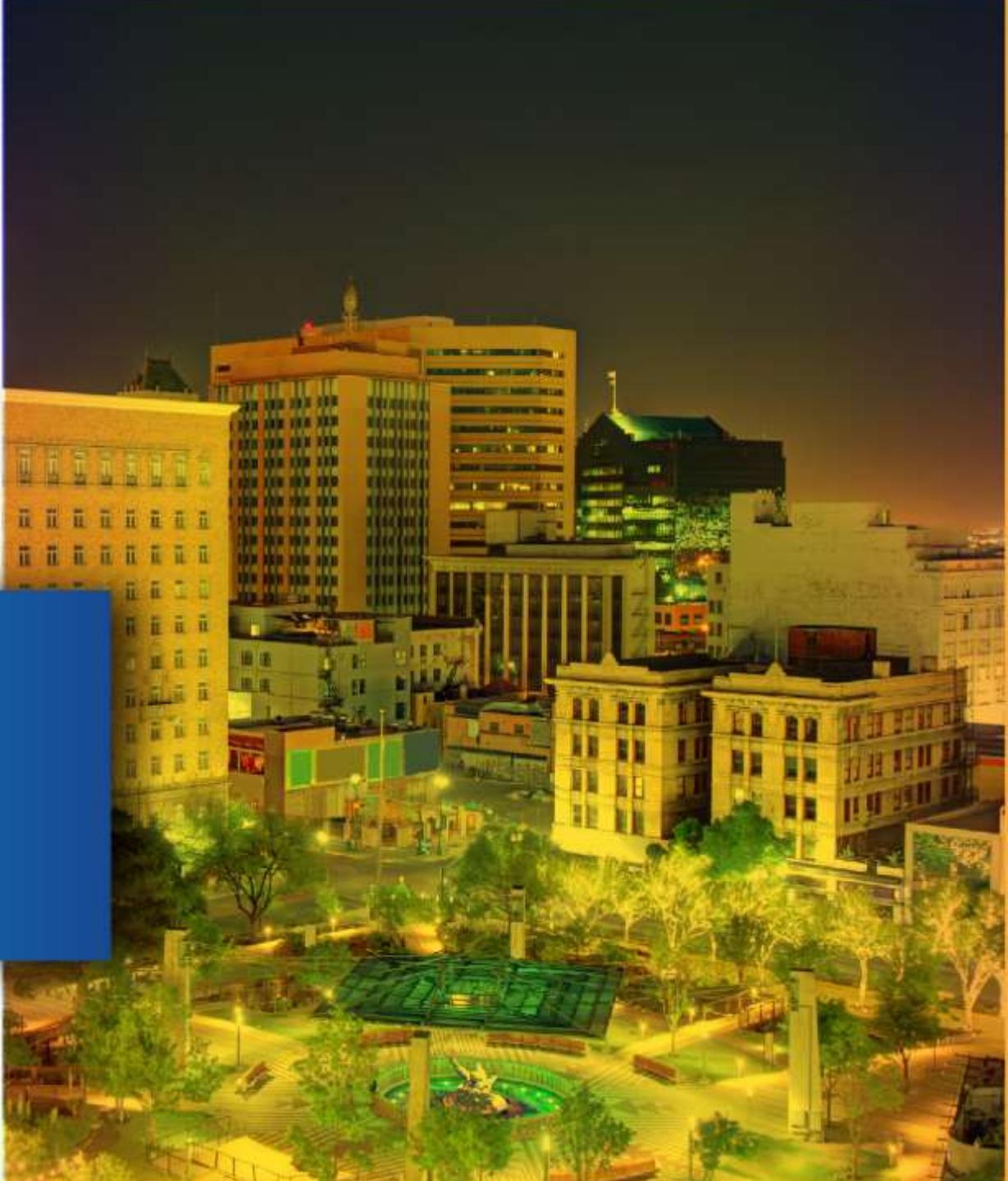


General Board Meeting



W
E
L
C
O
M
E



- 1. CALL TO ORDER AND ESTABLISHMENT OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
Moment of Reflection
- 3. PUBLIC COMMENT**
Members of the public shall have the opportunity to address the Board within the jurisdiction of the Board. The comments are limited to no more than three (3) minutes per subject, regardless of the number of those wishing to speak. Anyone desiring to address the Board under "Public Comment" must submit a "Request to Speak" form prior to the meeting. There can be no deliberation by Board members, and no action taken, on issues or items raised during Public Comment, unless a posted agenda item covers the issue or item.
- 4. INTRODUCTIONS**

A: Recognition of Incoming Board Members

The following consent agenda is slated for action as one item without discussion, unless a request for discussion is made by a Board Member.

5. Consent Agenda

- A: Approval of the General Board Meeting Minutes of June 5, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- B: Approval of the Special Populations Subcommittee Meeting Minutes of June 1, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- C: Approval of the Industry and Economic Development Committee Meeting Minutes of June 21, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- D: Approval of the Rural Subcommittee Meeting Minutes of June 28, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- E: Approval of the Education and Youth Committee Meeting Minutes of June 23, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- F: Approval of the Ad Hoc Committee on Operating Budget FY2024 Meeting Minutes of July 10, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- G: Acceptance of the update on the monitoring activities report for the period ending June 30, 2023 (WIOA Dislocated Worker & Personal Identifiable Information (PII)) (Jeanette Alvarado, Financial Analyst)
- H: Acceptance of the Report on TWC Performance Measures for the period ending May 2023 (Karina Castillo, Organizational Effectiveness & Research Director)
- I: Contracts over \$250,000 executed during the period of May 2, 2023, to August 4, 2023 (Diana Velazquez, Purchasing & Contracts Manager)
 - i. \$300,000 to Strada Education Network, Inc. and Education at Work
- J: Ratification of the Education and Youth Committee action to approve the Proposed Policy Change to Establish a Desert Priority Group (Marisela Correa, Family Services Director)
- K: Ratification of the General Board to appoint Mr. Frank Spencer III to the Rural Subcommittee (Leila Melendez, CEO)



6. REGULAR AGENDA

- ✓ ITEMS FOR DISCUSSION AND/OR ACTION

**A: Discussion and action to
accept the Single Audit
Report for Fiscal Year
ending September 30, 2022**

Peña, Briones McDaniel & Co.
Certified Public Accountants

**A: Discussion and action to
accept the Single Audit
Report for Fiscal Year
ending September 30, 2022**

Call For A Motion

MOTION
1ST:
2ND:

B: EXECUTIVE & FINANCE COMMITTEE RECOMMENDATION

**Discussion and action to
approve the financial
reallocation as recommended
by staff and to accept the
Financial Report for the period
through June 2023.**

**Frank Spencer III, Board Chair;
Laura Avalos, Fiscal Manager**

Financial Report – June 2023

	Annual Budget	YTD Expenses	Act %		Balance		Straight-line	StrL %	Act vs StrL %
	\$ 69,870 K	\$ 49,480 K	71%		\$ 20,390 K		\$ 52,403 K	75%	 -4%

Expense Category	Budget	Actual	Straight-line	Actual %	Variance %	Balance
Headquarters	\$5,976,849	\$3,618,776	\$4,482,637	61% 	-14%	\$2,358,073
Facilities, Fixtures & Equ.	\$1,783,100	\$1,305,782	\$1,337,325	73% 	-2%	\$477,318
Outs. Contracts & Other Prj.	\$2,797,223	\$577,156	\$2,097,917	19% 	-54%	\$2,220,067
Promotional Outreach	\$444,400	\$258,717	\$333,300	58% 	-17%	\$185,683
To Be Developed	\$652,344	\$0	\$489,258			\$652,344
Child Care Services	\$48,759,477	\$38,029,073	\$36,569,608	78% 	3%	\$10,730,404
Targeted Case Management	\$225,000	\$225,000	\$168,750	100% 	25%	\$0
Contracted Workforce Svcs	\$5,562,015	\$3,761,008	\$4,171,511	68% 	-7%	\$1,801,007
Participant Related	\$3,669,640	\$1,704,142	\$2,752,230	46% 	-29%	\$1,965,498

Change in Revenue

New Funding

<i>Externships for Teachers</i>	\$	200,000
<i>Strada Collaborative</i>	\$	150,000
<i>TAA - Trade Adjustment Assistance</i>	\$	46,523
Total	\$	396,523

Amendment #6

Allocation Category	Original Budget	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	FY23 Total Budget
Headquarters	5,564,536	171,413			240,900			5,976,849
Facilities, Fixtures & Equipment	1,783,100							1,783,100
Outsourced Contracts & Other Projects	2,029,794		925,781		(154,570)	(3,782)	290,500	3,087,723
Promotional Outreach	637,500		(199,500)	2,500		3,900	6,000	450,400
To Be Developed	79,000					573,344	39,150	691,494
Child Care Services	56,059,907	(171,413)	(7,724,635)	976,341	(1,517,635)	1,136,911		48,759,477
Targeted Case Management/Healthcare	225,000							225,000
Contracted Workforce Services	5,392,713		58,606	94,400	(6,869)	23,164	14,350	5,576,365
Participant Related	1,889,376		396,615	41,499	(17,741)	1,359,891	46,523	3,716,163
Total	73,660,927	-	(6,543,132)	1,114,740	(1,455,915)	3,093,428	396,523	70,266,571

**B: EXECUTIVE & FINANCE
COMMITTEE
RECOMMENDATION**

**Discussion and action to
approve the financial
reallocation as recommended
by staff and to accept the
Financial Report for the period
through June 2023.**

Call For A Motion

MOTION
1ST:
2ND:

C: Discussion and action to accept the FY 2024 Board Operating and Program Budget

- 2024 Holiday Calendar

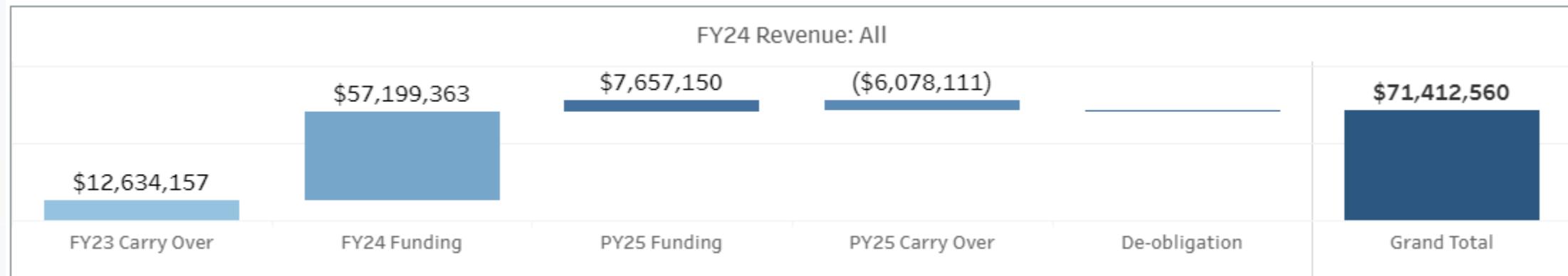
Laura Avalos,
Fiscal Manager

FY24 Proposed Operating Budget

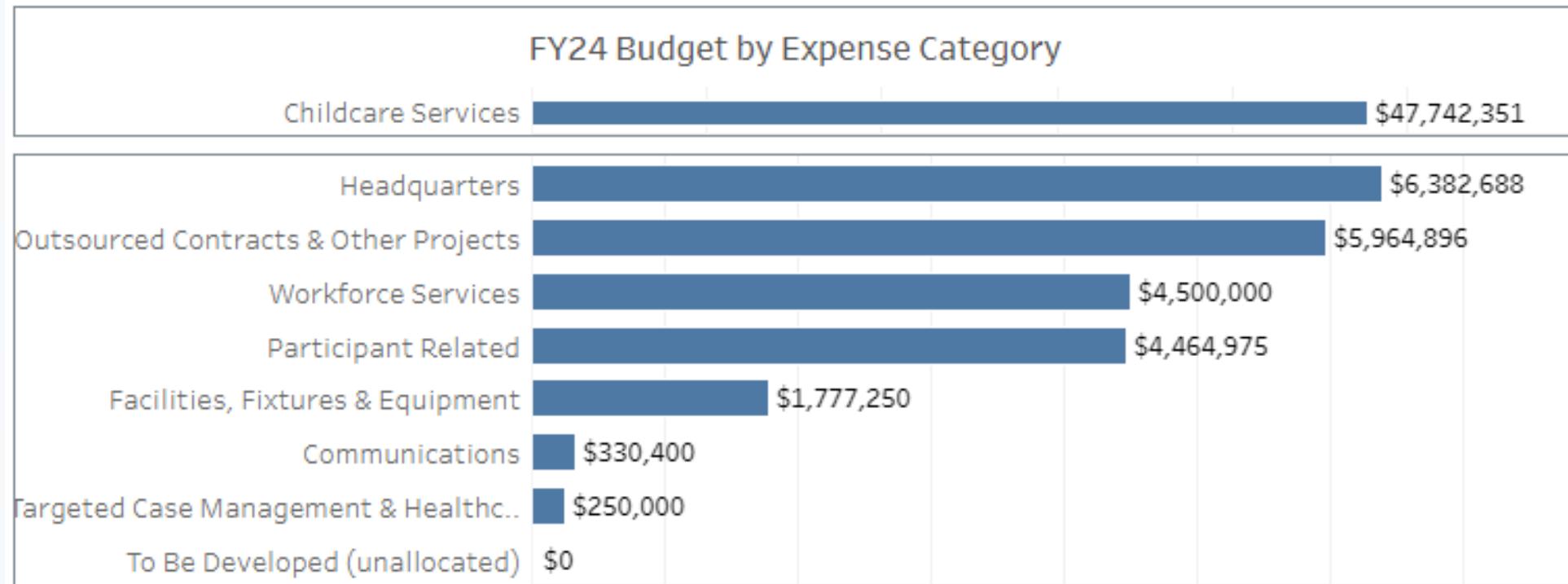
\$71,412,560

Total Budget FY24

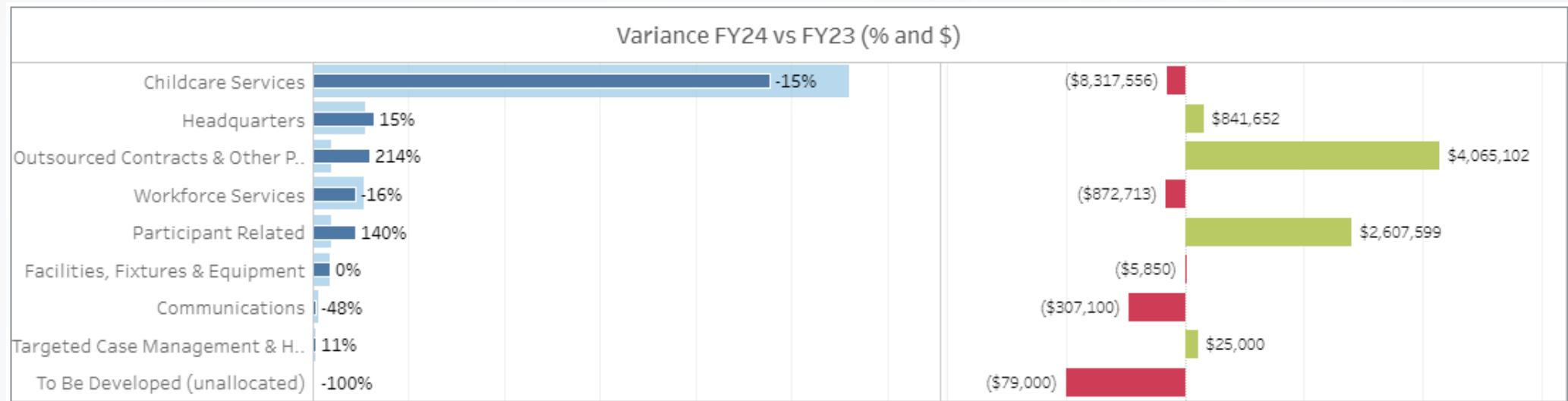
Variance vs FY23
(\$2,248,367)
-3%



FY24 Proposed Operating Budget



FY24 Proposed Operating Budget



Childcare Services

- No carryover projections from FY23.
- Use FY24 CCS funds to cover over enrollment/expenditures in FY23.

Headquarters

- Salaries, Employee Benefits, and Equipment for 5 TRS Mentors in the Family Services Dept.
- 10% increase in Health Insurance.

Outsourced Contracts & Other Projects

- Alignment with Strategic Plan
 - Re-entry individuals, Veterans, and Next Force (Youth).
 - Support key industries: Healthcare, IT, and Advanced Manufacturing.

Workforce Services

- Shifted some activities to Outsourced Contracts, ex. Outreach Specialist.

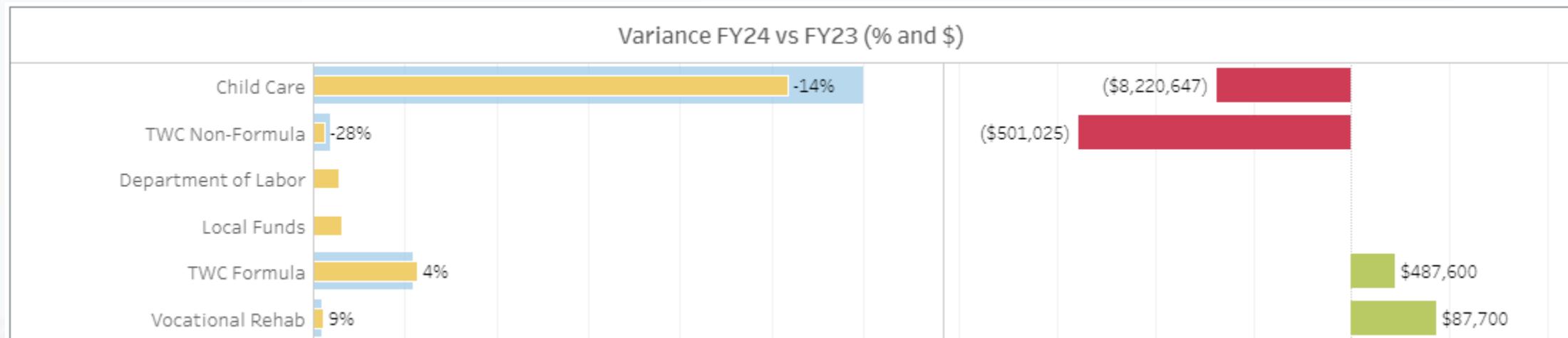
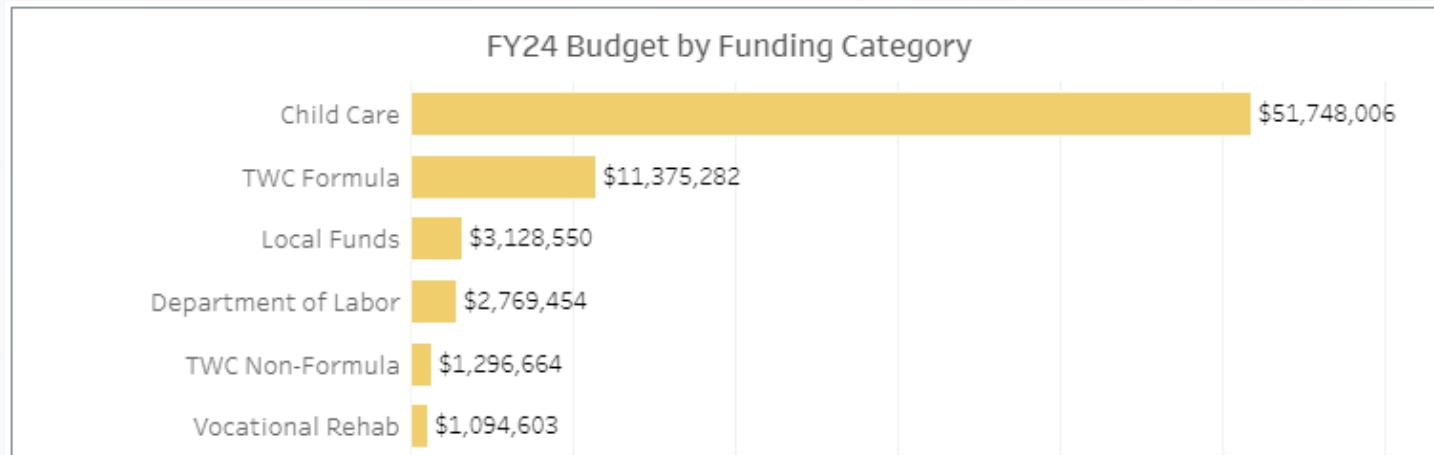
Participant Related

- Paid work-based learning model.
- On-the-job training.

Communications

- Leverage internal resources and business partners.

FY24 Proposed Operating Budget



FY24 Proposed Operating Budget

	Project	FY23 Budget	FY24 Proposed Budget
Benefits All Programs	Business Intelligence - Borderplex Alliance	\$ 25,000	\$ 21,500
	Business Intelligence - El Paso Chamber	\$ 35,000	\$ 43,250
	Business Intelligence - El Paso Hispanic Chamber	\$ 25,000	\$ 53,000
	Business Intelligence - Paso Del Norte Foundation	\$ -	\$ 17,000
	Chmura Economics	\$ 30,000	\$ -
	Cost of Living Research Project	\$ 1,800	\$ 2,500
	Fund Development	\$ 75,000	\$ 85,000
	IC - Counseling & Referral Liason	\$ -	\$ 100,000
	MCA - STEM Camps	\$ 10,000	\$ 10,000
	NBRI (Research Services)	\$ 17,916	\$ 25,000
	Rio Grande COG	\$ 50,000	\$ 60,000
	Tech Hub Bridge Accelerator (via PDN)	\$ -	\$ 6,000
	UTEP El Paso Collaborative for Academic Excellence (Network)	\$ 50,000	\$ 50,000

FY24 Proposed Operating Budget

	Project	FY23 Budget	FY24 Proposed Budget
Benefits Programs Directly	Aerospace & Defense Training	\$ 150,000	\$ 90,000
	Airstreams - Tower Technicians	\$ 12,000	\$ -
	AVANCE	\$ 58,000	\$ -
	Avance & EPCC	\$ 17,000	\$ -
	Bank of America - Nailed-It Project	\$ 25,000	\$ -
	Bank of America - Youth Projects	\$ 22,000	\$ 30,000
	Benefits Cliff Pilot	\$ -	\$ 80,000
	Child Care Rural FCE - Reskilling and Upskilling Rural West Texas	\$ -	\$ 10,000
	Child Care Mentoring	\$ 576,000	\$ -
	Contingency Projects - Cost Pool	\$ 50,000	\$ 110,183
	Education at Work - Strada/TIP	\$ -	\$ 142,500
	EP City ARPA	\$ -	\$ 850,000
	EP County - Child Care Industry Support	\$ -	\$ 1,569,735
	EP County - Small Business Support	\$ -	\$ 347,500
	External Monitors	\$ 50,000	\$ 77,855
	Healthcare Initiatives	\$ -	\$ 100,000
	Healthcare Training - Military	\$ -	\$ 16,000
	IC - Data Analyst	\$ -	\$ 48,000
	IC - Outreach Specialists	\$ -	\$ 150,000
	IC - Pathway for Heroes	\$ -	\$ 82,000
	IT Registered Apprenticeship Expansion	\$ -	\$ 160,000

	Project	FY23 Budget	FY24 Proposed Budget
Benefits Programs Directly	Local Match	\$ 95,000	\$ 95,000
	Master Card Transformation Pilot	\$ -	\$ 100,000
	Microsoft Projects	\$ 90,000	\$ 70,000
	MSFW Forum	\$ 30,000	\$ 30,000
	Navigator - Hireability Events	\$ 12,000	\$ 7,000
	NextForce Projects - Cost Pool	\$ 150,000	\$ 150,000
	Pre-Apprenticeship Initiatives	\$ 77,500	\$ -
	Re-Entry Projects & Collaboration	\$ 50,000	\$ 85,000
	Regional CTE Conference	\$ 5,000	\$ 5,000
	Skills Development Fund Projects	\$ 35,000	\$ -
	SNAP Work Experience Pilot	\$ -	\$ 50,000
	Special Populations Training	\$ -	\$ 100,000
	TANF 2 Entrepreneurship	\$ -	\$ 40,000
	United Way Mentoring Services	\$ -	\$ 386,176
	UTEP College of Social Work	\$ 150,000	
	WCI - Foster Care Conference	\$ -	\$ 1,143
	WCI - Hiring Red, White, & You	\$ 20,000	\$ 2,000
	WCI - Jobs Y'all	\$ 24,500	\$ 5,000
	WCI - Short Term Training for CCS Parents	\$ 7,378	\$ -
	WCI - TVLP	\$ 3,700	\$ -
	WIOA Adult - General WBL	\$ -	\$ 351,013
	Youth - General WBL	\$ -	\$ 50,542
	Youth Foster Initiatives	\$ -	\$ 100,000

2024 Holiday Calendar

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

WSB Holidays 2023

Federal Holidays (Workforce Holiday)

Jan 1 New Years Day
Jan 15 Martin Luther King Day
Feb 19 President's Day
Dec 24 & 25 Christmas Eve and Christmas Day

Holidays may be worked or used later within the calendar year. If not used, you will lose the Comp time hours
Blue holidays are skeleton crew days – 12 Paid Holidays

May 27 Memorial Day
June 19 Juneteenth
July 4 Independence Day

Sept 2 Labor Day
Nov 28 & 29 Thanksgiving

March 29, Good Friday - Floating Holiday
January 19 - Confederate Heroes Day
March 2 - Texas Independence Day
March 31 - Cesar Chavez Day
April 21 - San Jacinto Day
June 19 - Emancipation Day
August 27 - LBJ Day

(Skeleton Crew Required)
Centers Open
Centers Open
Centers Open
Centers Open
(Skeleton crew required)
(Skeleton Crew Required)

C: Discussion and action to accept the FY 2024 Board Operating and Program Budget

- 2024 Holiday Calendar

Call For A Motion

MOTION
1ST:
2ND:



7. ACTIVITY REPORTS



ITEMS NOT POSTED FOR ACTION

A: CEO Report

- Status on Child Care Program
- TAWB Update
- Other General Updates

Leila Melendez,
Chief Executive Officer

Status on Child Care Program

- Utilizing \$1.5M unused FY23 quality funds
- Beginning to see decrease in children in care
- Impending policy changes to be presented & vetted at Education & Youth Committee meeting – August 25, 2023

The Committee may vote to enter Executive Session – or a closed private session without public attendance – to take up the following item(s) in accordance with Chapter 551 of the Texas Government Code. No voting may take place in Executive Session. Any possible course of action discussed by the Committee in Executive Session must be taken up and voted on in the open, public session.

8. EXECUTIVE SESSION

- A: Discussion regarding personnel matters (551.074 of the Texas Government Code)
- B: Consultation with legal counsel on a matter(s) which legal counsel is obligated to keep confidential (551.071 of the Texas Government Code)
 - Discussion regarding contract negotiations
- C: Discussion regarding personnel, possible claims, litigation matters, appeals, or other matters requiring advice of legal counsel (551.071 of the Texas Government Code)
- D: Discussion regarding pending or threatened litigation (551.071 of the Texas Government Code)

9. Adjourn

NEXT GENERAL BOARD MEETING: SEPTEMBER 21, 2023