high-demand occupations.	\$54,600	1/1/22 – 12/31/22
Wagner-Peyser Employment Services	2222WPA001	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services into the Workforce Solutions Offices.	\$84,878	10/1/21 – 12/31/22
Amendment #1 - Revised statement of work - project & financial requirements.				

## TWC GRANTS & CONTRACTS LOG 2021–2022

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Vocational Rehabilitation Integration Agency Contract - Infrastructure Cost Reimbursement Agreement	2223COL001	Infrastructure Cost Reimbursement Agreement for services pertaining to co-locating and integrating VR staff at WFSCB offices. Reimburses initial start-up, reoccurring monthly and shared VR costs.	\$120,144	9/1/22 – 10/31/23

# INFORMATION ONLY

XI – 5. Performance Measure Update BCY 2021 – 2022

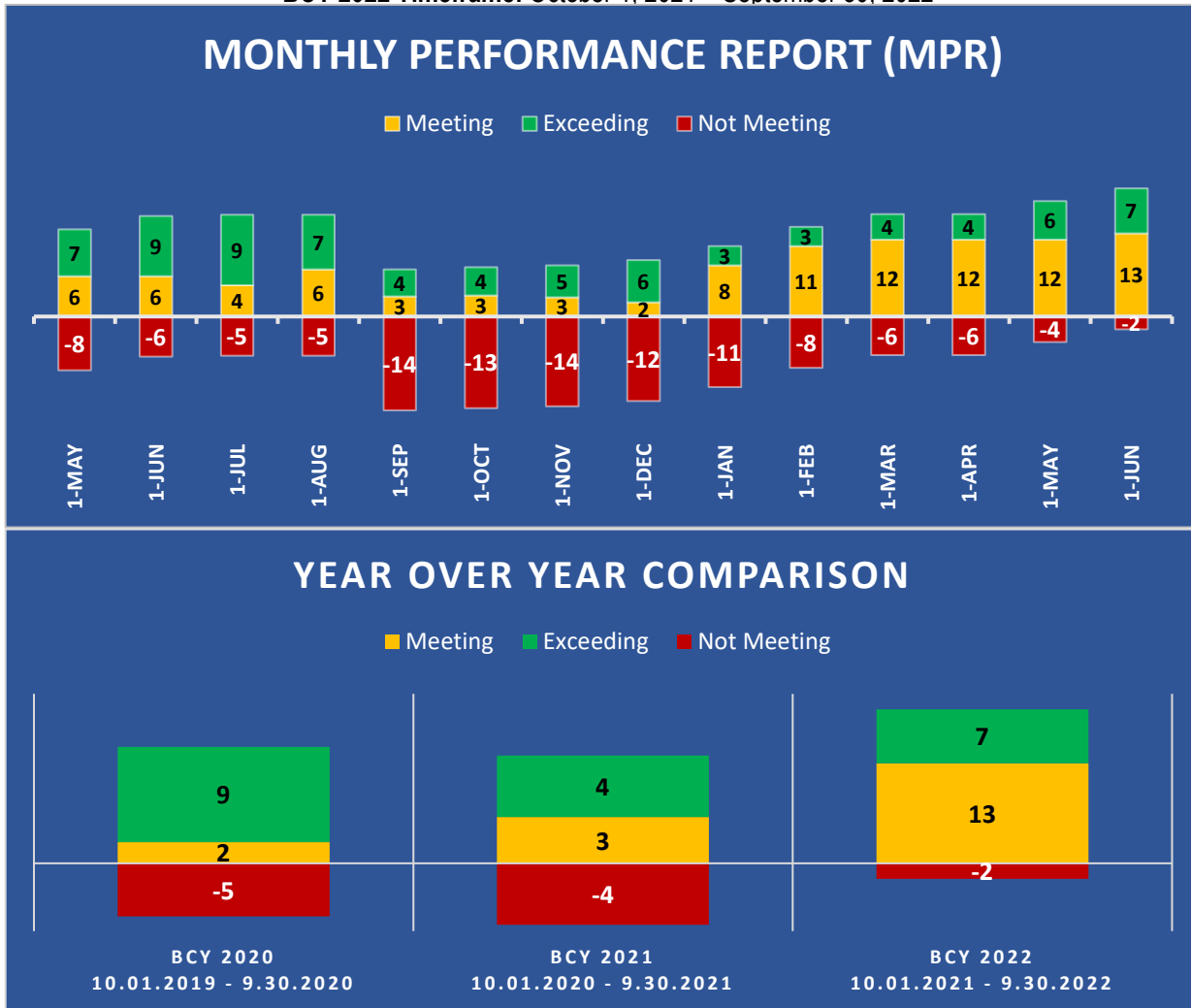
## BACKGROUND INFORMATION

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
<b>+P</b> (Exceeding) – Meeting performance – Greater than 105%	<b>+P</b> (Exceeding) – Meeting performance – Greater than 110%
<b>MP</b> – Meeting performance – Greater than 97.5% and Equal to or Less than 105%	<b>MP</b> – Meeting performance – Greater than 95% and Equal to or Less than 110%
<b>MP</b> – Meeting at Risk – Equal to or Greater than 95% and Equal to or Less than 97%	<b>MP</b> – Meeting at Risk – Equal to or Greater than 90% and Equal to or Less than 95%
<b>-P</b> – Not meeting performance – Less than 95%	<b>-P</b> – Not meeting performance – Less than 90%

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.

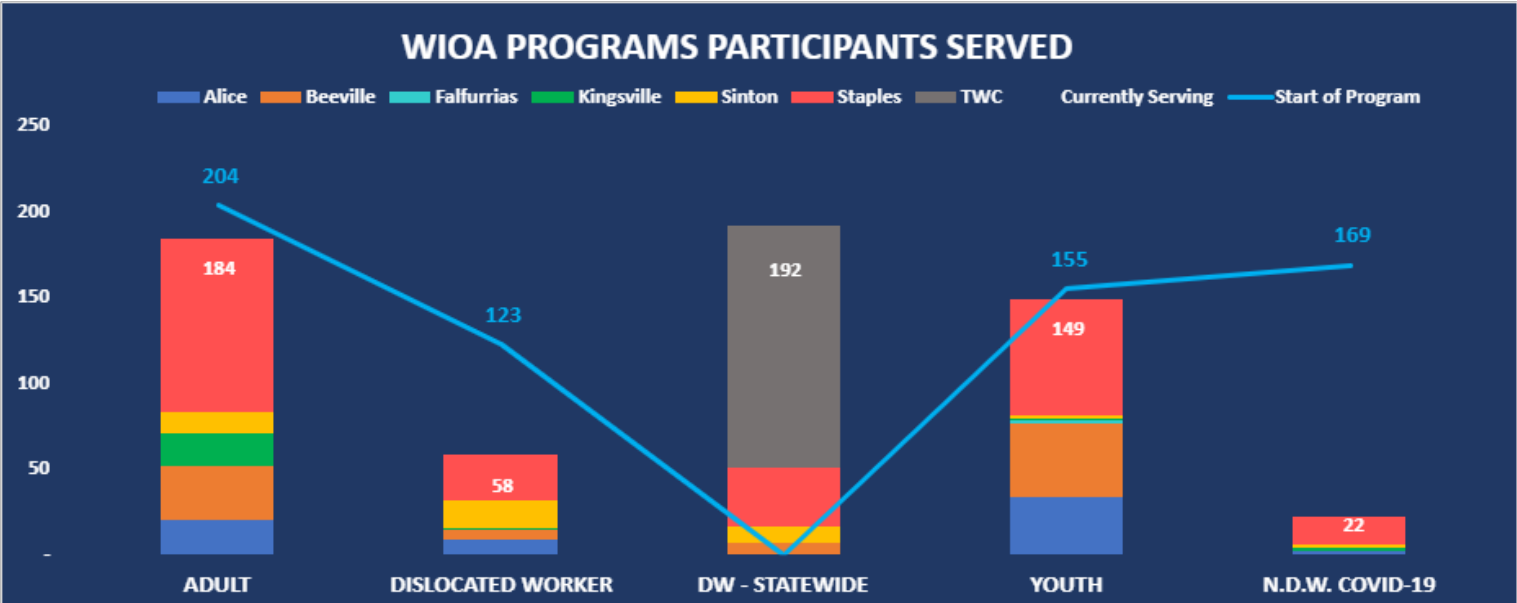
CHOICES performance continues to trend-up month over month. Team continues working with CHOICES customers as they are placed in work activities that will count positive towards performance. October 2021 monthly performance at 16.67%; July 2022 monthly performance at 73.91%.

**INFORMATION ONLY**

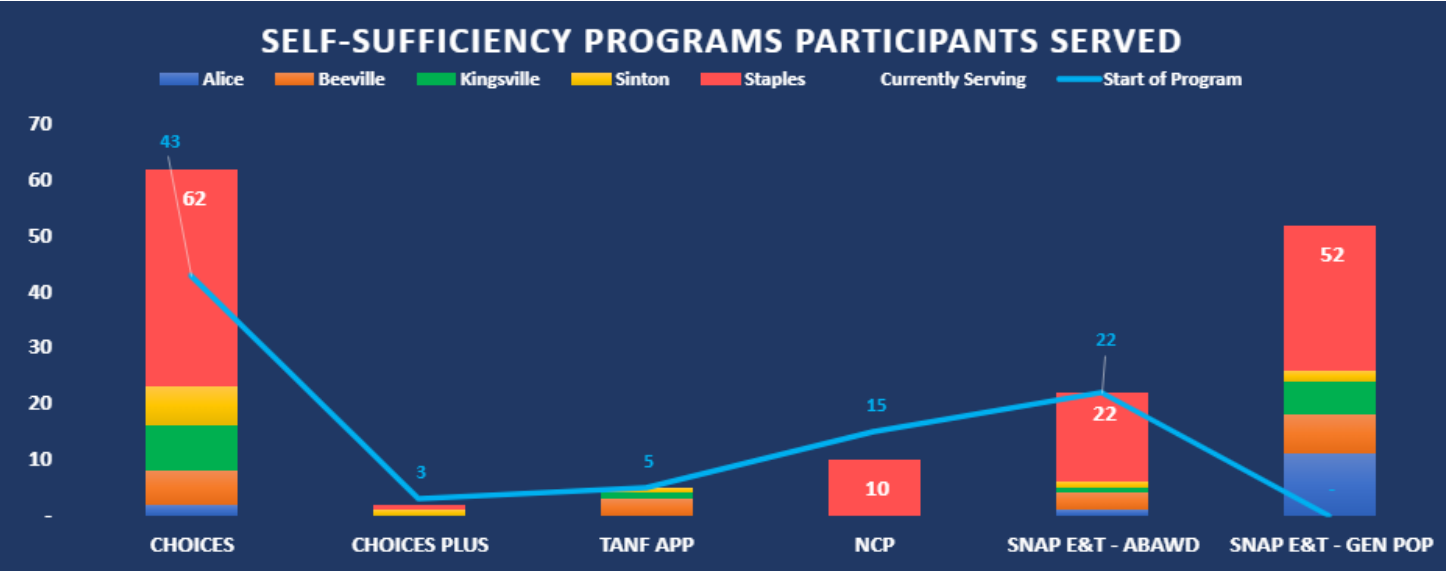
XI – 5. Performance Measure Update BCY 2021 – 2022 – Continued

**BACKGROUND INFORMATION**

**Caseload Report Update – 758 Participants Currently Being Served**

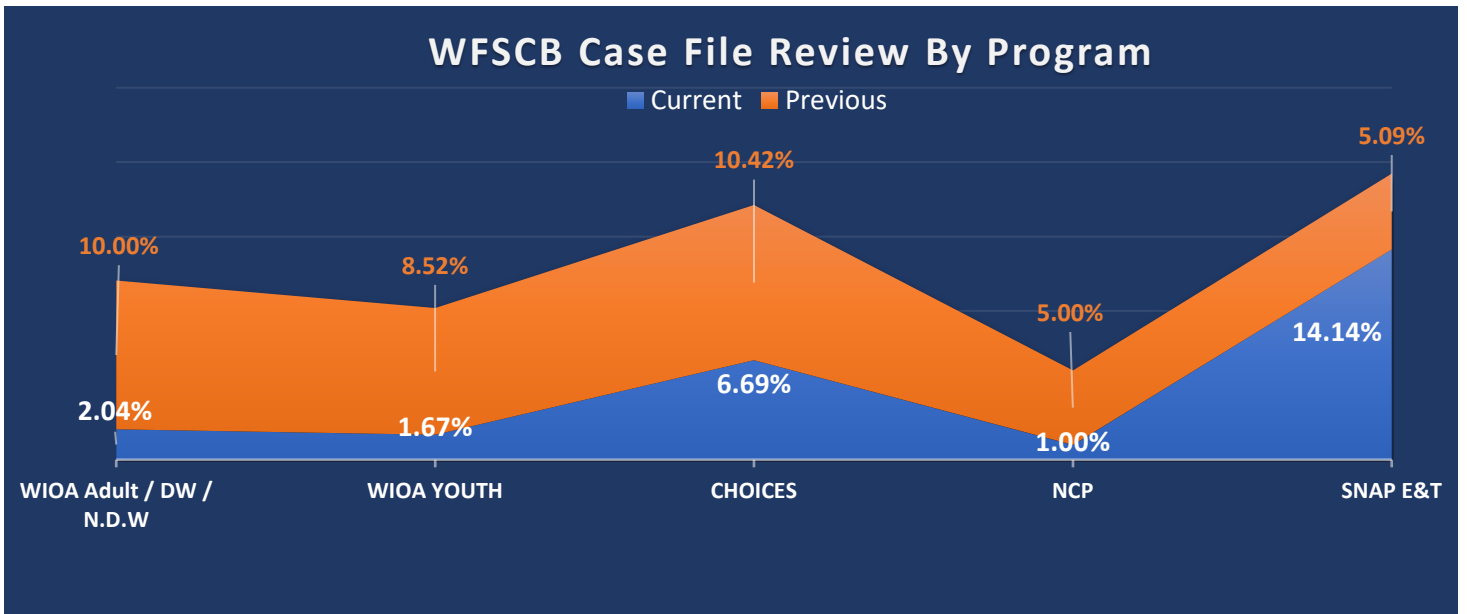
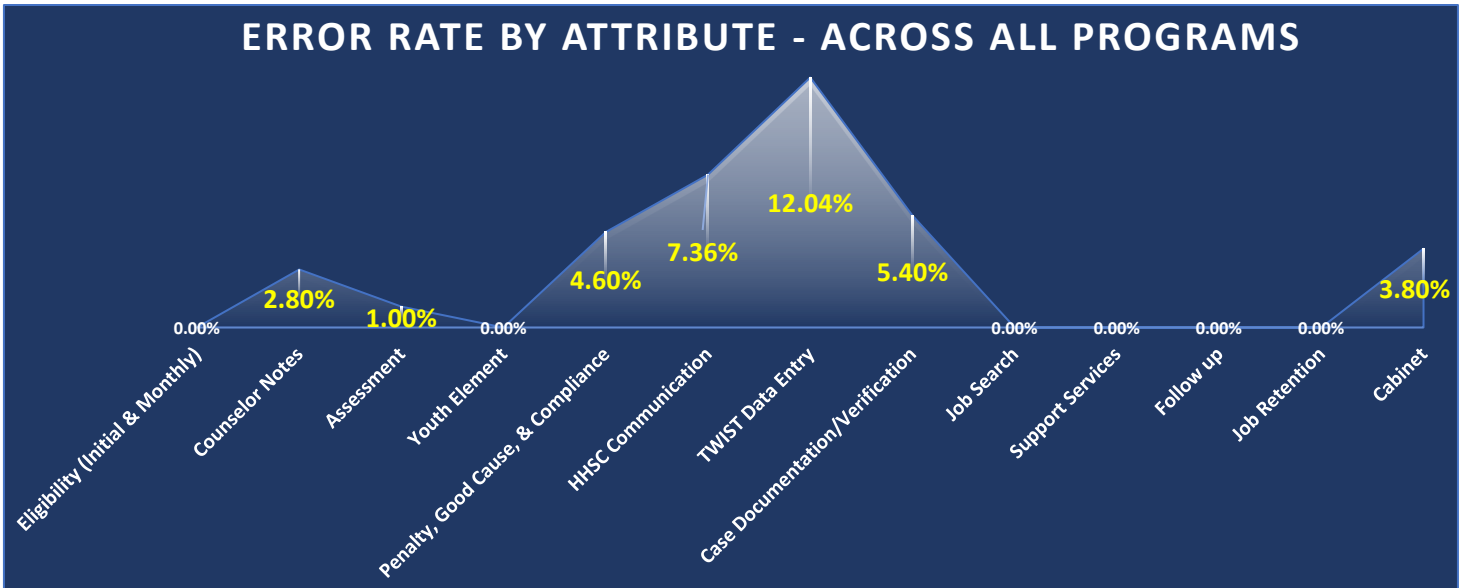


Total WIOA Participants: 605



Total Self-Sufficiency Participants: 153

## Quality Assurance Update





## INFORMATION ONLY

### XI – 6. Local Labor Market Information

## BACKGROUND INFORMATION

### Jobs and Employment Report

In August 2022, unemployment rates for the Corpus Christi MSA (5.5%) and Coastal Bend region (5.6%), both fell by two-tenths of a percent (-0.2%) for the month while decreasing (-1.3%) and (-1.5%) respectively over the year.

Industry growth in the Corpus Christi MSA increased by 5,300 jobs over the year with the largest increase being attributed to the Leisure and Hospitality industry adding 2,100 jobs followed by the Education and Health Services industry adding 1,000 jobs over the year. These job increases are largely tied to the restaurant industry as management and frontline worker hirings increased over the year along with nursing occupations in the Health Care industry.

Jobs in the Health Care industry remain in high demand as Registered Nurses, Physicians, Licensed Vocational Nurses, and Nursing Assistants are among the Top 10 job postings as listed in WorkinTexas.com.

## BACKGROUND

Local Labor Market information for August 2022 is included on pages 56-58.

# Coastal Bend Workforce Area

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

Area	Area Type	Latest Monthly Data August 2022						Previous Monthly Data July 2022				Year Ago August 2021			
		Labor Force	Employment	Unemployment	Rate	M+-	Y+-	Labor Force	Employment	Unemployment	Rate	Labor Force	Employment	Unemployment	Rate
United States	Nation	164,746,000	158,732,000	6,014,000	3.7	0.2	-1.5	163,960,000	158,290,000	5,670,000	3.5	161,505,000	153,167,000	8,556,000	5.2
Texas	State	14,595,980	14,001,159	594,821	4.1	0.1	-1.3	14,584,437	13,995,232	589,205	4.0	14,269,081	13,500,355	768,726	5.4
Corpus Christi	MSA	201,550	190,420	11,130	5.5	-0.2	-1.5	203,599	192,039	11,560	5.7	202,085	187,909	14,176	7.0
Coastal Bend	WDA	254,193	239,913	14,280	5.6	-0.2	-1.7	256,925	241,948	14,977	5.8	255,818	237,231	18,587	7.3
Aransas	County	9,261	8,726	535	5.8	-0.1	-1.4	9,370	8,819	551	5.9	9,285	8,618	667	7.2
Bee	County	8,720	8,105	615	7.1	-0.3	-1.5	8,826	8,169	657	7.4	9,203	8,412	791	8.6
Brooks	County	2,437	2,286	151	6.2	-0.9	-2.9	2,504	2,326	178	7.1	2,481	2,255	226	9.1
Duval	County	5,445	5,178	267	4.9	-0.5	-3.0	5,511	5,212	299	5.4	5,496	5,064	432	7.9
Jim Wells	County	15,328	14,296	1,032	6.7	-0.6	-3.0	15,517	14,377	1,140	7.3	15,530	14,028	1,502	9.7
Kenedy	County	189	180	9	4.8	0.5	-1.5	207	198	9	4.3	191	179	12	6.3
Kleberg	County	12,787	12,101	686	5.4	-0.3	-1.8	12,900	12,168	732	5.7	12,892	11,960	932	7.2
Live Oak	County	4,712	4,478	234	5.0	0.1	-1.6	4,792	4,556	236	4.9	4,885	4,562	323	6.6
Nueces	County	163,087	154,512	8,575	5.3	-0.1	-1.4	164,607	155,734	8,873	5.4	163,476	152,494	10,982	6.7
Refugio	County	3,025	2,869	156	5.2	-0.2	-1.1	3,069	2,903	166	5.4	3,055	2,862	193	6.3
San Patricio	County	29,202	27,182	2,020	6.9	-0.3	-1.7	29,622	27,486	2,136	7.2	29,324	26,797	2,527	8.6

(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):

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

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

<b>Less than 9<sup>th</sup> grade</b>	<b>8.7%</b>	<b>12<sup>th</sup> grade &amp; GED</b>	<b>27.7%</b>	<b>Associates degree</b>	<b>7.0%</b>	<b>Graduate or Professional degrees</b>	<b>8.4%</b>
<b>9<sup>th</sup> thru 11<sup>th</sup> grade</b>	<b>9.3%</b>	<b>Some College</b>	<b>25.1%</b>	<b>Bachelor's degree</b>	<b>13.8%</b>		

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

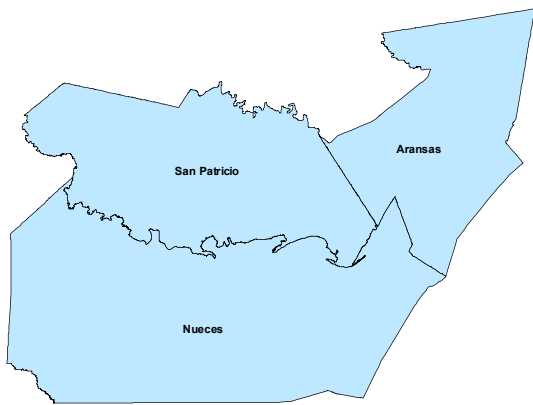
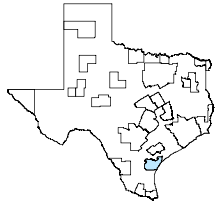
<b>Less than High School</b>	<b>\$15,437</b>	<b>Some College or Associates</b>	<b>\$28,739</b>	<b>Graduate or Professional</b>	<b>\$56,681</b>
<b>High School &amp; GED</b>	<b>\$26,818</b>	<b>Bachelor's</b>	<b>\$44,078</b>		

A proud partner of the AmericanJobCenter<sup>®</sup> 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)**

## Corpus Christi MSA

August 2022



### MSA Labor Force Statistics

	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	201,550	203,599	202,085	-535
Employed	190,420	192,039	187,909	2,511
Unemployed	11,130	11,560	14,176	-3,046
Unemployment Rate	5.5%	5.7%	7.0%	-1.5%

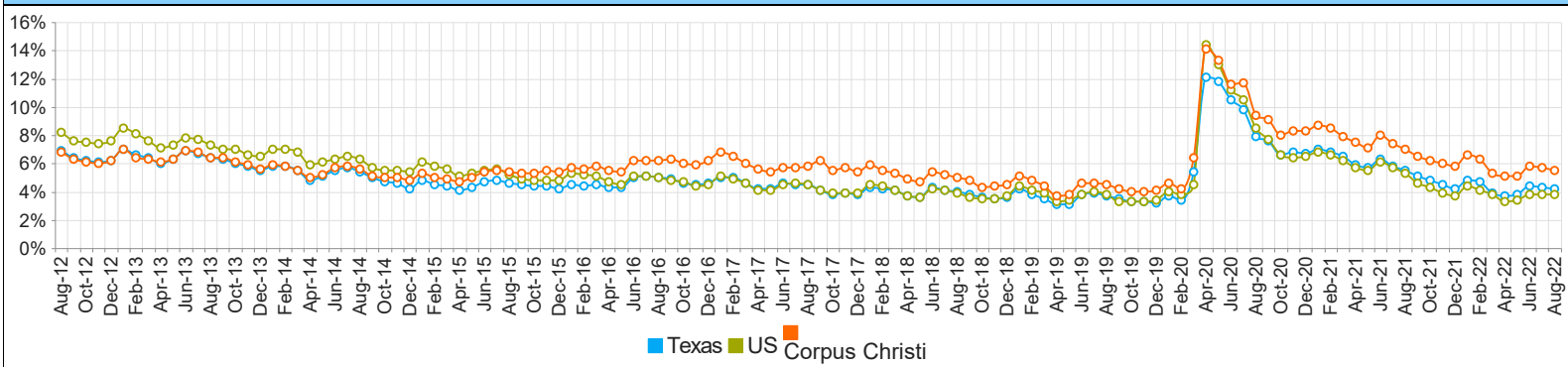
### Texas Labor Force Statistics

	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	14,541,496	14,603,777	14,237,859	303,637
Employed	13,934,375	13,971,345	13,456,558	477,817
Unemployed	607,121	632,432	781,301	-174,180
Unemployment Rate	4.2%	4.3%	5.5%	-1.3%

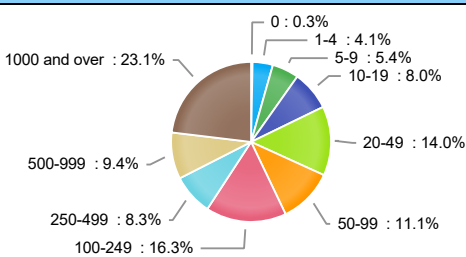
### US Labor Force Statistics

	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	164,971,000	165,321,000	161,788,000	3,183,000
Employed	158,714,000	159,067,000	153,232,000	5,482,000
Unemployed	6,256,000	6,255,000	8,556,000	-2,300,000
Unemployment Rate	3.8%	3.8%	5.3%	-1.5%

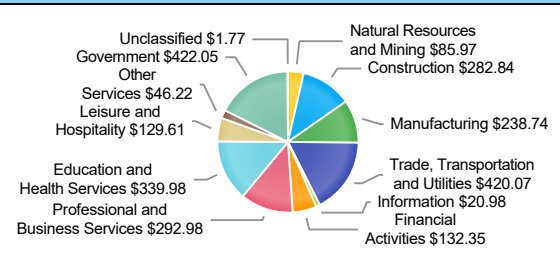
### Historical Unemployment Rates



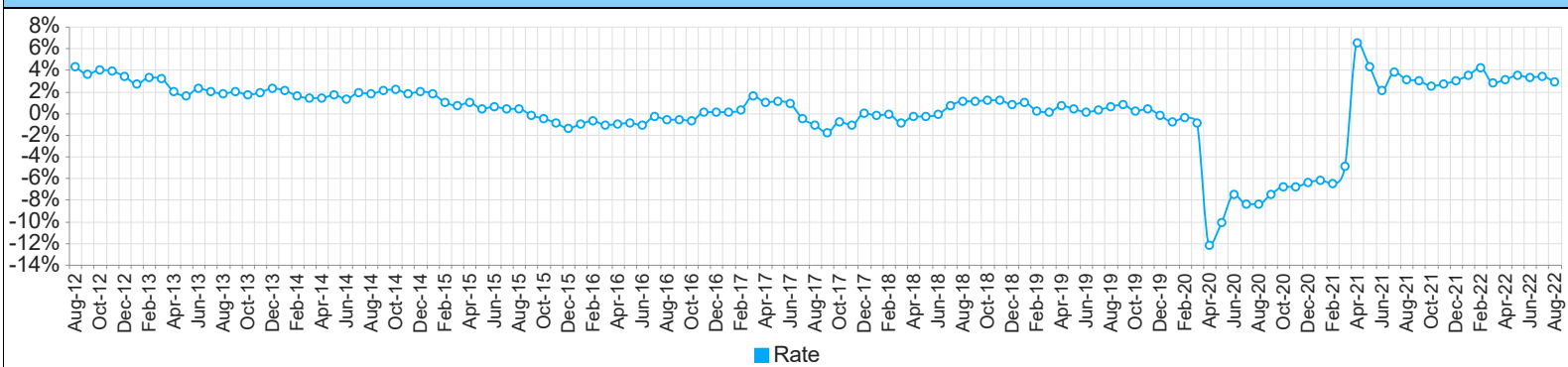
### Employment by Size Class (1st Quarter 2022)



### Wages by Industry (in millions) (1st Quarter 2022)



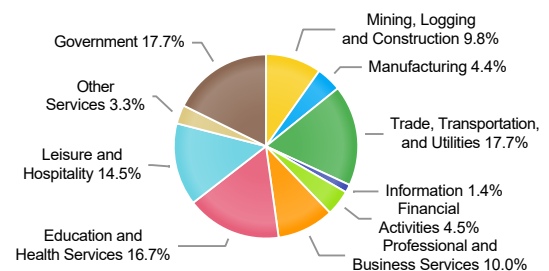
### Annual Growth Rate Total Non-agricultural employment



### Employment by Industry (August 2022)

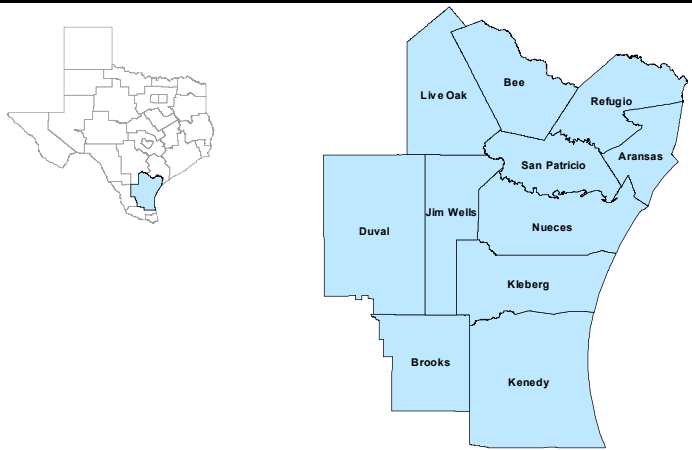
Industry	Current Month Employment	% Monthly Change	% Yearly Change
Total Nonfarm	189,700	-0.6%	2.9%
Mining, Logging and Construction	18,500	-2.1%	-0.5%
Manufacturing	8,400	0.0%	3.7%
Trade, Transportation, and Utilities	33,600	-0.3%	1.2%
Information	2,700	0.0%	3.8%
Financial Activities	8,600	0.0%	2.4%
Professional and Business Services	18,900	0.0%	4.4%
Education and Health Services	31,600	0.0%	3.3%
Leisure and Hospitality	27,600	-1.1%	8.2%
Other Services	6,300	1.6%	5.0%
Government	33,500	-1.5%	0.6%

### Employment by Industry (August 2022)



## Coastal Bend Workforce Development Area

August 2022



WDA Labor Force Statistics				
	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	254,193	256,925	255,818	-1,625
Employed	239,913	241,948	237,231	2,682
Unemployed	14,280	14,977	18,587	-4,307
Unemployment Rate	5.6%	5.8%	7.3%	-1.7%

Texas Labor Force Statistics				
	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	14,541,496	14,603,777	14,237,859	303,637
Employed	13,934,375	13,971,345	13,456,558	477,817
Unemployed	607,121	632,432	781,301	-174,180
Unemployment Rate	4.2%	4.3%	5.5%	-1.3%

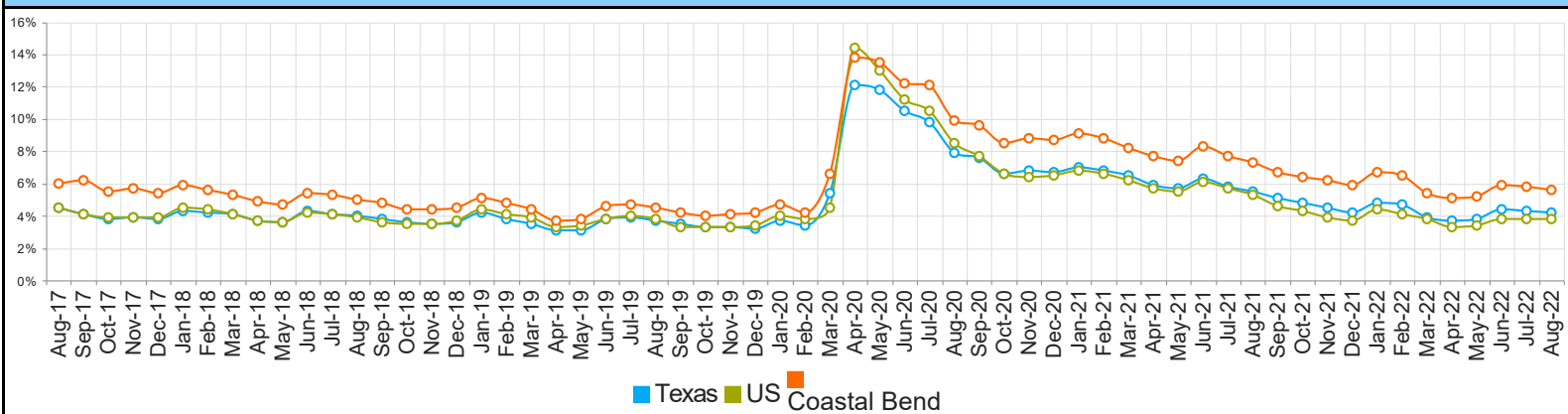
  

US Labor Force Statistics				
	Aug-22	Jul-22	Aug-21	Yearly Change
Civilian Labor Force	164,971,000	165,321,000	161,788,000	3,183,000
Employed	158,714,000	159,067,000	153,232,000	5,482,000
Unemployed	6,256,000	6,255,000	8,556,000	-2,300,000
Unemployment Rate	3.8%	3.8%	5.3%	-1.5%

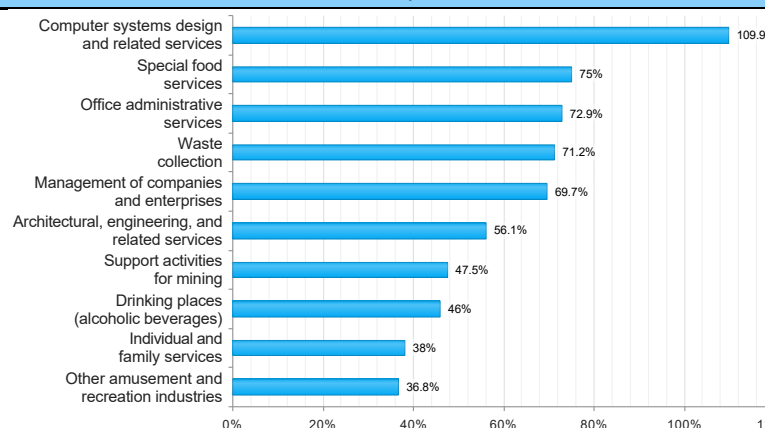
  

Continued Claims for the Week of the 12th				
	Aug-22	Jul-22	Aug-21	Yearly Change
WDA	1,730	1,908	3,038	-1,308
Texas	79,631	85,427	126,937	-47,306

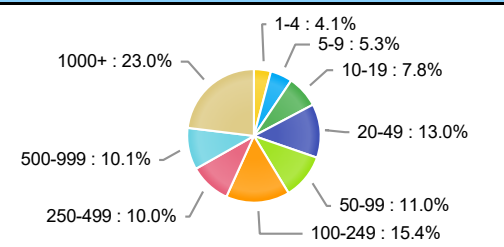
## Historical Unemployment Rates



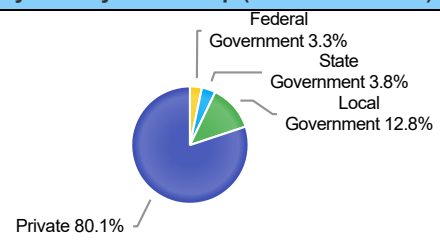
## Projected Top Ten Fastest Growing Industries in WDA (% Growth 2020-2030)



## Employment by Size Class (1st Quarter 2022)



## Employment by Ownership (1st Quarter 2022)



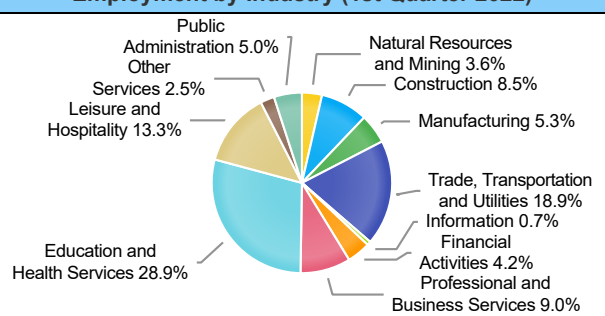
## Average Weekly Wage (1st Quarter 2022)

	Q1 2022	Q4 2021	Q1 2021	Quarterly Change	Yearly Change
WDA	\$992	\$1,073	\$940	-\$81	\$52
Texas	\$1,369	\$1,375	\$1,259	-\$6	\$110
US	\$1,374	\$1,418	\$1,288	-\$44	\$86

## Employment by Industry (1st Quarter 2022, Percent Change)

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Natural Resources and Mining	8,099	3.6%	-2.7%	12.6%
Construction	19,326	8.5%	-1.7%	4.7%
Manufacturing	12,072	5.3%	-1.0%	-1.6%
Trade, Transportation and Utilities	42,974	18.9%	-1.6%	2.8%
Information	1,583	0.7%	-5.0%	-3.0%
Financial Activities	9,598	4.2%	-0.8%	3.3%
Professional and Business Services	20,396	9.0%	-1.2%	3.4%
Education and Health Services	65,661	28.9%	0.1%	2.0%
Leisure and Hospitality	30,222	13.3%	-1.0%	5.4%
Other Services	5,684	2.5%	-2.0%	5.2%
Public Administration	11,334	5.0%	-2.0%	-1.2%

## Employment by Industry (1st Quarter 2022)



## 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.