



# Executive/Finance Committee Meeting

**February 19, 2025**  
**3:00 pm**

**Mission Career Center**  
**4981 Ayers Street**  
**Mission Training Room**  
**Corpus Christi, TX**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/85390592135?pwd=qD7wJrynRhUGYQFGYZlarKqbUQdR3j.1>

**Toll-Free Call In**

888 475 4499 US Toll-free

**Meeting ID: 853 9059 2135**

**Passcode: 205401**

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

## Strategic Goals

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

## Mission Statement

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

## Value Statement

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

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

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

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

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

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

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

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

## Disclosure and Declaration of a Conflict of Interest

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

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

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

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

## Code of Ethics

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

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



**Executive/Finance Committee Meeting**

Mission Career Center – 4981 Ayers Street – Mission Training Room  
Corpus Christi, Texas

Join Zoom Meeting

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Meeting ID: 853 9059 2135  
Passcode: 205401

**Wednesday, February 19, 2025 – 3:00 pm**

**AGENDA**

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- I. **Call to Order:** *Raynaldo De Los Santos, Jr., Chair*
- II. **TOMA Rules:** *Janet Neely*
- III. **Roll Call:** *Marcia Keener, Secretary*.....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. **Discussion and Possible Action on Minutes of the November 20, 2024 Executive/Finance Committee Meeting**.....5-8
- VII. **Chair Report:** *Raynaldo De Los Santos, Jr.*
  - Board Updates, Key Meetings, Items of Interest, and Communication
- VIII. **President/CEO Report:** *Ken Trevino*
  - Business Development, Public Relations and Organizational Update

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**Equal Opportunity Employer/Program**

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

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

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

IX. <b>CFO Report: Shileen Lee</b>	
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X. <b>Committee Reports</b>	
* Child Care Services	Victor M. Gonzalez, Jr., Chair.....13-14
* Youth Services	Liza Wisner, Chair.....15-16
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XI. <b>Discussion and Possible Action to Approve FY24-25 Budget Amendment #2: Shileen Lee.....</b>	<b>21-23</b>
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1. To Approve the President/CEO's Execution of a Lease Agreement for Fiscal Year 2024-25: <i>Esther Velazquez</i> .....	24
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2. Facilities & IT Updates: <i>Shileen Lee</i> .....	27
3. Update on Procurements & Contracts: <i>Esther Velazquez</i> .....	28-36
4. Performance Measure Update: <i>Alba Silvas</i> .....	37-42
5. Draft Agenda for the February 26, 2025 Board of Directors Meeting: <i>Ken Trevino</i> .....	43-46
XIV. <b>Adjournment</b>	

**Notice: The Chair of the Executive Finance Committee will be at 4981 Ayers Street, Corpus Christi, Texas where the Chair will preside over the Meeting.**

**Notice: One or more members of the Executive Finance Committee and the Board of Directors may attend via video conference.**

**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.

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**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 **Mission Career Center, Mission Training Room** 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, 4981 Ayers Street, Corpus Christi, Texas.
- Board members must be visible on camera in order to count toward the quorum and in order to vote.
- The public and all presenters will need to be visible while presenting information.

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

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**Executive/Finance Committee Meeting**  
**Roll Call Roster**  
**February 19, 2025**  
**(6 = Quorum)**

- \_\_\_\_\_ Raynaldo De Los Santos, Jr., Chair
- \_\_\_\_\_ Sandra Bowen, Vice Chair
- \_\_\_\_\_ Marcia Keener, Secretary
- \_\_\_\_\_ Travis Nelson, Treasurer
- \_\_\_\_\_ John Owen, Parliamentarian
- \_\_\_\_\_ Gloria Perez, Past Chair
- \_\_\_\_\_ Victor M. Gonzalez, Jr., Chair of Child Care Services Committee
- \_\_\_\_\_ Liza Wisner, Chair of Youth Services Committee
- \_\_\_\_\_ Dr. Leonard Rivera, Chair of Workforce Services Committee
- \_\_\_\_\_ C. Michelle Unda, Chair of Public Relations Committee

\_\_\_\_\_  
Signed

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

**MINUTES**  
**Workforce Solutions Coastal Bend – Executive/Finance Committee Meeting**  
**Mission Career Center – 4981 Ayers Street – Mission Training Room**  
**Corpus Christi, Texas**

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/8679433219?pwd=NDQrZjBkOZtNjhnMVNySGRLUktPUT09>

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

**Meeting ID:** 867 9433 3219  
**Passcode:** 425249

**November 20, 2024 – 3:00 pm**

**Committee Members**

**Present**

Raynaldo De Los Santos, Jr., Chair  
Sandra Bowen, Vice Chair  
Jesse Gatewood  
John Owen  
Victor M. Gonzalez, Jr.  
Gloria D. Perez  
Marcia Keener  
Liza Wisner  
Manny Salazar  
C. Michelle Unda

**Absent**

**Others Present**

Ken Trevino, Workforce Solutions  
Alba Silvas, Workforce Solutions  
Shileen Lee, Workforce Solutions  
Janet Neely, Workforce Solutions  
Allyson Riojas, Workforce Solutions  
Zachary James, Workforce Solutions  
Ricardo Munoz, Workforce Solutions  
Vicki Stonum, Workforce Solutions  
Denise Woodson, Workforce Solutions  
Lucinda Garcia, Legal Counsel  
Geri Escobar, C2GPS, LLC  
Robert Gonzales, C2GPS, LLC  
Shelby McClure, C2GPS, LLC  
Kenia Dimas, BakerRipley

**Other Board Members Present**

**I. Call to Order**

Mr. De Los Santos called the meeting to order at 3:00 pm.

**II. TOMA Rules**

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

Ms. Garcia mentioned to all board members that their video must be on in order to be counted towards the quorum and in order to vote.

**III. Roll Call**

The roll was called and a quorum was present.

**IV. Announcement on Disclosure of Conflicts of Interest**

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

**V. Public Comments**

Due to the new TOMA rules we do have a laptop setup at 4981 Ayers Street and it is listed on the zoom call as Public. The laptop is available and open to the public.

**VI. Discussion and Possible Action on Minutes of the September 18, 2024 Executive/Finance Committee Meeting**

Mr. Gonzalez moved to approve the minutes of the September 18, 2024 Executive/Finance Committee meeting. The motion was seconded by Ms. Keener and passed.

**VII. Discussion and Possible Action on Minutes of the September 25, 2024 Special-Called Executive/Finance Committee Meeting**

Mr. Owen moved to approve the minutes of the September 25, 2024 Special-Called Executive/Finance Committee meeting. The motion was seconded by Ms. Perez and passed.

**VIII. Chair's Report**

Mr. De Los Santos presented the Board Updates, Key Meetings, Items of Interest, and Communication.

*Annual Board of Directors Meeting*

Chairman De Los Santos announced everyone is looking forward to the Annual Board of Directors Meeting on Wednesday, December 11, 2024. He expressed how exciting the event will be to look back at the year and all the successes.

*27<sup>th</sup> Annual TWC Conference – Grapevine, TX – December 4-6, 2024*

Mr. De Los Santos mentioned the first week of December is the 27<sup>th</sup> Annual TWC Conference.

- Employer of the Year (again)
- 27<sup>th</sup> Annual TWC Conference Presenter – Chief Operating Officer, Ms. Alba Silvas

Mr. De Los Santos recognized and announced there will be a unique presenter at the Annual TWC Conference; our very own Chief Operating Officer, Ms. Alba Silvas. Chairman De Los Santos expressed how proud he was that Texas Workforce Commission asked Ms. Silvas to present at the TWC Conference. He reassured Ms. Silvas Workforce Solutions Coastal Bend knows that she will do an incredible job.

Ms. Silvas thanked Mr. De Los Santos.

*Board of Directors*

Chairman De Los Santos announced we are approaching a full board of 35 members. Kennedy County and Brooks County have some folks in the queue for the vacant positions. Mr. De Los Santos stated Workforce Solutions Coastal Bend is the largest board in the region of 35 members.

*Meetings with President/CEO*

Mr. De Los Santos stated Mr. Trevino and him stay in touch on a weekly basis for operational and organizational development for what is on the horizon.

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

Mr. Trevino provided information on the business development, public relations and organizational updates.

Mr. Trevino shared the 13<sup>th</sup> Annual Hiring Red, White & YOU! A Statewide Hiring Event that is a great time and tells an exceptional story. TWC Commissioner Joe Esparza and Mr. Charles Catoe, Texas Veterans Commission Division Director were speakers at the event.

Mr. Trevino mentioned leadership meets regularly on a weekly basis; even though they are making all these strides, they conduct gap analysis on a weekly basis to see what they can improve upon.



Mr. Trevino stated he could speak for leadership; they are extraordinarily proud of the accomplishments and the level of work that the team has conducted. Our 2025 challenge we have been talking about to the team members revolves around how we elevate and how do we refine. Mr. Trevino noted this meets 2 of our strategic goals. It includes continuous improvement and continuous learning at all levels.

**X. CFO's Report**

Ms. Lee presented the September Financial Report (included on pages 12-15 of the November 20 agenda packet).

**XI. Discussion and Possible Action to Approve FY 24-25 Budget Amendment #1:**

Ms. Lee provided information on the FY 24-25 Budget Amendment #1 (included on pages 16-18 of the November 20 agenda packet).

Mr. Owen moved to approve the FY 24-25 Budget Amendment #1. The motion was seconded by Mr. Gatewood and passed.

**XII. Information Only:**

*1. Facilities/IT Updates*

Ms. Lee provided updates on Facilities and IT (included on page 19 of the November 20 agenda packet).

*2. Update on Procurements and Contracts*

Ms. Lee provided an update on Procurements and Contracts (included on pages 20-28 of the November 20 agenda packet).

*3. Performance Measure Update*

Ms. Silvas presented the Performance Measure Update for August 2024 (included on pages 29-30 of the November 20 agenda packet).

*4. Draft Agenda for the December 11, 2024 Annual Board of Directors Meeting*

Chairman De Los Santos advised a draft agenda for the December 11, 2024 Annual Board of Directors meeting is available for view at your own leisure (included on pages 31-34 of the November 20 agenda packet).

Mr. De Los Santos stated based on the subject matters of items XIII and XIV and after consultation with the Board's legal counsel and recommendation, I declare that I will abstain from discussion and voting, if any, of items XIII and XIV, but I reserve all rights and step out.

Ms. Bowen stated based on the subject matters of items XIII and XIV and after consultation with the Board's legal counsel and recommendation, I declare that I will abstain from discussion and voting, if any, of items XIII and XIV, but I reserve all rights and step out.

Ms. Garcia stated members of the Executive Committee we will now need a presiding officer for conducting the discussion and possible action of items XIII and XIV.

Ms. Keener moved to approve Ms. Perez, Immediate Past Chair, to be the Presiding Officer for conducting the discussion and possible action of items XIII and XIV. The motion was seconded by Mr. Owen and passed.

**XIII. Discussion and Possible Action Regarding Anonymous Communication filed on or about October 29, 2024.**

**(Discussion of this item may be conducted in Closed Session pursuant to Section 551.071 to consult with legal counsel and Texas Disciplinary Rules of Professional Conduct under Rule 1.05 regarding anonymous communication filed on or about October 29, 2024.)**

Ms. Perez called the meeting into closed session at 3:36 pm. The closed session ended at 4:20 pm.

Mr. Owen moved that the Executive Committee having reviewed the information delivered to Workforce Solutions on or about October 29, 2024, and based on legal counsel's recommendation:

1. The communication be classified as an anonymous communication that does not warrant an investigation,
2. That a report of this action be reported to the Board and the CEO Council in accordance with applicable policy;
3. And that there be no further action.

The motion was seconded by Ms. Keener and passed.

**XIV. Discussion and Possible Action Regarding Complaint filed by Belinda Silva on or about November 10, 2024 against Vice-Chair, Sandra Bowen.**

**(Discussion of this item may be conducted in Closed Session pursuant to Section 551.071 to consult with legal counsel and Texas Disciplinary Rules of Professional Conduct under Rule 1.05 regarding complaint filed by Belinda Silva on or about November 10, 2024 against Vice-Chair, Sandra Bowen.)**

Mr. Owen moved that the Executive Committee having reviewed the Complaint filed by Belinda Silva on or about November 10, 2024 against, the Vice-Chair, Sandra Bowen and based on recommendation of legal counsel, take no action and report that no action be taken by the Board of Directors.

The motion was seconded by Mr. Gonzalez and passed.

**XV. Adjournment**

The meeting adjourned at 4:23 pm.

## **CFO REPORT – EXECUTIVE/FINANCE**

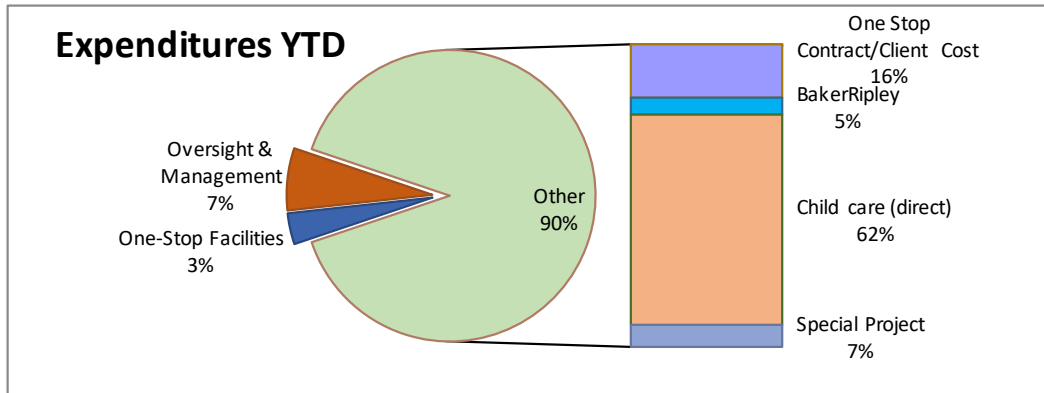
IX. Financials as of 12/31/2024

### **BACKGROUND INFORMATION**

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

**WORKFORCE SOLUTIONS COASTAL BEND**  
**STATEMENT OF ACTIVITIES**  
For the Month Ending  
December 31, 2024

	FY2024-25 Amended Budget	YTD	%
			Expended
<b>REVENUES</b>			
Grant revenue - federal	46,674,321	12,262,151	26%
Grant revenue - Non federal	30,000	5,215	
	<b>46,704,321</b>	<b>12,267,366</b>	<b>26%</b>
<b>EXPENSES</b>			
<b>Oversight &amp; Management</b>			
Salaries and benefits	2,452,772	536,546	22%
Facilities and related expense	298,100	63,735	21%
Furniture, equipment, & software	118,881	19,448	16%
General administrative expense	246,500	53,298	22%
Communication expense	53,000	12,488	24%
Professional fees and services	158,000	40,580	26%
Staff development expense	45,000	16,453	37%
Travel expense	75,000	53,733	72%
<b>Total Oversight &amp; Management Expense</b>	<b>3,447,253</b>	<b>796,280</b>	<b>23%</b>
<b>One Stop Operations</b>			
Facilities and related expense	1,997,873	252,618	13%
Furniture, equipment, & software	740,000	87,713	12%
General administrative expense	331,500	17,816	5%
Communication expense	170,000	39,876	23%
Professional fees and services	-	-	#DIV/0!
<b>Total One Stop Operations</b>	<b>3,239,373</b>	<b>398,024</b>	<b>12%</b>
<b>Contracted services</b>	<b>40,192,695</b>	<b>10,656,805</b>	<b>27%</b>
<b>Total expense</b>	<b>46,879,321</b>	<b>11,851,109</b>	<b>25%</b>



**WORKFORCE SOLUTIONS COASTAL BEND  
BALANCE SHEET**

For the Month Ending  
December 31, 2024

**ASSETS**

Current Assets

Cash & Cash Equivalents	\$	163,238
Money Market Account	\$	715,452
Due from TWC		3,419,232
Accounts Receivable		5,027
Prepaid Expense		215,234
Other Assets		65,849
<b>Total Current Assets</b>	<b>\$</b>	<b>4,584,331</b>

Fixed Assets

Building Improvements	\$	1,864,883
Furniture and Equipment		601,023
Right to use		4,641,174
Less Accumulated Depreciation		(3,028,351)
<b>Net Fixed Assets</b>	<b>\$</b>	<b>4,078,729</b>

**Total Assets** **\$** **8,663,061**

**LIABILITIES**

Current Liabilities

Accounts Payable	\$	4,382,351
Accrued Expense		115,264
Accrued Vacation		74,972
Lease Liability		579,247
<b>Total Current Liabilities</b>	<b>\$</b>	<b>5,151,834</b>

**NONCURRENT LIABILITIES**

Lease Liability	\$	3,046,091
<b>Total Liabilities</b>	<b>\$</b>	<b>8,197,925</b>

**NET ASSETS**

Unrestricted-Non-Federal Fund	\$	470,977
Temporarily Restricted-Ticket to Work/Other		(459,232)
Investment in Fixed Assets		453,391
<b>Total Net Assets</b>	<b>\$</b>	<b>465,136</b>

**Total Liabilities and Net Assets** **\$** **8,663,061**

Contract No.	Contract Program	Begin Date	End Date	Current Budget	Cum. Expenditures	Budget Balance	% Expended	TWC % Target
<b>Expires 1/31/2025</b>								
2224EXT001	Externships for Teachers	2/1/24	1/31/25	\$183,170.00	\$163,922.95	\$19,247.05	89%	NA
<b>Expires 2/28/2025</b>								
Non TWC	TEA	4/10/23	2/28/25	\$561,500.00	\$76,757.63	\$484,742.37	14%	NA
2224REA001	Reemployment Services and Eligibility Assessmer	10/1/23	2/28/25	\$634,768.00	\$634,767.14	\$0.86	100%	NA
2224WPA001	Wagner-Peyser ES	10/1/23	2/28/25	\$80,960.00	\$2,217.79	\$78,742.21	3%	NA
<b>Expires 5/30/2025</b>								
2224TAN003	Texas Internship Initiative	6/1/24	5/30/25	\$100,000.00	\$63,625.24	\$36,374.76	64%	NA
<b>Expires 6/30/2025</b>								
Non TWC	Walmart - PATHS	1/1/20	6/30/25	\$450,000.00	\$395,013.55	\$54,986.45	88%	NA
2223WOA001	WIOA - PY23 Adult Allocation (July)	7/1/23	6/30/25	\$523,246.00	\$521,797.00	\$1,449.00	97%	93%
2223WOA001	WIOA - PY23 Adult Allocation (Oct)	7/1/23	6/30/25	\$1,738,147.00	\$1,668,651.91	\$69,495.09	97%	93%
2223WOD001	WIOA - PY23 Dislocated Worker Allocation (July)	7/1/23	6/30/25	\$387,100.00	\$387,100.00	\$0.00	100%	93%
2223WOD001	WIOA - PY23 Dislocated Worker Allocation (July)	7/1/23	6/30/25	\$1,184,884.00	\$1,184,884.00	\$0.00	100%	93%
2223WOY001	WIOA - PY23 Youth Allocation	7/1/23	6/30/25	\$2,449,912.00	\$2,269,889.90	\$180,022.10	95%	93%
2224WOR001	WIOA - PY24 Rapid Response	7/1/24	6/30/25	\$25,122.00	\$15,924.01	\$9,197.99	93%	NA
<b>Expires 8/31/2025</b>								
Non TWC	3024VRS058-Student Hireability	9/1/24	8/31/25	\$113,000.00	\$24,757.84	\$88,242.16	22%	NA
Non TWC	Wage Services for Paid WE 3018VRS171	9/1/24	8/31/25	\$68,531.09	\$10,310.78	\$58,220.31	15%	NA
Non TWC	2223COL001 - VR Colocation	9/1/24	8/31/25	\$126,507.72	\$33,655.88	\$92,851.84	27%	NA
<b>Expires 9/30/2025</b>								
2225NCP001	Noncustodial Parent Choices Program	9/1/24	9/30/25	\$292,403.00	\$54,760.46	\$237,642.54	19%	23%
2225RAG001	Resource Administration Grants	10/1/24	9/30/25	\$3,462.00	\$865.50	\$2,596.50	25%	NA
2225REA001	Reemployment Services and Eligibility Assessmer	10/1/24	9/30/25	\$602,499.00	\$180,352.68	\$422,146.32	30%	25%
2225SNE001	SNAP E&T	10/1/24	9/30/25	\$500,268.00	\$150,602.19	\$349,665.81	30%	25%
2225TRA001	Trade Act Services for Dislocated Workers	10/1/24	9/30/25	\$5,000.00	\$0.00	\$5,000.00	0%	25%
2225TVC001	TVC	10/1/24	9/30/25	\$37,412.00	\$1,500.00	\$35,912.00	4%	25%
2225WCI001	WCI - Workforce Commission Initiatives	10/1/24	9/30/25	\$55,291.00	\$13,055.99	\$42,235.01	24%	25%
<b>Expires 12/31/2025</b>								
2225CCQ001	Child Care- CCQ	10/1/24	10/31/25	\$1,234,931.00	\$144,457.34	\$1,090,473.66	12%	NA
2225CQF001	Child Care- CQF	10/1/24	10/31/25	\$1,077,773.00	\$0.00	\$1,077,773.00	0%	NA
2225TAF001	TANF Choices	8/31/24	10/31/25	\$2,792,256.00	\$572,903.12	\$2,219,352.88	21%	23%
<b>Expires 12/31/2025</b>								
2225CCF001	Child Care - CCF	8/31/24	12/31/25	\$28,453,035.00	\$8,553,050.55	\$19,899,984.45	30%	27%
2225CCP001	Child Care - DFPS	9/1/24	12/31/25	\$647,719.00	\$347,396.67	\$300,322.33	54%	27%
<b>Expires 6/30/2026</b>								
2224WOA001	WIOA - FY25 Adult Allocation (Oct)	7/1/24	6/30/26	\$1,671,987.00	\$309,048.01	\$1,362,938.99	18%	21%
2224WOA001	WIOA - PY24 Adult Allocation (July)	7/1/24	6/30/26	\$503,052.00	\$471,783.26	\$31,268.74	36%	21%
2224WOD001	WIOA - FY25 Dislocated Worker Allocation (Oct)	7/1/24	6/30/26	\$1,043,136.00	\$300,606.45	\$742,529.55	50%	21%
2224WOD001	WIOA - PY24 Dislocated Worker Allocation (July)	7/1/24	6/30/26	\$340,594.00	\$339,816.59	\$77.41	46%	21%
2224WOY001	WIOA - PY24 Youth Allocation	7/1/24	6/30/26	\$2,357,433.00	\$521,929.59	\$1,835,503.41	24%	21%

\$50,245,098.81

\$19,415,404.02

\$30,829,694.79

## COMMITTEE REPORT

### X – 1. Child Care Services

**Committee:** Child Care Services

Victor M. Gonzalez, Jr., Chair

Dr. Justin Hoggard, Vice Chair

Cynthia Alegria

Andrea Chavez

Dr. Criselda Leal

Michelle Tobar

Catrina Wilson

**Date of Committee Meeting:** February 11, 2025

The Committee did have a Quorum.

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

- Approved the Child Care Services Committee Meeting Minutes of September 10, 2024.

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

- Reviewed the Child Care Services Committee Charter, Initiatives, and Strategic Board Goals for BCY2025.
- Performance Update BCY2025
  - First Quarter (Q1) Performance – The Board’s TWC performance measure target for BCY2025 is 3,312 average number of children served per day. At the end of BCY2024, there were 3,901 children enrolled in the Child Care Services (CCS) Program. The over-enrollment of children is attributed to the Board having had additional local match funding that needed to be spent during BCY2024. The BCY2025 performance target represents an increase of 70 children from BCY2024 (3,242). There were 3,824 children enrolled in the Child Care Services (CCS) program at the end of the first quarter of BCY2025.
  - Second Quarter (Q2) January Outcomes & Action Plan for Remainder of Q2 – There were 3,916 children enrolled in the CCS Program on 01-31-2025. The performance measure based on this enrollment was 120.79%. As of February 11, 2025, there were 3,655 children enrolled in the CCS Program. This is a decrease in enrollment of 169 children since the end of the first quarter. The performance measure at this time is currently 110.36%. The action plan for child care performance for the remainder of the second quarter of BCY2025 is to continue to allow children to attrition out of the program until enrollment drops below the TWC performance measure of 3,312 average number of children served per day. TWC will conduct a mid-year review of the enrollment numbers and performance measure targets for all 28 Workforce Boards and adjust accordingly. We are hopeful that the mid-year review will result in an increase in our performance target.

The Board will continue promoting the CCS Program on its social media platforms to generate interest in our CCS Program in our 11-county region.

- Operations & Management of Child Care Services
  - BakerRipley Update – Ms. Kenia Dimas provided a summary of operations and management of Child Care Services during the first quarter of BCY2025. She informed the Committee that the Texas Child Care Connection (TX3C) system officially launched on January 13, 2025. The functionality of the new child case management system has presented challenges in the areas of processing child care eligibility information and provider payments. Ms. Dimas also provided updates on staffing and community impact.
  
- Child Care Quality Services (CCQS)
  - Texas Rising Star (TRS) Program Update – Board Team Members provided an update on the status of the Texas Rising Star (TRS) Program for the first quarter of BCY2025.
  - Preview of CCQS Second Quarter (Q2) – Board Team Members provided a preview of Child Care Quality Services activities for the second quarter of BCY2025.

Detailed information can be found in the Child Care Services Committee Meeting Packet emailed to the Board of Directors by Ms. Janet Neely. The packet contains detailed narratives and provides further explanation of all matters discussed and presented to the Committee.

**The Committee took the following action:**

1. The Committee approved the Minutes of the September 10, 2024 Child Care Services Committee Meeting.

Meeting adjourned at: 3:47 pm



## COMMITTEE REPORT

### X – 2. Youth Services

**Committee:** Youth Services

Liza Wisner, Chair

Dr. Sandra Clement, Vice Chair

Dr. Leslie Faught

Michelle Flower

Ofelia Hunter

Michelle Lozano

**Date of Committee Meeting:** February 12<sup>th</sup>, 2025

The Committee did have a Quorum.

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

- Approved the Youth Services Committee Meeting Minutes of September 11th, 2024.
- Reviewed the Youth Services Committee Charter.
- Reviewed the seven Board Goals and how they relate to the youth programs and services.

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

Services to Youth:

- Program Updates- Ms. Monica Cisneros provided an update to WIOA outreach and engagement and participation with Elevate361.
- Performance Updates- Ms. Catherine Cole provided an overview of caseloads and the end of year Youth Performance for 2024.

Services to Special Community Populations:

- Student HireAbility Navigator- Ms. Catherine Cole provided updates to activities serving students with disabilities and the update to the upcoming event SEAL.
- Foster Youth- Ms. Catherine Cole gave a brief overview of the Foster Youth updates and initiatives.

Programs and Engagements:

- Texas Internship Initiative (TII)- Ms. Catherine Cole provided an update on the TII Grant and the partner provider, Education to Employment (E2E), and their program, Emerging Professionals, and their interns.
- Tri-Agency Regional Convener Grant- Ms. Catherine Cole provided an update to activities and Winter deliverables for the grant.
- Career and Education Outreach Program (CEOP)- Mr. Luis Rodriguez gave a program update to the Career and Education Outreach Program on school engagements, activities, and VR sessions. Mr. Javier Pena and Mr. Richard Holland were introduced as new members of CEOP.

Celebrating Participant Success:

- Ms. Catherine Cole spoke regarding Mr. Rigoberto Menchaca career success in participating in the WIOA Youth Program.

Detailed information can be found in the Youth Services Committee Packet, e-mailed to Board of Directors, by Ms. Janet Neely on Friday, February 3<sup>rd</sup>, 2025.

Meeting adjourned at: 4:04 PM

## COMMITTEE REPORT

### X – 3. Workforce Services

**Committee:** Workforce Services

Dr. Leonard Rivera, Chair

Randy Seitz, Vice Chair

Lance Brown

Jose R. “Joey” Garcia III

Jesse Gatewood

Randy Giesler

Manny Salazar

**Date of Committee Meeting:** February 13, 2025

The committee did have a quorum.

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

- Approved Workforce Services Committee Meeting Minutes of September 12, 2024.
- Reviewed Committee Charter, Initiatives and Strategic Board Goals for BCY2025.
- Approved for recommendation as presented Local Workforce Development Draft Board Plan PY 2025-2028.
- Approved for recommendation Board Policy 4.0.100.00-Program Policy and Services Guide as presented and recommend approval by Board of Directors.

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

- Services to Workers
  - Policy Review Schedule – 1 policy year-to-date listed.
  - Program Updates – updates on programs, wrapped-up for Q1(oct-dec 2024). Operation meetings taking place with C2GPS Regarding the service delivery, quality assurance, fiscal, and business services. Specific meetings regarding quality were scheduled for January/February timeframe along with further discussion regarding partnerships. Time was spent to recognize and watch video from PATH participant Madison Garza- Achiever of the Year. The Non-Custodial Program was also highlighted for being ranked #3 in the State for child support collections. The workforce team provided information regarding all the core programs and grant awards such as Texas Internship Initiative, Educator Externship, You Choose.
  - An update regarding the staffing, center traffic, unemployment assistance and WIT registration was provided by C2GPS Management Team.
  - Veterans services highlights reported were the ending of Military Family Support Grant; however, board team is working to submit application for Military to Employment Grant. Ongoing collaboration with TVC and TVN is taking place and planning for the 2025 Hiring Red, White and You – will begin in early summer 2025.

- Services to Business
  - C2GPS presented on the activities relate to: Activity Spotlights such as Hiring events, Business, Healthcare, and Professional Skills and Trades Sectors connections with employer and job seekers. In addition, data regarding Job and Hiring Fairs was provided.
- Local Labor Market Information
  - Ms. Allyson Riojas provided update on Coastal Bend’s Unemployment Rate at 4.0% for December 2024. Among the 11 Counties in the Coastal Bend, ten counties reported a decrease in unemployment.
  - A Total of 10 LMI Requests were made during Q1 – Ms. Allyson Riojas continues to provide prompt response to requestors.
- Performance Measure Update
  - The committee was presented with End of Year Performance report which remains as exceeding 6 measures, meeting 11, and not meeting 1. The Committee was informed about on-going glitches in data due to TWIST to WIT conversation. Working with C2GPS on performance projections continues.
- Facilities & IT Update
  - Ms. Shileen Lee provided update on the build-out of Mission Career Center in Corpus Christi and update on IT Assessment Project.

Detailed information can be found in Workforce Services Committee Packet e-mailed to Board of Directors, by Ms. Janet Neely on February 13, 2025 and available via our webpage at [www.wfscb.com](http://www.wfscb.com). The packet contains detailed narratives and provides further explanation of all matters discussed and presented by the committee.

**The Committee took the following action:**

1. Approved the minutes of September 12, 2024; Workforce Services Committee Meeting.
2. Reviewed the Local Workforce Development DRAFT Board Plan PY 2025-2028 and recommending for Board of Directors approval.
3. Reviewed and approved for recommendation to Board Of Directors: Board Policy 4.0.100.00 Program Policy and Services Guide.

Meeting adjourned at: 2:51 pm

## COMMITTEE REPORT

### X – 4. Public Relations

**Committee:** Public Relations

C. Michelle Unda, Chair

Omar Lopez, Vice Chair

Hector Bernal

Jason Bevan

Karl Hattman

Carlos Ramirez

Susan Temple

**Date of Committee meeting:** February 13, 2025

The Committee did have a quorum.

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

- **Review of the Committee Charter and Strategic Board Goals**
- **Review of BCY2025 - Performance Report (Q1)**
  - Xena Mercado, Communications Manager, presented an overview of Q1 multi-channel marketing campaigns, storytelling and promotional initiatives promoting job fairs, hiring events and workforce programs with the goal of building workforce awareness.
    - **Maritime Expo & Career Fair (Oct. 2<sup>nd</sup>):** Promotional efforts included several social media posts on Facebook, LinkedIn, and Instagram, a landing page housed on the wfscb.org website, a Facebook Ad (\$200) resulting in over 30,000 Reaches, 46,316 Views, 1,308 Link Clicks, and 1,490 Engagements at \$0.15 Per Click.
    - **YOU! Inspire Symposium (Oct. 18<sup>th</sup>):** Imelda Trevino, Student HireAbility Navigator hosted in collaboration with guest speakers from TWS-Vocational Rehabilitation Services.
    - **National Disability Employment Awareness Month (NDEAM):** During the month of October, we support NDEAM by posting resources and public service announcements weekly to raise awareness and highlight the valuable contributions of individuals with disabilities in the workforce.
    - **Breast Cancer Awareness Month (Mission Moment):** During the month of October, Team Workforce wears pink and shares photos that are posted, building awareness and encouraging others to come together to support this cause.
    - **Mobile Unit Promotions (Oct. –Dec. 2024):** Continuing to work with C2 to publish and promote the Mobile Unit Calendar, posted at the beginning of each month and now the beginning of each week, letting our audience know that “*Workforce on Wheels is rolling into their town!*”
    - **13<sup>th</sup> Annual Hiring Red, White and YOU! (Nov. 7<sup>th</sup>):** Promotional efforts included several social media posts, a landing page housed on the wfscb.org website, a Facebook Ad (\$200) resulting in 82,812 Views, 29,864 Reaches, 235 Interactions, and 1,194 Link Clicks. Press Release was issued with a 44% Open Rate, resulting in Event Day Coverage with interviews with Ken Treviño, Susan Temple, representing the employer outlook, and a veteran job seeker for a well-rounded

story. Paid Media Ad ran for 2 days during Judge Judy, Access Daily, 5PM News, Jimmy Kimmel, Nightline and the Early News, resulting in 20.82K Impressions.

- **Workforce Insider (Oct. – Dec. 2024):** Email Newsletter distributed to almost 6,000 subscribers. 58% Open Rate in October and December.
  - **Youth Team Social Media Expansion:** Hootsuite access granted to Monica Cisneros, Deputy Director, Youth Services and Special Programs.
  - **Annual Report 2024 Complete:** Annual Report 2024 Trifold is published in both print form and digital.
- **Review of BCY2025 - Upcoming Events and Projects (Q2)**
    - **KIII-3News Partnership:** Secured a 6-month media partnership to build brand awareness and promote major events and programs.
    - **Employer & Partner Hiring Event Promotions:**
      - Promoted USA Debusk Hiring Event, Whataburger Field Hiring Event, and Texas VFW Foundation Military and Veteran Career Expo.
    - **Mission Plaza Window Graphics Installation Complete**
    - **Child Care Services Staff Retention Bonuses Photo Op.** (Feb. 14<sup>th</sup>) – Child Care Directors were invited for a photo op with WFSCB Leadership to amplify the story of support and resources available to WFSCB Child Care Providers throughout the Coastal Bend.
    - **Healthcare Industry Job Fair (Feb. 26<sup>th</sup>):** Promotion preparation in progress.
    - **San Patricio EDC Professional Skills & Trades Hiring Event (Mar. 27<sup>th</sup>)** – Promotion preparation in progress.
    - **Annual Event Preparations Begin:**
      - Summer Earn & Learn – May 2025
      - Educator Externship – May 2025
      - Child Care Directory Symposium – June 2025
      - Child Care “Back to School” Teacher’s Fair – July 2025
      - All Law Enforcement Hiring Event – July 2025
      - Maritime Expo & Career Fair – October 2025
- **Social Media & Web Analytics Report - Tony Armadillo**
    - **Social Media Analytics:** 158 new followers on Facebook, 9 on Instagram, and 93 on LinkedIn. Brand Awareness: Facebook - 161,123 Page Impressions. LinkedIn – 20,688 Page Impressions. Instagram – 2,734 Profile Impressions.
- **Website Analytics:** Continued growth (Y/Y) of Total Users - 18,481 (+31.9%), New Users – 17,573 (+30.9%), Sessions – 27,834 (+35%), and Views – 62,563 (+8.8%). Top Pages during Q1 are Jobs Start Here, Child Care, Job Seekers Page, and Hiring Red, White, and YOU
- **Marketing & Communication: Assessment & Strategic Plan** – Shileen Lee
    - MDR has been selected to complete the Marketing & Communication: Assessment & Strategic Plan Update. Discovery begins Feb. 18, 2025.

**The Committee took the following action:**

- Approved the minutes of September 12, 2024, Public Relations Committee Meeting.

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

XI. FY 24-25 Budget Amendment #2

### **BACKGROUND INFORMATION**

The Workforce Solutions Board of Directors approved the FY 2024-25 Operating Budget on September 25, 2024. Budget Amendment #2 is attached with a detailed budget narrative.

### **RECOMMENDATION**

The Executive/Finance Committee recommend to the Board of Directors approval of FY 24-25 Budget Amendment #2.

**WORKFORCE SOLUTIONS OF THE COASTAL BEND  
BUDGET NARRATIVE  
FY 2024-25**

The proposed budget FY25 Amendment #2 is to adjust for additional funds and carryover; the amendment includes an overall revenue increase of \$1,415,863.

The proposed amendment consists of TWC additional funds and carryover adjustments. These are adjusted in the following budget areas. Net increase of \$65,000 to Oversight & Management for the Marketing RFP, new laptops, and a reduction in salaries. Increase in estimated Furniture costs under One Stop Operations for furniture for Mission Plaza phase three. And the largest increase in Direct Child Care for \$1.1M for the prospective payment due to change from TWIST to TX3C.

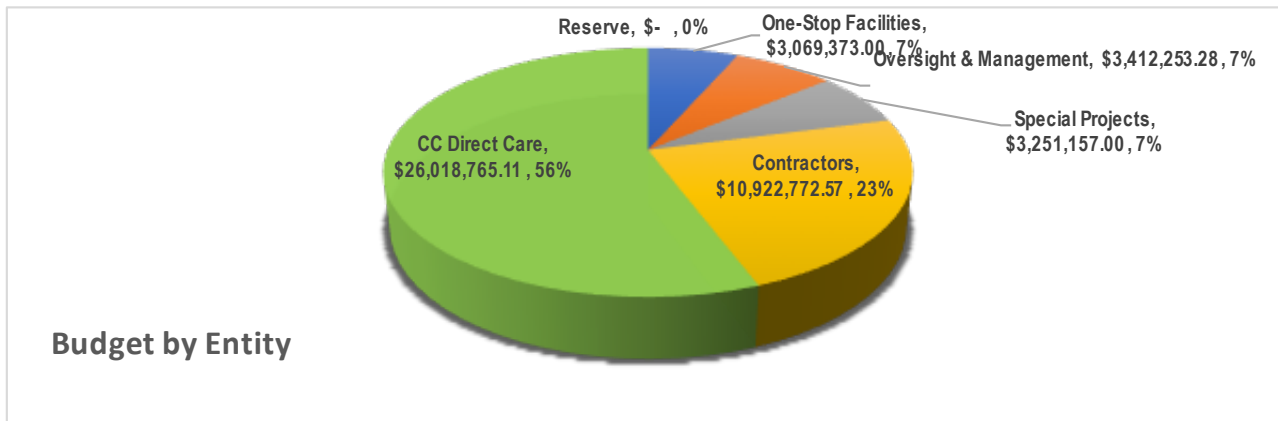
We are requesting approval on the final BCY2025 budget (Amendment #2).

Contract No.	Program	Budget Area	Amended Budget	Amendment#2	Amended Budget FY24-25	Comments
2223WOA001	WIOA Adult-Oct (10/1/23-6/30/25)	One-Stop	62,458		62,458	
2224WOA001	WIOA Adult-Jul (7/1/24-6/30/26)	One-Stop	2,175,039		2,175,039	
2224WOD001	WIOA DW-Jul (7/1/24-6/30/26)	One-Stop	1,313,163	(249,591)	1,063,572	Carryover Adj
2223WOY001	WIOA Youth (7/1/23-6/30/25)	One-Stop	233,594		233,594	
2224WOY001	WIOA Youth (7/1/24-6/30/26)	One-Stop	2,357,433		2,357,433	
2224WOR001	WIOA Rapid Response	One-Stop	25,122	(12,199)	12,923	Carryover Adj
2224CCF001	Child Care	Child Care	619,522		619,522	
2224CCP001	Child Care DFPS	Child Care	88,000		88,000	
2224CCQ001	Child Care Quality (CCQ)	Special Proj	472,156		472,156	
2225CCQ001	Child Care Quality (CCQ)/(CQF)	Special Proj	1,896,014	416,690	2,312,704	Add'l Funds - Initial Alloc
2225CCP001	Child Care DFPS	Child Care	647,719		647,719	
2225CCM001	Child Care Local Match	Child Care	1,865,656		1,865,656	
2225CCF001	Child Care	Child Care	27,271,636	1,181,399	28,453,035	Add'l Funds - Initial Alloc
2225NCP001	NonCustodial Parent Choices Program	One-Stop	292,403		292,403	
2223SNE001	SNAP E&T	One-Stop	447,018	53,250	500,268	Add'l Funds - Initial Alloc
2224TAF001	Temporary Assistance for Needy Families/Choices	One-Stop	472,156		472,156	
2225TAF001	Temporary Assistance for Needy Families/Choices	One-Stop	2,792,256		2,792,256	
2224TAN003	Texas Internship Initiative	Special Proj	60,284		60,284	
2224EXT001	Externships for Teachers	Special Proj	19,247		19,247	
2224REA001	Reemployment Services and Eligibility Assessment	One-Stop	83,375	(22,160)	61,214	Carryover Adj
2225REA001	Reemployment Services and Eligibility Assessment	One-Stop	625,268	(22,769)	602,499	Carryover Adj - Initial Alloc
2224WOS001	Military Family Support	One-Stop	14,316	1,777	16,092	Carryover Adj
2223TIP001	WIOS - Texas Partnership Initiative	Special Proj	284,072		284,072	
2224RAG001	Resource Administration Grants	One-Stop	6,923	(3,461)	3,462	Carryover Adj - Initial Alloc
2225TRA001	Trade Act	One-Stop	10,000	(5,000)	5,000	Carryover Adj - Initial Alloc
2224TVC001	TVC	One-Stop	37,412		37,412	
2224WPA001	Wagner-Peyser Employment Services	One-Stop	2,032	78,928	80,960	Add'l Funds
2225WCI001	WCI - Foster Care Conference	Special Proj	1,067		1,067	
2225WCI001	WCI - Job's Yall (YOU Choose)	Special Proj	35,000		35,000	
2225WCI001	WCI - RWY	Special Proj	12,000	(1,000)	11,000	Carryover Adj - Initial Alloc
2225WCI001	WCI - TVLP	One-Stop	8,224		8,224	
Non-TWC	Walmart PATH	Special Proj	73,958		73,958	
Non-TWC	SEAL	Special Proj	119,237		119,237	
Non-TWC	2023 Convener Grant-TEA	Special Proj	526,659		526,659	
Non-TWC	STUDENT HIRABILITY (09/01/24-08/31/25)	Special Proj	113,000		113,000	
Non-TWC	KINGSVILLE/BEEVILLE/STAPLES VR Monthly Ex	Special Proj	126,508		126,508	
Non-TWC	Wage Service for Paid WE 3018VRS171	Special Proj	68,531		68,531	
	<b>Grand Total</b>		<b>45,258,457</b>	<b>1,415,863</b>	<b>46,674,321</b>	



**Workforce Solutions of the Coastal Bend  
Allocations Information BCY 2024-25  
For the twelve month period ending September 30, 2025**

	A FY2025 Budget	B FY2025 Amendment #2	Difference B - A
Grant revenue	45,258,457.45	46,674,320.79	\$ 1,415,863
<b>Total revenue</b>	<b>\$ 45,258,457</b>	<b>\$ 46,674,321</b>	<b>\$ 1,415,863</b>
<b>EXPENSES</b>			
<b>Oversight &amp; Management</b>			
Salaries and benefits	\$ 2,452,772	\$ 2,417,772	\$ (35,000)
Facilities and related expense	298,100	298,100	-
Furniture, Equipment & Software	118,881	118,881	-
General administrative expense	196,500	246,500	50,000
Communication expense	53,000	53,000	-
Professional fees & service	108,000	158,000	50,000
Staff development expense	45,000	45,000	-
Travel expense	75,000	75,000	-
<b>Total Oversight &amp; Management Expense</b>	<b>\$ 3,347,253</b>	<b>\$ 3,412,253</b>	<b>\$ 65,000</b>
<b>One Stop Operations</b>			
Facilities and related expense	\$ 1,997,873	\$ 1,997,873	\$ -
Furniture, Equipment & Software	540,000	740,000	200,000
General administrative expense	161,500	161,500	-
Communication expense	170,000	170,000	-
Professional fees & service	0	0	-
Client	-	-	-
<b>Total One Stop Operation</b>	<b>\$ 2,869,373</b>	<b>\$ 3,069,373</b>	<b>\$ 200,000</b>
<b>Contracted services</b>	<b>\$ 39,041,832</b>	<b>\$ 40,192,695</b>	<b>\$ 1,150,863</b>
<b>Total expense</b>	<b>\$ 44,770,616</b>	<b>\$ 46,674,321</b>	<b>\$ 1,415,863</b>
<b>Changes in net assets</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>



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

XII. To Approve the President/CEO's Execution of a Lease Agreement for Fiscal Year 2024-25

### **BACKGROUND INFORMATION**

The Board has occupied 2,730 square feet of office space at the campus of Coastal Bend College in Alice, Texas for one-stop center services since 2015. The foot traffic counts show the need for the current size space to be sufficient.

On May 1, 2023, the Board issued a formal procurement (Request for Statement of Qualifications) for Commercial Real Estate Broker Services. On September 29, 2023 the Board entered into a Commercial Buyer/Tenant Representation Agreement with The Clower Company (Broker).

In January 2025, the Broker performed a market analysis which showed that there are no viable options in the current price range; all available options ranged from \$12 to \$25 per square foot. The current rent is \$2,908.50 or \$1.07 per square foot. The Broker's recommendation was that the Board remain at this location.

The current Lease Agreement expired on January 31, 2025 so the Board entered into a new Lease Agreement with Coastal Bend College. The Lease Agreement is for a one-year period from February 1, 2025 through January 31, 2026 (initial term) with an option to extend/renew for three additional one-year periods. The annual base rent amount for the current fiscal year (FY24-25) is \$34,902.

The President/CEO executed the new lease on January 23, 2025.

### **RECOMMENDATION**

The Executive/Finance Committee recommend to the Board of Directors to approve the President/CEO's to execution of a Lease Agreement for Fiscal Year 2024-25 as listed above.

## INFORMATION ONLY

### XIII – 1. Monitoring Report

## BACKGROUND INFORMATION

The Texas Workforce Commission (TWC) requires that monitoring review results be reported to all relevant parties and to the Board of Directors. The monitoring staff conduct fiscal and program reviews for compliance with federal and state laws and regulations, and compliance with TWC and local policies. The following is a list of the monitoring reviews and significant observations that were completed during the months of August 2024 – February 2025.

### Workforce Solutions – Board

#### Fiscal and Program Reviews

- **TWC Monitoring Review (24.22.0001)** – February 26 – March 4, 2024, TWC Final Report issued November 6, 2024, Audit Resolution Report issued January 23, 2025 - Scope: December 1, 2022 to November 30, 2023

#### Findings

- Ensure Child Care Recoupments are Remitted to TWC.
- Ensure Choices Sanctions are Requested within the Requested Timeframe.

#### Resolution:

- The Board provided a copy of the check remitted to TWC for the recouped amount.
  - The Board has implemented controls to ensure amounts recouped due to federal fraud violations are submitted to TWC, which ensures proper controls exist.
  - The Board provided a Choices Non-Cooperation Plan which included training, implementing checkpoints, reminders, slant reviews and the Timely & Reasonable attempt process.
  - Both the Board and TWC TA monitoring of this area showed significant improvement and an acceptable error rate for the attribute noted resolved this finding.
- **TWC Equal Opportunity Compliance Review – Management Letter Issued 12/11/24.**
    - A review was conducted to ensure the Board is compliant with the Equal Opportunity Laws. No issues noted.
  - **Equal Opportunity – WIOA Section 188 Checklist Review – 9/20/24**
    - 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.

## **C2 Global Professional Services, LLC**

### Fiscal and Program Reviews

- **One Stop & Youth Services Fiscal Review (Scope: 7/1/23 – 7/31/24)**  
The review consisted of the following contractual areas:
  - Cash
  - Cost Allocation
  - Disbursements
  - Procurements
  - Payroll
  - Accounting Internal Controls**Conclusion:** No exception noted.
  
- **Single Audit Review – C2GPS Y/E 9/30/23**  
**Conclusion:** No exception noted.
  
- **TANF/Choices Monitoring Review – (0%) – No exception noted.**  
**Conclusion:** Choices Staff is to be commended for the outstanding review.
  
- **WIOA – Youth Program Review – (0%) – No exception noted.**  
**Conclusion:** Youth Staff is to be commended for the outstanding review.
  
- **SNAP E&T Review – (0%) – No exception noted.**  
**Conclusion:** SNAP Staff is to be commended for the outstanding review.

## **BakerRipley**

### Fiscal and Program Review

- **Child Care Fiscal Review (Scope: 7/1/23 – 7/31/24)**  
The review consisted of the following contractual areas:
  - Cash
  - Cost Allocation
  - Disbursements
  - Procurements
  - Payroll
  - Accounting Internal Controls**Conclusion:** No exception noted.
  
- **Single Audit Review – BakerRipley Y/E 12/31/23**
  - **Conclusion:** No exception noted.
  
- **Child Care File Reviews (1) – (0%) – No exception noted.**  
**Conclusion:** Child Care Staff is to be commended for the outstanding review.

## **INFORMATION ONLY**

XIII – 2. Facilities & IT Updates

## **BACKGROUND INFORMATION**

Board Team Members will provide update on:

- Facilities: Progress of New Career Center in Corpus Christi.
- Update on IT Assessment Project

## **INFORMATION ONLY**

XIII – 3. Update on Procurements and Contracts

## **BACKGROUND**

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

## UPDATE ON PROCUREMENTS

Ongoing Procurements	Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
Request for Proposals (RFP) for Marketing Assessment & Strategic Plan	Sep 23, 2024	Feb 1, 2025	\$49,000	NO	Executed Contract with MDR Advertising on Jan 29, 2025
Request for Proposals (RFP) for General Contractor Services Mission Plaza Phase III	Jan 27, 2025	Mar 1, 2025	TBD	YES	Proposals due on Feb 18, 2025

Future Procurements	Anticipated Date of Issuance	Anticipated Date of Contract	Anticipated Cost	Over \$50,000 Approval Required	Comments
Request for Proposals (RFP) for Direct Child Care Services	Feb 18, 2025	Oct 1, 2025	TBD	YES	Two step process of Applications & Proposals
Request for Statement of Qualifications (RFQ) for Independent Evaluators	Feb 24, 2025	Apr 24, 2025	TBD	NO	Reading & evaluating Direct Child Care Proposals
Request for Statement of Qualifications (RFQ) for 401(k) Plan Administrator for Bundled Services	TBD	TBD	TBD	YES	

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

## SUBRECIPIENT / CONTRACTOR LOG 2024-2025

NAME	CONTRACTORS	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
C2 Global Professional Services, LLC	Management and Operation of Career Center System (Including Youth Services)	\$TBD	Renewal 1 of 3	10/1/24 – 09/30/25
BakerRipley	Direct Child Care Services	\$27,773,052	Renewal 3 of 3	10/1/24 – 09/30/25

NAME	PROFESSIONAL & CONSULTING SERVICES	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Wood, Boykin & Wolter, P.C.	Legal Services	\$35,000	Year 1 (3 renewals)	10/1/24 – 9/30/25
CLK Architects & Associates	Architecture, Design & Certified Space Planning Services	\$15,000	Renewal 3 of 3	10/1/24 – 9/30/25
Vertical Computers	IT Professional Services	\$80,000	Renewal 3 of 3	10/1/24 – 9/30/25
The Clower Company	Commercial Real Estate Broker Services	N/A	Renewal 2 of 3	10/1/24 – 9/30/25
Frost Bank	Banking Services	Fee Based	Renewal 1 of 3	10/1/24 – 9/30/25
MDR Advertising	Marketing Assessment & Strategic Plan	\$49,0000	Master	2/1/25 – 9/30/25



## SUBRECIPIENT / CONTRACTOR LOG 2024-2025

NAME	CAREER CENTERS	ANNUAL BASE RENT	CONTRACT STATUS	CONTRACT PERIOD
PAK 56 Plaza LLC, SGT 44 Pirate LLC	Lease Agreement for Office Space Pirate Plaza, Sinton (≈ 3,650 sq ft)	\$78,715	Year 3 of 4	1/01/25 – 12/31/25
Texas Workforce Commission	Building Use Lease Agreement Staples, Corpus Christi (≈ 22,616 sq ft)	\$0		10/1/24 – 9/30/25
Coastal Bend College	Lease Agreement for Office Space Beeville (≈3,850 sq ft)	\$49,014	Year 3 of 4	10/1/24 – 9/30/25
Coastal Bend College	Lease Agreement for Office Space Alice (≈2,730 sq ft)	\$34,902	Year 1 of 4	2/1/25 – 1/31/26
Coastal Bend College	Lease Agreement for Office Space Kingsville (≈3,191 sq ft)	\$40,711	Year 4 of 4	5/1/24 – 4/30/25
B-Y Mission Plaza CC, LTD	Shopping Center Lease Agreement Ayers (Mission Plaza), Corpus Christi (≈ 24,973 sq ft) <i>Lease Term 2021–2032</i>	\$311,783	Year 4 of 11	1/1/25 - 12/31/25
Goodwill Industries of South Texas	MOU for Office Space Rockport (≈ 612 sq ft)	\$11,985	Year 3 of 3	5/1/24 – 4/30/25
City of Falfurrias Economic Development Accelerator (F-EDA)	Office and Membership Lease Falfurrias (≈ 132 sq ft)	\$7,200	Year 2 <i>(one-year lease)</i>	6/20/24 – 6/20/25

## SUBRECIPIENT / CONTRACTOR LOG 2024-2025

NAME	OTHER CONTRACTS / AGREEMENTS	CONTRACT AMOUNT	CONTRACT STATUS	CONTRACT PERIOD
Rural Economic Assistance League, Inc. (REAL)	Transportation Assistance Services to Aransas, Bee, Brooks, Duval, Jim Wells, Live Oak, Refugio, & San Patricio Counties	NTE \$5,000	Renewal 1 of 3	10/1/24 – 9/30/25
Economic Modeling, LLC (Lightcast)	Developer Agreement for Economy and LMI Tool	\$16,000	Renewal	10/1/24 – 9/30/25
Economic Modeling, LLC (Lightcast)	Career Coach Agreement	\$7,500	Renewal	10/1/24 – 9/30/25
Sec Ops, Inc.	Security Guard Service Agreement	Per Contracted Hourly Rates	Year 2	11/1/24 – 9/30/25
McLemore Building Maintenance	Janitorial Service Agreement	\$149,275	Year 2	11/1/24 – 10/31/25
Turnkey Lawn Care & Services	Lawn Care Service Agreement for Staples Center	\$3,000	Year 1	3/5/24 – 2/28/25
C2 Global Professional Services, LLC	Summer Earn and Learn (SEAL) Program	\$217,325	Year 1	3/1/24 – 8/31/25
Education to Employment Partners	Texas Internship Initiative	\$90,660	Year 1	6/1/24 – 9/30/25

## TWC GRANTS & CONTRACTS LOG 2024–2025

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Agency Board Agreement	2223ABA001	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	10/1/22 – 9/30/25
		Amendment #1 – Revised terms & conditions Amendment #2 – Revised Board Guidelines for Security Amendment #3 – Extending grant period end date and revisions to various terms & conditions. <b>Amendment #4 – Revised Board Guidelines for Security</b>		
Workforce Innovation and Opportunity Act - Adult	2223WOA001	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.	\$2,255,134	7/1/23 – 6/30/25
Workforce Innovation and Opportunity Act – Dislocated Worker	2223WOD001	To support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,571,984	7/1/23 – 6/30/25
Workforce Innovation and Opportunity Act – Rapid Response	2223WOR001	To support the planning and delivery of Rapid Response services to dislocated workers, including trade-affected workers.	\$27,255	7/1/23 – 6/30/25
Workforce Innovation and Opportunity Act – Youth	2223WOY001	To provide funds to plan and deliver high quality 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.	\$2,449,912	7/1/23 – 6/30/25
		Amendment #1 – Increased grant award amount by \$6,650 and revised uniform administrative requirements.		
Interagency Cooperation Contract Vocational Rehabilitation Student HireAbility Navigators (SHN)	3024VRS058	Support, expand, and enhance the pre-employment transition services to students with disabilities by establishing partnerships and developing innovative and evidence-based approaches to service delivery.	\$678,000	9/1/23 – 8/31/25
Interagency Cooperation Contract Vocational Rehabilitation Paid Work Experience (PWE)	3024VRS108	To pay wages and associated taxes & fees for VR participants placed in paid work experience.	\$562,500	10/1/23 – 9/30/25
Externships for Teachers	2224EXT001	To inform educators on the most up-to-date skill sets needed for a specific vocation or industry. Teachers will create specific lesson plans for	\$183,170	2/1/24 – 1/31/25

## TWC GRANTS & CONTRACTS LOG 2024–2025

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
		students, linking them to real-world industries and jobs. Students will become familiar with both academic and technical skill sets for the modern workforce.		
Texas Internship Initiative	2224TAN003	Recruit, train, place, monitor and evaluate 35 high school student interns in high-demand STEM fields, including accounting, business management/operations, construction management, engineering, healthcare and information technology.	\$100,000	6/1/24 – 9/30/25
Workforce Innovation and Opportunity Act – Adult	2224WOA001	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.	\$2,175,039	7/1/24 – 6/30/26
		Amendment #1 – To update Awarding FAIN (Federal Award Identification Number).		
Workforce Innovation and Opportunity Act – Dislocated Worker	2224WOD001	To support the planning and delivery of service to dislocated workers, including trade-affected workers and ranked unemployment insurance claimants.	\$1,383,730	7/1/24 – 6/30/26
		Amendment #1 – To update Awarding FAIN (Federal Award Identification Number).		
Workforce Innovation and Opportunity Act – Rapid Response	2224WOR001	To support the planning and delivery of Rapid Response services to dislocated workers, including trade-affected workers.	\$25,122	7/1/24 – 6/30/25
		Amendment #1 – To update Awarding FAIN (Federal Award Identification Number).		
Workforce Innovation and Opportunity Act – Youth	2224WOY001	To provide funds to plan and deliver high quality 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.	\$2,357,433	7/1/24 – 6/30/26
Wagner-Peyser Employment Services	2224WPA001	To provide funds to establish an organizational framework to integrate the delivery of Wagner-Peyser funded Employment Services into the Workforce Solutions Offices.	\$80,960	10/1/23 – <span style="background-color: yellow;">2/28/25</span>
		Amendment #1 – To increase grant award by \$338.		
		Amendment #2 – To add \$78,928 from Board’s unspent TWC State-held Salary and Longevity distribution to the Employment Services Operating funds.		
		Amendment #3 – To extend grant period, to revise Statement of Work Financial Requirements, & Uniform Administrative Requirements.		

## TWC GRANTS & CONTRACTS LOG 2024–2025

NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Child Care Services Formula Allocation	2225CCF001	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.	\$28,453,035	8/31/24 – 12/31/25
		Amendment #1 – Correction of typographical error on cover page changing end date to December 31, 2025 Amendment #2 – To add additional funding amount of \$1,181,399 for the Prospective Payment provided to Boards for the start of TX3C.		
Child Care and Development Fund Child Care Local Match	2225CCM001	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.	\$1,865,656	10/1/24 – 12/31/25
Texas Department of Family and Protective Services (DFPS) Child Care	2225CCP001	To purchase child care services for children who are deemed eligible and authorized for services by DFPS.	\$0	9/1/24 – 12/31/25
		Amendment # 1- To amend BCY25 DFPS Childcare (CCP) to incorporate the Interagency Contract between TWC and DFPS.		
CCDF Quality Improvement Activity	2225CCQ001	Local Board 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.	\$1,234,931	10/1/24 – 10/31/25
		Amendment #1 – To reduce the 2% Child Care Quality funding by \$24,797.		
CCDF Quality Improvement Activity	2225CQF001	Child Care and Development Fund Quality Four Percent Activities	\$1,077,773	10/1/24 – 10/31/25
VR Integration Agency Contract Infrastructure Cost Reimbursement Agreement	2225COL001	For services pertaining to co-locating and integrating VR staff at WFSCB offices. Reimburses initial start-up, reoccurring monthly and shared VR costs.	\$126,508	9/1/24 – 10/31/25
Noncustodial Parent Choices Program	2225NCP001	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 who have substantial barriers to employment and career advancement, become economically self-sufficient while also making consistent child care payments.	\$292,403	9/1/24 – 9/30/25
Resource Administration Grant	2225RAG001	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.	\$3,462	10/1/24 – 9/30/25
		Amendment #1 – To update Awarding FAIN (Federal Award Identification Number).		

## TWC GRANTS & CONTRACTS LOG 2024–2025

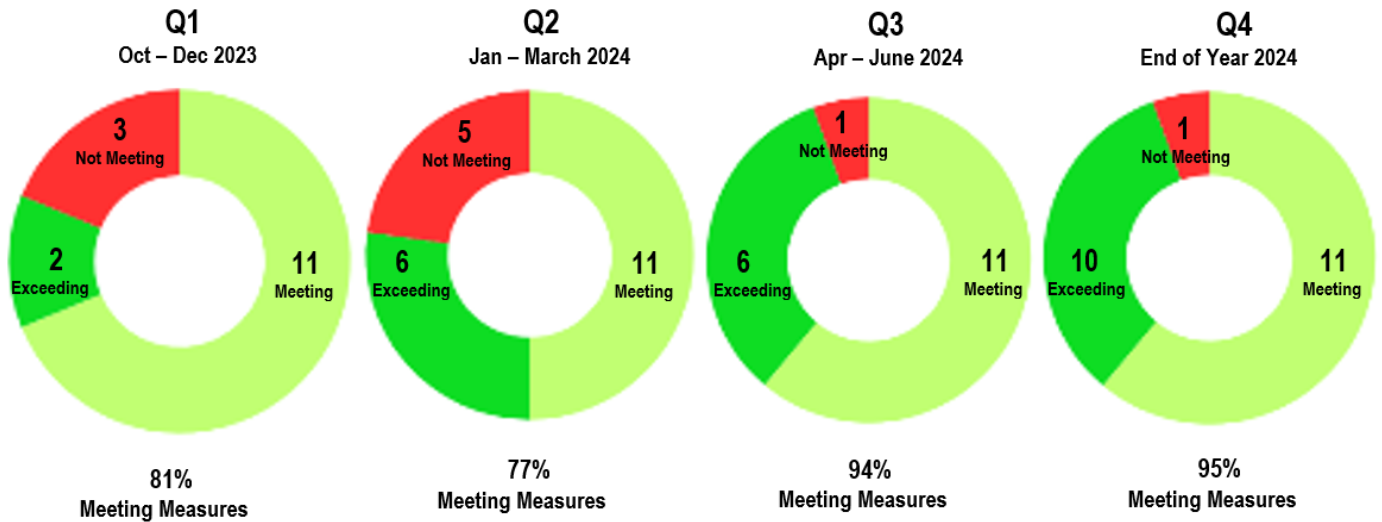
NAME	TWC CONTRACT #	ACTIVITY	AWARD AMOUNT	GRANT PERIOD
Reemployment Services and Eligibility Assessment	2225REA001	To provide claimants with access to a widely array of available resources that support reemployment and to connect claimants to the direct provision of intensive career services as appropriate. This program targets claimants who are mostly likely to exhaust benefits and be in need of reemployment services.	\$602,499	10/1/24 – 9/30/25
		<b>Amendment #1 - To increase grant award amount by \$264,000 and to revise Uniform Administrative Requirements.</b>		
Supplemental Nutrition Assistance Program (SNAP) Employment & Training (E&T) Third Party Partnership	2225SDR001	Permits states to use 50% reimbursement funds to create partnerships with local entities and provide SNAP E&T services to SNAP recipients.	\$30,000	10/1/24 – 9/30/25
Supplemental Nutrition Assistance Program (SNAP) Employment & Training (E&T)	2225SNE001	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.	\$500,268	10/1/24 – 9/30/25
Temporary Assistance for Needy Families/Choices	2225TAF001	To end the dependence of needy parents on public assistance by promoting job preparation, work, and marriage through the provision of services.	\$2,792,256	8/31/24 – 10/31/25
Trade Act Services for Dislocated Workers	2225TRA001	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.	\$5,000	10/1/24 – 9/30/25
Texas Veterans Commission - Resource Administration Grant	2225TVC001	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	10/1/24 – 9/30/25
		<b>Amendment #1 - To revise Statement of Work – Project Requirements (grant title name change).</b>		
Workforce Commission Initiatives	2225WCI001	To fund projects that strengthen and add value to the delivery system in its workforce area.	\$55,291	10/1/24 – 9/30/25
Corpus Christi Building Use Agreement	3125LSE007 AOB FY25	Staples Workforce Center	\$30,000	10/1/24 – 9/30/25

**INFORMATION ONLY**

XIII – 4. Performance Measure Update – Board Contract Year 2023-24

**BACKGROUND INFORMATION**

**Performance Measure Update (End of Year 2024 Final Release) Performance Synopsis  
Board Contract Year: 2024**



**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 – Meeting at Risk</b> – Equal to or Greater than 95% and Equal to or Less than 97%	<b>MP – Meeting at Risk</b> – Equal to or Greater than 90% and Equal to or Less than 95%
<b>P</b> – Not meeting performance – Less than 95%	<b>P</b> – Not meeting performance – Less than 90%

Explanation of Measures **in Negative Performance** for End of Year 2024

Performance Measure	Current		Current Performance	YTD Current % Target	EOY % Goal
	Numerator	Denominator			
Employed/Enrolled Q2 Post Exit – Youth	77	117	65.80%	88.68%	74.20%

**Board Actions: Performance Update**

TWC has identified some inaccuracies in the measures and intends to release an updated EOY MPR. WFSCB has not been given a timeline for this release. Until the updated MPR is available, it is unclear if this measure will change.

C2GPS has implemented tools and strategies designed to improve overall performance and help achieve meeting status. Board Contract Managers are convening biweekly to discuss changes, upcoming measures, and projections.

**BCY25 Performance Measure New Measures/Changes**

For BCY25, TWC implemented four (4) changes: the replacement of two (2) existing measures and the addition of two (2) new measures bringing the total number of contracted measures from 22 to 24.

- 1. Successful Texas Talent Assistance Rate** will be added as a *new measure*. This measure serves as a new Employer Service Outcome measure. The measure looks at the employers who received Texas Talent Assistance in the prior year and who had successful outcomes. Employers who received services associated with hiring are considered to have been successfully served if they make a New Employment Connection of a TWC Active TWC Job Seeker (both defined below under #2) within the next two (2) calendar quarters.
- 2. Active Job Seeker New Employment Connection Rate** to be added as a new measure *replacing* Career & Training Employed/Enrolled Q2 Post Exit. The Employed/Enrolled measure is not well aligned with customer need as it doesn't matter how long it takes to get a person a job or into education – as long as they are employed or enrolled in education/training in the 2nd quarter after exit (even if they were unemployed for 4 years doing job search), it is considered successful. In addition, WIOA-based measures like Employed/Enrolled Q2 Post-Exit only include outcomes of “participants” who people determined eligible for services and then receive at least one staff-assisted service that is not an information-only service (an information-only service is something generic which is unrelated to the specific needs of the individual job seeker) on at least one day.
- 3. Employment Connection Rate** to be added as a new measure *replacing* Career & Training Employed/Enrolled Q2-Q4 Post Exit. The Employed/Enrolled Q2-Q4 measure is not as flawed as the Employed/Enrolled Q2 measure but it still only focuses on Participants and does not allow data to measure the impact of the system helping job seekers self-service successfully. This new measure looks at all New Employment Connections made between a TWC-served Active Job Seeker or Training/Education participant and an employer to determine what percentage of those connections last at least two additional quarters.
- 4. Job Search Success Rate** to be added as a *new measure*. The measure looks at the percentage of parents who were enrolled in Initial Job Search Child Care and who became employed at a sufficient level to qualify them to extend access to subsidized child care, as evidenced the continuation of CC after the Initial Job search period. This takes a concept that had been run for incentive awards and makes it a contracted measure.



# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

Percent of Target

## BOARD CONTRACT YEAR 2024 YEAR END REPORT

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

Board	WIOA Outcome Measures														
	Adult					DW					Youth				
	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
Alamo	104.76%	88.70%	90.78%	82.87%	122.24%	108.45%	88.94%	104.53%	83.29%	103.26%	93.64%	92.78%	108.39%	119.92%	125.20%
Borderplex	110.86%	99.76%	150.25%	105.88%	112.64%	82.79%	76.06%	127.84%	88.69%	108.93%	76.42%	95.24%	125.00%	96.89%	163.45%
Brazos Valley	98.28%	101.32%	96.59%	89.77%	95.94%	102.50%	85.51%	94.31%	81.88%	78.47%	106.50%	91.63%	101.20%	148.13%	142.60%
Cameron	104.00%	118.48%	125.13%	103.43%	114.62%	131.75%	112.11%	158.96%	117.65%	81.41%	81.99%	95.42%	85.94%	95.08%	122.01%
Capital Area	116.80%	101.68%	110.60%	104.10%	85.64%	118.44%	99.60%	123.51%	94.72%	82.55%	82.00%	96.57%	151.67%	79.35%	92.83%
Central Texas	112.30%	106.37%	99.91%	98.57%	122.63%	98.12%	105.06%	119.10%	117.96%	125.60%	92.76%	94.75%	116.91%	77.55%	134.21%
Coastal Bend	119.16%	92.52%	129.22%	98.66%	105.10%	107.73%	113.13%	123.41%	101.76%	90.52%	88.68%	99.43%	142.53%	143.98%	114.56%
Concho Valley	95.47%	115.86%	111.07%	109.76%	127.00%	117.65%	90.47%	80.42%	87.94%	135.87%	123.00%	81.57%	177.06%	54.68%	168.16%
Dallas	101.32%	95.91%	117.59%	104.10%	104.32%	109.79%	98.70%	118.41%	88.96%	100.00%	97.04%	91.73%	111.09%	109.51%	80.75%
Deep East	107.99%	98.39%	107.24%	110.10%	93.36%	100.82%	93.52%	115.26%	95.69%	103.94%	87.22%	94.14%	114.66%	73.11%	116.47%
East Texas	97.26%	99.72%	98.44%	105.17%	99.04%	109.32%	99.09%	97.32%	92.05%	89.67%	102.00%	109.89%	105.36%	49.17%	107.74%
Golden Crescent	114.44%	103.16%	153.73%	97.92%	102.16%	112.65%	94.12%	95.55%	88.24%	99.23%	102.71%	121.14%	167.42%	94.40%	124.91%
Gulf Coast	101.98%	98.90%	100.56%	81.86%	110.61%	103.01%	94.21%	129.09%	82.55%	98.80%	89.99%	94.90%	131.13%	76.84%	104.12%
Heart of Texas	109.83%	102.53%	199.43%	100.14%	101.49%	90.47%	111.59%	89.03%	88.85%	65.27%	84.22%	91.46%	89.98%	82.99%	101.57%
Lower Rio	99.29%	86.08%	118.78%	103.96%	97.32%	108.75%	102.60%	121.14%	110.94%	104.94%	91.20%	103.28%	152.55%	135.80%	85.17%
Middle Rio	83.29%	73.24%	98.59%	127.51%	103.70%	105.29%	88.24%	80.55%	94.12%	101.73%	69.01%	74.96%	97.34%	65.15%	115.92%
North Central	106.61%	96.23%	105.52%	98.98%	105.72%	103.51%	96.39%	117.52%	87.08%	95.38%	97.16%	101.57%	103.38%	116.09%	108.43%
North East	108.12%	107.63%	133.55%	93.38%	117.15%	98.00%	108.62%	120.20%	115.20%	109.96%	99.63%	122.24%	112.73%	139.83%	149.55%
North Texas	86.94%	99.46%	88.74%	81.44%	78.54%	95.49%	100.24%	81.48%	94.22%	98.00%	98.28%	79.50%	87.64%	n/a	126.23%
Panhandle	102.82%	102.54%	113.21%	106.32%	106.98%	119.41%	101.56%	116.89%	93.47%	97.01%	116.06%	103.75%	138.77%	92.92%	77.30%
Permian Basin	102.47%	89.10%	91.52%	110.67%	111.53%	107.06%	94.90%	97.74%	95.85%	104.76%	105.82%	104.43%	231.68%	85.18%	118.35%
Rural Capital	103.53%	98.40%	85.31%	67.49%	103.83%	105.90%	92.06%	123.85%	84.35%	109.78%	88.24%	97.11%	120.77%	154.15%	75.62%
South Plains	100.47%	103.75%	113.70%	98.46%	111.75%	117.65%	117.65%	121.46%	105.88%	135.87%	102.27%	88.78%	99.36%	152.07%	141.67%
South Texas	101.23%	86.87%	120.16%	112.88%	116.09%	97.18%	109.44%	88.72%	109.76%	105.88%	111.36%	101.20%	157.32%	105.04%	135.54%
Southeast	106.22%	99.74%	87.20%	105.34%	134.93%	93.29%	94.70%	96.33%	111.68%	118.21%	99.19%	101.80%	118.30%	117.43%	134.64%
Tarrant	103.68%	102.20%	104.50%	110.06%	127.51%	97.22%	91.85%	110.50%	85.55%	118.73%	95.15%	96.69%	115.92%	118.26%	124.13%
Texoma	108.12%	106.54%	159.16%	106.24%	97.76%	122.70%	43.36%	160.61%	107.13%	104.59%	86.27%	92.80%	107.04%	124.19%	140.13%
West Central	105.95%	103.64%	107.65%	136.43%	124.51%	117.65%	111.47%	113.98%	103.88%	108.21%	98.01%	103.06%	162.21%	123.52%	179.37%
<b>+P</b>	5	2	14	6	13	8	5	17	5	5	3	2	18	12	19
<b>MP</b>	21	21	11	17	13	19	18	6	12	18	15	22	7	6	5
<b>-P</b>	2	5	3	5	2	1	5	5	11	5	10	4	3	9	4
<b>% MP &amp; +P</b>	93%	82%	89%	82%	93%	96%	82%	82%	61%	82%	64%	86%	89%	67%	86%
From	7/22	1/22	7/22	1/22	7/23	7/22	1/22	7/22	1/22	7/23	7/22	1/22	7/22	1/22	7/23
To	6/23	12/22	6/23	12/22	6/24	6/23	12/22	6/23	12/22	6/24	6/23	12/22	6/23	12/22	6/24

**BOARD CONTRACT YEAR 2024 YEAR END REPORT**

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

Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation		Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Employers Rcvg TX Talent Assistance	Choices Full Engagement Rate	Average # Children Served Per Day-Combined	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate								
Alamo	100.30%	101.79%	90.14%	102.58%	113.38%	129.66%	103.08%	5	12	5	77%
Borderplex	100.91%	100.60%	93.94%	97.82%	102.23%	96.84%	107.63%	7	10	5	77%
Brazos Valley	102.27%	100.36%	98.03%	107.23%	114.48%	105.48%	108.92%	6	12	4	82%
Cameron	107.27%	97.26%	115.77%	104.13%	105.16%	106.32%	99.94%	12	7	3	86%
Capital Area	101.82%	102.38%	102.68%	85.15%	150.77%	147.68%	96.94%	7	10	5	77%
Central Texas	99.85%	98.21%	124.23%	105.05%	90.15%	120.10%	99.34%	10	10	2	91%
Coastal Bend	98.79%	100.83%	99.16%	108.52%	102.19%	105.90%	115.52%	10	11	1	95%
Concho Valley	105.76%	99.52%	98.59%	108.77%	145.62%	125.00%	98.98%	12	6	4	82%
Dallas	96.97%	97.98%	104.23%	94.60%	98.54%	107.98%	98.21%	4	15	3	86%
Deep East	98.64%	97.38%	80.85%	105.13%	118.50%	123.62%	100.07%	7	12	3	86%
East Texas	105.76%	102.62%	79.44%	107.98%	148.76%	86.32%	98.76%	3	15	4	82%
Golden Crescent	107.12%	103.10%	99.16%	106.90%	144.97%	80.00%	88.31%	9	10	3	86%
Gulf Coast	96.52%	97.74%	78.17%	95.78%	132.42%	115.06%	109.69%	6	11	5	77%
Heart of Texas	104.70%	100.48%	75.92%	107.20%	200.31%	100.34%	99.62%	4	11	7	68%
Lower Rio	108.33%	97.98%	117.46%	106.15%	100.46%	141.80%	100.36%	9	11	2	91%
Middle Rio	107.58%	88.21%	94.51%	95.30%	131.68%	120.20%	99.63%	5	8	9	59%
North Central	97.27%	100.00%	99.30%	90.27%	137.59%	113.80%	104.49%	4	16	2	91%
North East	93.18%	98.33%	117.61%	107.18%	127.10%	97.52%	92.68%	11	9	2	91%
North Texas	102.58%	100.83%	97.89%	101.92%	152.35%	102.86%	93.08%	2	11	8	62%
Panhandle	106.52%	101.31%	112.25%	114.55%	115.58%	147.56%	92.91%	10	10	2	91%
Permian Basin	105.45%	101.43%	91.69%	111.52%	118.59%	78.98%	93.93%	7	10	5	77%
Rural Capital	102.58%	104.52%	83.10%	91.55%	159.65%	91.82%	97.07%	4	10	8	64%
South Plains	102.58%	100.24%	115.63%	107.28%	183.32%	116.96%	102.27%	12	9	1	95%
South Texas	99.09%	95.95%	131.41%	105.95%	100.37%	91.64%	109.92%	9	10	3	86%
Southeast	103.48%	96.43%	101.97%	108.23%	143.09%	99.42%	100.85%	8	13	1	95%
Tarrant	99.39%	98.33%	96.90%	94.88%	107.36%	102.34%	102.42%	8	12	2	91%
Texoma	96.82%	98.69%	114.37%	101.93%	168.41%	101.98%	98.84%	7	13	2	91%
West Central	99.55%	96.43%	117.32%	113.60%	139.62%	84.46%	95.75%	11	10	1	95%
<b>+P</b>	8	0	9	16	22	15	5	209			
<b>MP</b>	19	27	10	7	5	7	18	304			
<b>-P</b>	1	1	9	5	1	6	5	102			
<b>% MP &amp; +P</b>	96%	96%	68%	82%	96%	79%	82%	83%			
From	7/22	1/22	1/22	7/23	10/23	10/23	10/23	From			
To	6/23	12/22	12/22	6/24	9/24	3/24	9/24	To			

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

BOARD NAME: COASTAL BEND

BOARD CONTRACT YEAR 2024 YEAR END REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		10	11	1	95.45%											
Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes																

## WIOA Outcome Measures

DOL-C 1	Employed Q2 Post Exit – Adult (DOL)	+P	119.16%	76.20%	76.20%	90.80%	83.70%	85.30%	128 141		94.40%	84.00%	86.70%	94.00%	7/22	6/23
DOL-C 1	Employed Q4 Post Exit – Adult (DOL)	MP	92.52%	80.20%	80.20%	74.20%	72.60%	63.00%	138 186		75.00%	73.80%	77.10%	69.70%	1/22	12/22
DOL-C 1	Median Earnings Q2 Post Exit – Adult (DOL)	+P	129.22%	\$6,930.00	\$6,930.00	\$8,954.89	\$8,353.31	\$7,739.63	n/a 143	\$10,188.00	\$6,888.42	\$8,823.11	\$11,106.75	7/22	6/23	
DOL-C 1	Credential Rate – Adult (DOL)	MP	98.66%	67.20%	67.20%	66.30%	70.30%	61.40%	67 101		76.00%	69.20%	75.00%	40.90%	1/22	12/22
DOL-C 1	Measurable Skills Gains - Adult (DOL)	MP	105.10%	64.70%	64.70%	68.00%	65.70%	56.00%	134 197		---	---	---	---	7/23	6/24
DOL-C 1	Employed Q2 Post Exit – DW (DOL)	MP	107.73%	81.50%	81.50%	87.80%	89.00%	91.80%	36 41		91.70%	100.00%	77.80%	83.30%	7/22	6/23
DOL-C 1	Employed Q4 Post Exit – DW (DOL)	+P	113.13%	73.10%	73.10%	82.70%	77.90%	76.10%	81 98		77.80%	90.00%	78.60%	88.90%	1/22	12/22
DOL-C 1	Median Earnings Q2 Post Exit – DW (DOL)	+P	123.41%	\$9,870.00	\$9,870.00	\$12,180.69	\$11,626.10	\$8,851.60	n/a 42	\$12,339.50	\$10,925.88	\$17,684.73	\$11,106.75	7/22	6/23	
DOL-C 1	Credential Rate – DW (DOL)	MP	101.76%	79.60%	79.60%	81.00%	81.80%	68.40%	34 42		83.30%	66.70%	87.50%	85.70%	1/22	12/22
DOL-C 1	Measurable Skills Gains - DW (DOL)	MP	90.52%	82.30%	82.30%	74.50%	69.70%	68.10%	35 47		---	---	---	---	7/23	6/24
DOL-C 1	Employed/Enrolled Q2 Post Exit – Youth (DOL)	-P	88.68%	74.20%	74.20%	65.80%	67.80%	67.90%	77 117		65.00%	63.00%	76.00%	60.00%	7/22	6/23
DOL-C 1	Employed/Enrolled Q4 Post Exit – Youth (DOL)	MP	99.43%	70.00%	70.00%	69.60%	69.50%	64.00%	87 125		86.70%	67.40%	75.00%	55.60%	1/22	12/22
DOL-C 1	Median Earnings Q2 Post Exit – Youth (DOL)	+P	142.53%	\$3,360.00	\$3,360.00	\$4,788.85	\$3,974.21	\$3,159.75	n/a 76	\$5,645.00	\$3,241.83	\$5,183.11	\$3,226.36	7/22	6/23	
DOL-C 1	Credential Rate – Youth (DOL)	+P	143.98%	48.20%	48.20%	69.40%	42.10%	39.50%	34 49		42.90%	72.70%	76.20%	70.00%	1/22	12/22
DOL-C 1	Measurable Skills Gains - Youth (DOL)	+P	114.56%	63.20%	63.20%	72.40%	73.60%	67.00%	84 116		---	---	---	---	7/23	6/24
LBB-NK 1	Employed/Enrolled Q2 Post Exit – C&T Participants Except Other	MP	98.79%	66.00%	66.00%	65.20%	68.40%	60.00%	4,496 6,896		65.40%	65.80%	63.30%	66.10%	7/22	6/23
LBB-K 1	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants Except Other	MP	100.83%	84.00%	84.00%	84.70%	85.50%	83.60%	4,809 5,676		86.20%	84.50%	85.20%	82.50%	1/22	12/22
LBB-K 1	Credential Rate – C&T Participants	MP	99.16%	71.00%	71.00%	70.40%	68.00%	56.30%	152 216		73.30%	69.10%	78.30%	56.10%	1/22	12/22

1. TWC recently rebuilt its reporting system for Career & Training programs and the data reported here and for the historical data has been updated to use this new system.

## Reemployment and Employer Engagement Measures

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

BOARD NAME: COASTAL BEND

BOARD CONTRACT YEAR 2024 YEAR END REPORT

Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes															

## Reemployment and Employer Engagement Measures

TWC	Claimant Reemployment within 10 Weeks	+P	108.52%	60.00%	60.00%	65.11%	65.13%	67.62%	6,030 9,261	67.36%	65.75%	63.56%	63.96%	7/23	6/24
TWC	Employers Receiving Texas Talent Assistance	MP	102.19%	2,193	2,193	2,241	2,549	2,383	----- -----	1,064	832	587	709	10/23	9/24

## Program Participation Measures

TWC	Choices Full Engagement Rate - All Family	+P	105.90%	50.00%	50.00%	52.95%	56.85%	45.03%	28 52	53.68%	52.22%			10/23	3/24
2	Total														
LBB-K	Avg # Children Served Per Day - Combined	+P	115.52%	3,242	3,242	3,745	3,403	2,780	977,444 261	3,493	3,690	3,997	3,799	10/23	9/24

2. 1|3 has been unable to replicate the report logic necessary to report this measure following the launch of the Workforce Case Management replacement in April 2024. As such, BCY24 performance will be based on Oct 2023 to March 2024 – the period for performance was able to be calculated.

**INFORMATION ONLY**

XIII – 5. Draft Agenda for the February 26, 2025 Board of Directors Meeting

**BACKGROUND**

Attached is a draft agenda for the February 26, 2025 Board of Directors Meeting.

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**Board of Directors Meeting**

Mission Career Center – 4981 Ayers Street – Mission Training Room  
Corpus Christi, Texas

Join Zoom Meeting

<https://us02web.zoom.us/j/87900517521?pwd=Js8n0NVLOnc4ybTR577PuDfbLczmqn.1>

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

Meeting ID: 879 0051 7521  
Passcode: 694240

**Wednesday, February 26, 2025 – 3:00 pm**

**DRAFT AGENDA**

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- I. **Call to Order:** *Raynaldo De Los Santos, Jr., Chair*
- II. **TOMA Rules:** *Janet Neely*
- III. **Roll Call:** *Marcia Keener, Secretary*
- 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. **Board Comments**
- VII. **Discussion and Possible Action on Minutes of the December 9, 2024 Special-Called Board of Directors Meeting**
- VIII. **Discussion and Possible Action on Minutes of the December 11, 2024 Annual Board of Directors Meeting**

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IX. **Chair Report:** *Raynaldo De Los Santos, Jr.*

- Board Updates, Key Meetings, Items of Interest, and Communication

X. **President/CEO Report:** *Ken Trevino*

- Business Development, Public Relations and Organizational Update

XI. **CFO Report:** *Shileen Lee*

- Financials as of 12/31/2024

XII. **Committee Reports**

\* *Child Care Services*

*Victor M. Gonzalez, Jr., Chair*

\* *Youth Services*

*Liza Wisner, Chair*

\* *Workforce Services*

*Dr. Leonard Rivera, Chair*

\* *Public Relations*

*C. Michelle Unda, Chair*

XIII. **Consent Agenda Action Items:** *(a note on Consent Agenda items is included at the end of this agenda):*

1. FY 24-25 Budget Amendment #2

*(Reviewed and Approved for recommendation by Executive/Finance Committee on February 19, 2025)*

2. To Approve the President/CEO's Execution of a Lease Agreement for Fiscal Year 2024-25

*(Reviewed and Approved for recommendation by Executive/Finance Committee on February 19, 2025)*

3. Review of Local Workforce Development Draft Board Plan PY2025-2028

*(Reviewed and Approved for recommendation by Workforce Services Committee on February 13, 2025)*

4. Board Policy # 4.0.100.00 – Program Policy and Services Guide

*(Reviewed and Approved for recommendation by Workforce Services Committee on February 13, 2025)*

XIV. **Information Only:**

1. Monitoring Report: *Ricardo Munoz*

2. Facilities & IT Updates: *Shileen Lee*

3. Update on Procurements & Contracts: *Esther Velazquez*

4. Performance Measure Update: *Alba Silvas*

XV. **Adjournment**

**Notice:** *The Chair of the Board of Directors will be at 4981 Ayers Street, Corpus Christi, Texas where the Chair will preside over the Meeting.*

**Notice:** *One or more members of the Board of Directors may attend via video conference.*

**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.

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

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

**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 the **Mission Career Center, Mission Training Room** 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, 4981 Ayers Street, 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.



## 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.
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.

## WFSCB Glossary of Terms

Program Title	Acronym	Program Description
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 Education Agency	TEA	The branch of government in Texas responsible for public education. TEA is responsible for the oversight of public primary and secondary education in the state of Texas.
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.