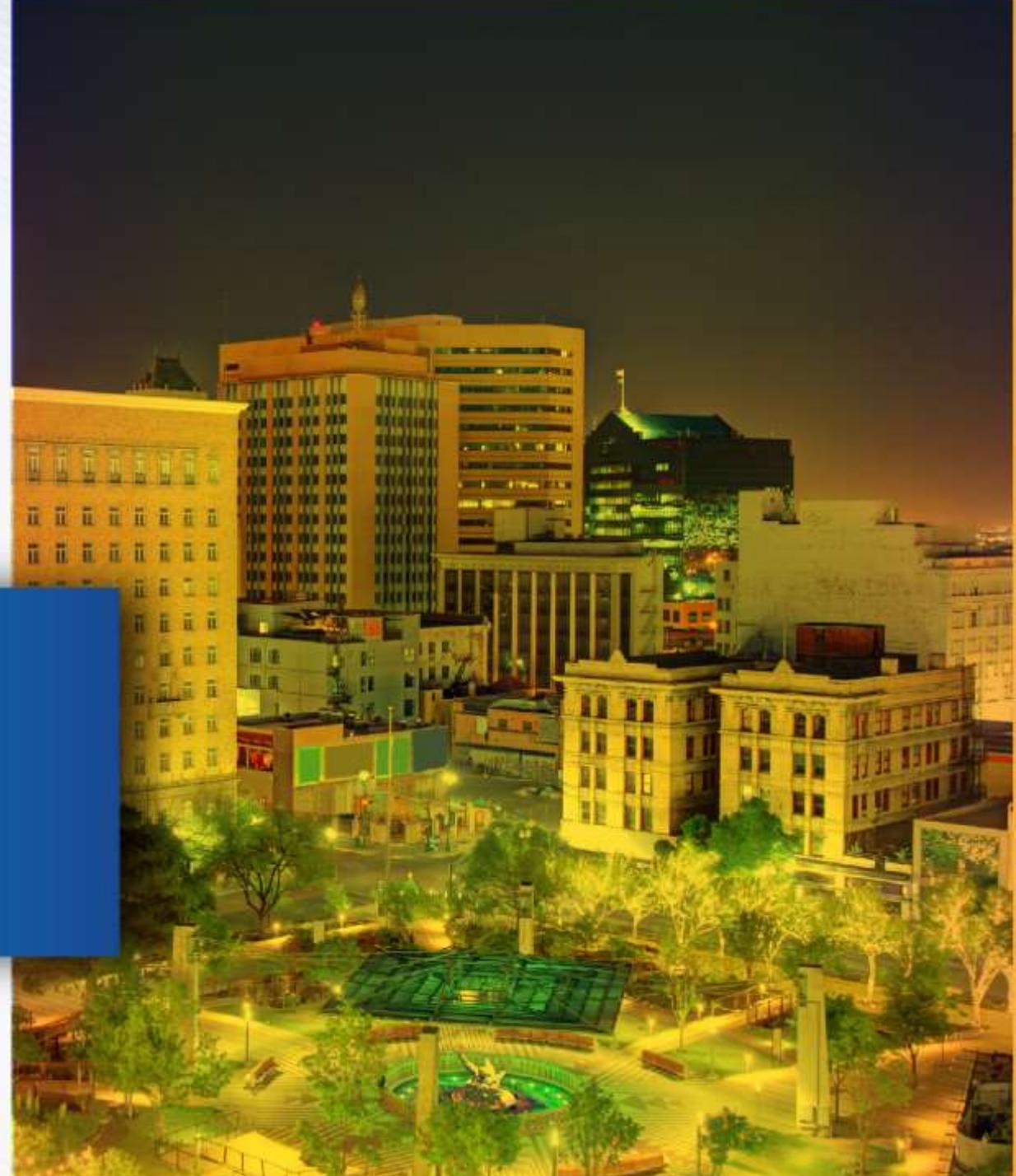


**WORKFORCE**  
SOLUTIONS BORDERPLEX

# Special General Board Meeting





## 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 the issue or item is covered by a posted agenda item.

## 4. INTRODUCTIONS

A: Recognition of Incoming Board Member, Eduardo Garcia, Economic Development Representative

***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 March 30, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- B: Approval of the Special Populations Subcommittee Meeting Minutes of April 6, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- C: Approval of the Industry and Economic Development Committee Meeting Minutes of April 25, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- D: Approval of the Rural Subcommittee Meeting Minutes of April 26, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- E: Approval of the Education and Youth Committee Meeting Minutes of April 28, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- F: Approval of the Finance/Executive Committee Meeting Minutes of May 10, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- G: Approval of the Governance Committee Meeting Minutes of May 23, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- H: Approval of the Governance Committee Meeting Minutes of March 23, 2023, as prepared and presented (Frank Spencer III, Board Chair)
- I: Ratification of the Governance Committee action to approve the nomination of Ruben Chavez representing Community Based Organization and Adam Pacheco representing the Labor category if they are willing to serve on the Board of Directors. (Mica Short, Governance Committee Chair, and Leila Melendez, CEO)
- J: Ratification of the Governance Committee action to approve Dr. William Serrata, Mica Short, Emma Schwartz, Carmen Perez, Dr. Jose Manuel de La Rosa, Mary Jo Ochoa, and Ernestina Fauntleroy for renewal and to invite Dr. William Serrata to the Advisory Committee. (Mica Short, Governance Committee Chair, and Leila Melendez, CEO)
- K: Ratification of the Governance Committee action to approve Ruben Torres as the first option, Art Garza as the second option, and Bobby Blanco as the third option to serve as the Economic Development Committee Chair (Mica Short, Governance Committee Chair, and Leila Melendez, CEO)
- L: Acceptance of the update on the monitoring activities report for the period ending April 30, 2023 (WIOA Eligibility & Personal Identifiable Information (PII)) (Janell Valles, Organizational Effectiveness Manager)
- M: Acceptance of the Report on TWC Performance Measures for the period ending March 2023 (Karina Castillo, Senior Administrative Analyst)
- N: Contracts over \$250,000 executed during the period of March 15, 2023, to May 2, 2023 (Diana Velazquez, Purchasing & Contracts Manager)
  - i. Alpine Independent School District



## 6. REGULAR AGENDA

- ✓ ITEMS FOR DISCUSSION AND/OR ACTION

**A: 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 February 2023.

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

# Financial Report - February 2023

	<b>Annual Budget</b>	<b>YTD Expenses</b>	<b>Act %</b>		<b>Balance</b>		<b>Straight-line</b>	<b>StrL %</b>	<b>Act vs StrL %</b>
	\$ 66,777 K	\$ 25,692 K	38%		\$ 41,084 K		\$ 27,824 K	42%	 -4%

Expense Category	Budget	Actual	Straight-line	Actual %	Variance %	Balance
Headquarters	\$5,976,849	\$1,879,420	\$2,490,354	 31%	 -11%	\$4,097,429
Facilities, Fixtures & Equ.	\$1,783,100	\$746,398	\$742,958	 42%	 0%	\$1,036,702
Outs. Contracts & Other Prj.	\$2,801,005	\$922,861	\$1,167,086	 33%	 -9%	\$1,878,144
Promotional Outreach	\$440,500	\$156,164	\$183,542	 35%	 -7%	\$284,336
To Be Developed	\$79,000	\$0	\$32,917			\$79,000
Child Care Services	\$47,622,566	\$18,755,430	\$19,842,736	 39%	 -3%	\$28,867,136
Target Industry Partnership	\$225,000	\$112,500	\$93,750	 50%	 8%	\$112,500
Contracted Workforce Svs	\$5,538,850	\$2,281,215	\$2,307,854	 41%	 -1%	\$3,257,635
Participant Related	\$2,309,749	\$838,271	\$962,395	 36%	 -6%	\$1,471,479

# Change in Revenue

## New Funding

<i>Bank of America</i>	\$	30,000
<i>Child Care</i>	\$	1,336,911
<i>Middle Skills Employment Supplies</i>	\$	67,130
<i>SNAP E&amp;T</i>	\$	48,022
<i>Skills Development Fund - Technimark</i>	\$	46,838
<i>WIOA National Dislocated Worker Grant</i>	\$	1,564,527
<b>Total</b>	<b>\$</b>	<b>3,093,428</b>

# Amendment #5

Allocation Category	Original Budget	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	FY23 Total Budget
Headquarters	5,564,536	171,413			240,900	-	5,976,849
Facilities, Fixtures & Equipment	1,783,100					-	1,783,100
Outsourced Contrats & Other Projects	2,029,794		925,781		(154,570)	(3,782)	2,797,223
Promotional Outreach	637,500		(199,500)	2,500		3,900	444,400
To Be Developed	79,000					573,344	652,344
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	5,562,015
Participant Related	1,889,376		396,615	41,499	(17,741)	1,359,891	3,669,640
<b>Total</b>	<b>73,660,927</b>	<b>-</b>	<b>(6,543,132)</b>	<b>1,114,740</b>	<b>(1,455,915)</b>	<b>3,093,428</b>	<b>69,870,048</b>

**A: 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 February 2023.

**Call For A Motion**

**MOTION**

**1<sup>ST</sup>:**

**2<sup>ND</sup>:**

**B: Ratification of the  
Finance/Executive  
Committee action to  
approve the RFP FY23-  
260-125 CCS Operator  
Services Contract  
Recommendations**

**Diana Velazquez,**  
Purchasing & Contracts Manager

# RFP Process

## First Phase

- Request for Proposals 2/6/23
- Opened for 6 weeks
- Bidders Conference 2/22/23
- Q&A Deadline 3/1/23

## Second Phase

- Proposals Due 3/17/23
- 3 Proposals Received
  - Baker Ripley
  - STEAMSPIRATIONS
  - YWCA El Paso Del Norte Region
- Proposals Reviewed and Scored 4/6/23

## Third Phase

- Top Bidder Letter of Award Conditional on Board Approval
- Contact Negotiations 5/10/23-5/26/23
- Transition Contract 7/1/23- 9/30/23
- Contract Term 10/1/23-9/30/24

# CCS Mentor Services

The function of CCS Mentor Services is to provide quality and ongoing mentoring to CCS Providers on the TRS Pathway and current TRS Certified Providers.

Operating Cost	Total Contract Value	Approximate Employees	% of contract value remaining in local economy
\$1,120,477	\$0	14	100%

Discussion and action to reject the bids for the Mentoring Services.

# CCS Parent Services

The functions of the CCS Parent Services Contractor are:

- Enroll income-eligible families into subsidized childcare services to enable parents to work,
- Eligible families have choice of any regulated licensed "CCS" center, home, or registered relative providers
- Refer enrolled parents to workforce services (employment, training, education services), and
- Collect, analyze, and share all parent and process data (demographics, occupations, employers, timelines, etc.)

Operating Cost	Total Contract Value	Approximate Employees	% of contract value remaining in local economy
\$3.7M	\$3.7M	48.6	100%

# CCS Parent Services

Eligibility Services will be awarded to the incumbent contractor. Therefore, a transition contract for this is not required. The 4-year commitment contract will be presented to the Board of Directors in August prior to commencement of the FY 24 Fiscal Year.

# CCS Provider Services

The functions of the childcare services contractor are:

- Ensure childcare providers achieve necessary qualifications & certifications to become a CCS providers;
- Manage CCS Provider Agreements (contracts with WSB & TWC);
- Monitor & manage compliance requirements;
- Facilitate childcare provider payments for childcare services, and
- Guide providers through the Texas Rising Star (TRS) pathway.

Operating Cost	Total Contract Value	Approximate Employees	% of contract value remaining in local economy
\$691,000	\$32M	8.9	99.5%

# CCS Provider Services

Executive Committee approved this action.  
However, bidder withdrew proposal.  
This contract will not be awarded at this time.

## Next Steps:

- 1) Extend this portion of the YWCA FY23 contract through March 2024 (at latest).
- 2) Re-procure for this service only.

**B: Ratification of the  
Finance/Executive  
Committee action to  
approve the RFP FY23-  
260-125 CCS Operator  
Services Contract  
Recommendations**

**Call For A Motion**

**MOTION**

**1<sup>ST</sup>:**

**2<sup>ND</sup>:**

**C: Ratification of the  
Education and  
Youth Committee  
action to approve  
the Proposed  
Reimbursement  
Rate Increase for  
Relative Care**

**Marisela Correa,**  
Family Services Director

## Proposed Reimbursement Rate Increase for Relative Care

### Relative Care Provider Background:

- Not regulated through Child Care Regulations however, all members living in the household must go through a background check.
- They provided care for the child(ren) either at a part-time or full-time level.
- The daily reimbursement rate is below the living wage.
- Current reimbursement rate has been the same since 2012.

# Proposed Reimbursement Rate Increase for Relative Care

Reimbursement rate is based on the lowest rate of a Non-TRS Registered Home Provider.

All CCS Contracted Provider upon obtaining a TRS status will be eligible for the higher reimbursement rate.

Relative Care will not be eligible for the TRS higher reimbursement rate.

<b>Current</b>								School-Age Blended
Infant FT	Infant PT	Toddler FT	Toddler PT	PreSchool FT	PreSchool PT	School-Age FT	School-Age PT	
\$10.47	\$9.94	\$9.42	\$9.42	\$9.42	\$9.42	\$9.42	\$8.40	\$8.55
<b>New Rates</b>								
\$24.80	\$23.20	\$23.80	\$22.40	\$22.80	\$20.00	\$20.20	\$19.60	\$19.69
<b>Percent Increase</b>								
137%	133%	153%	138%	142%	112%	114%	133%	130%

**C: Ratification of the  
Education and  
Youth Committee  
action to approve  
the Proposed  
Reimbursement  
Rate Increase for  
Relative Care**

**Call For A Motion**

**MOTION**

**1<sup>ST</sup>:**

**2<sup>ND</sup>:**

**D: Ratification of the  
Finance/Executive  
Committee action  
to approve the  
Initial Redesign  
Plans for North  
Loop Center**

**Rogelio Luna,**  
Staff Services Officer

# NL Reconfiguration

1

- Reduce Costs
- Embed Staff at Partner Locations

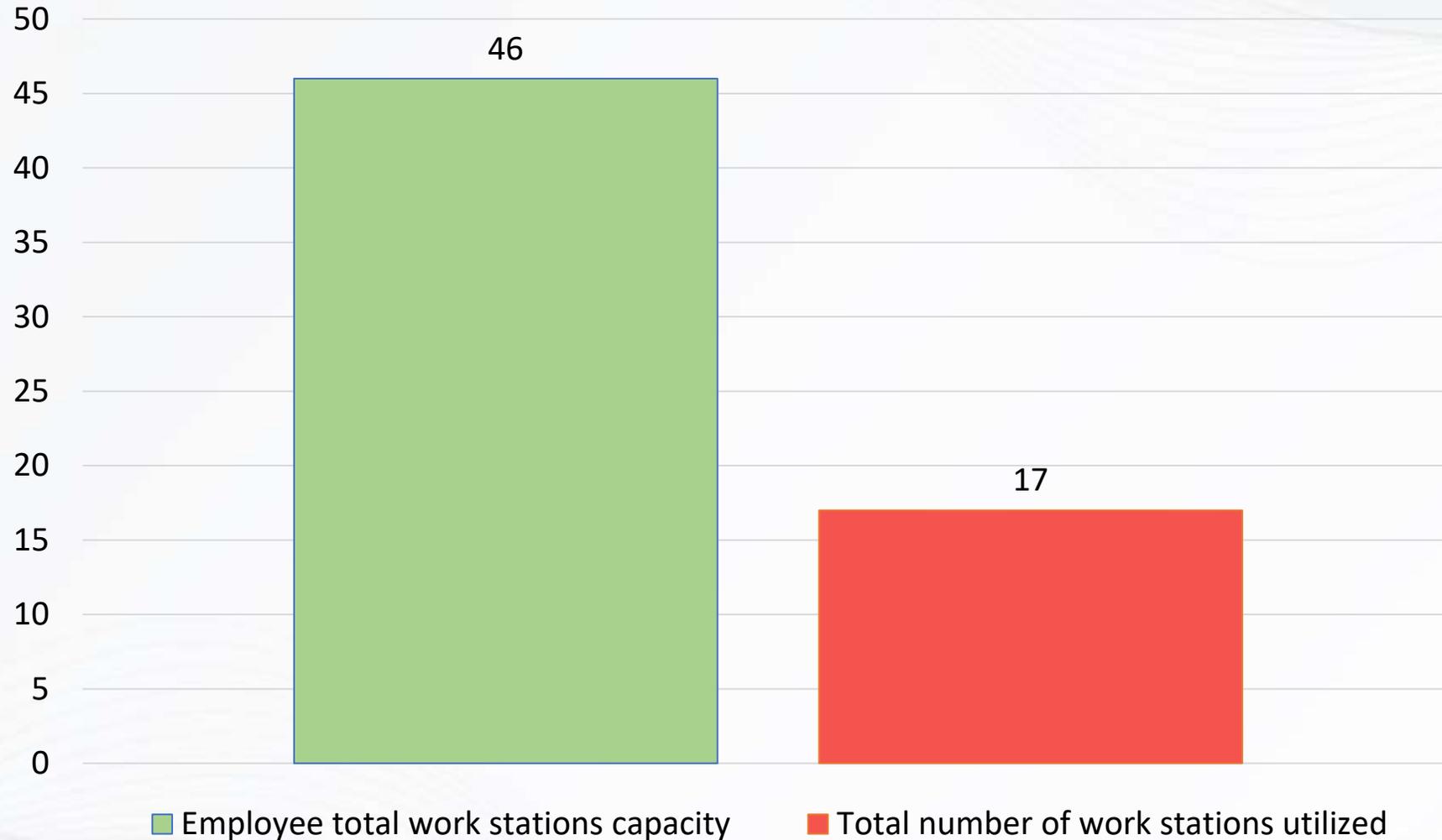
2

- Space Utilization Data Collection (EDEN)

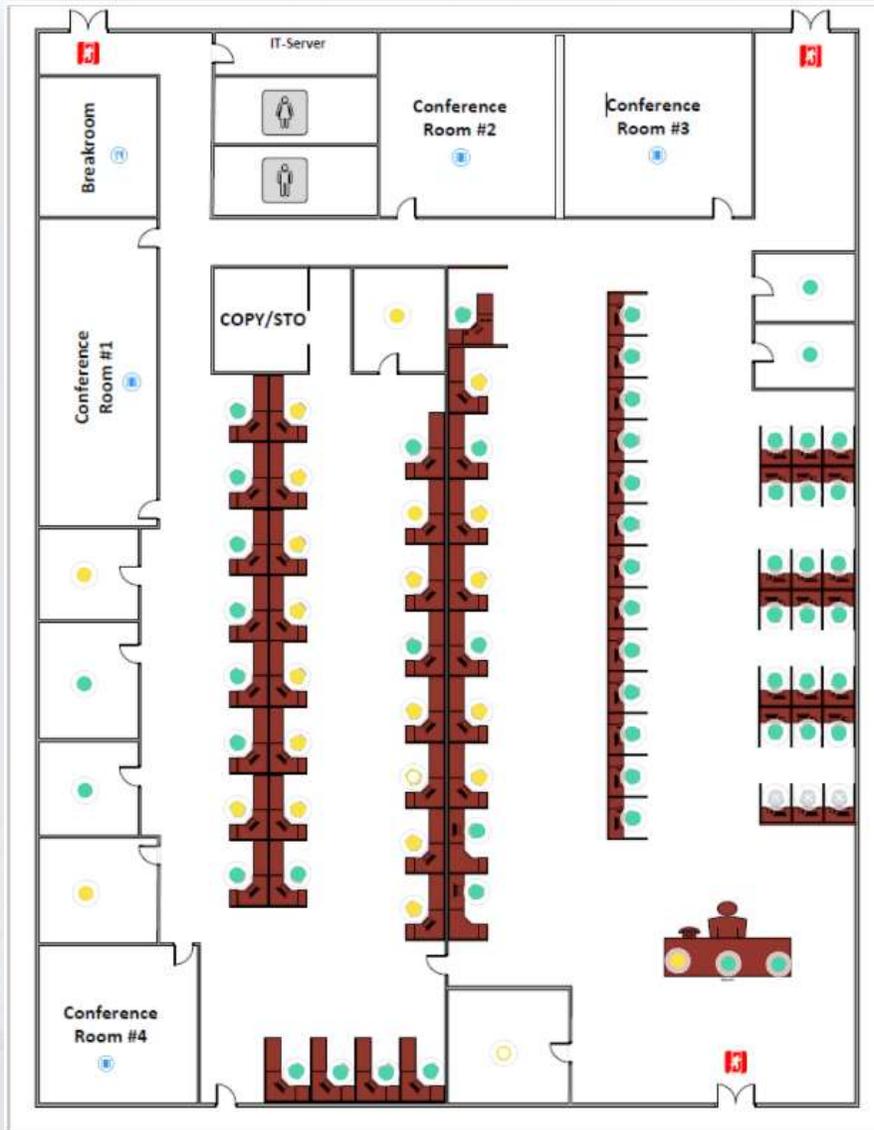
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- Lease Negotiation

# Staff Daily Average Space Utilization



# Staff Utilization Map



Available



Active Reservation



Canceled Reservation

# Clients Daily Average

Day of Week	Clients	Average Clients per weekday	Percentage
Monday	314	79	19%
Tuesday	300	75	19%
Wednesday	289	58	18%
Thursday	359	72	22%
Friday	308	62	19%
Saturday	42	8	3%
<b>Total</b>	<b>1,612</b>		<b>100%</b>

# Cost Analysis

## Current Lease Terms



**Rent Rate: \$13 PSF (20,000 sq.ft)**

Rent rate per square foot



**Monthly Cost: \$27,500**

Monthly cost, including CAM



**Yearly Cost: \$330,000**

Yearly cost, including CAM



**5-Year Lease Cost: \$1,650,000**

Total lease cost, including CAM



## Proposed Lease Terms



**Rent Rate: \$13 PSF (13,005 sq.ft)**

Rent rate per square foot



**Monthly Cost: \$17,880**

Monthly cost, including CAM



**Yearly Cost: \$214,560**

Yearly cost, including CAM



**5-Year Lease Cost: \$1,072,800**

Total lease cost, including CAM



# Lease Cost Percentage Savings

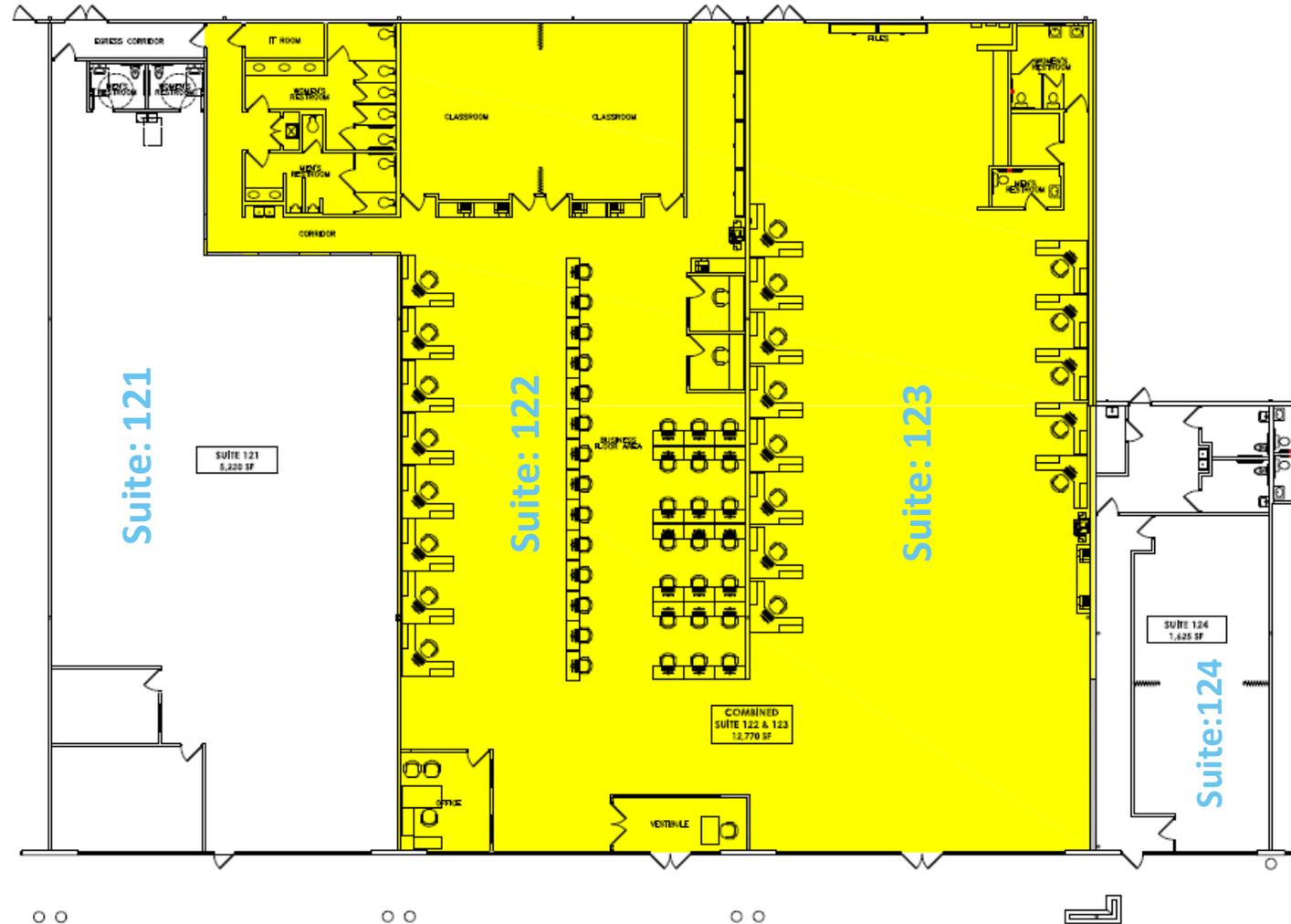


# Savings

Lease Terms	Savings
1 <sup>st</sup> year	\$115,440
2 <sup>nd</sup> year	\$230,880
3 <sup>rd</sup> year	\$346,320
4 <sup>th</sup> year	\$461,760
5 <sup>th</sup> year	\$577,200

# Next Steps....

- Architectural Design
- Contractor Proposal



**D: Ratification of the  
Finance/Executive  
Committee action  
to approve the  
Initial Redesign  
Plans for North  
Loop Center**

**Call For A Motion**

**MOTION**

**1<sup>ST</sup>:**

**2<sup>ND</sup>:**

**D: Ratification of the  
Governance  
Committee action to  
approve Bill Coon to  
the Advisory  
Committee**

**Leila Melendez,**  
*Chief Executive Officer*

**D: Ratification of the  
Governance  
Committee action to  
approve Bill Coon to  
the Advisory  
Committee**

**Call For A Motion**

**MOTION**

**1<sup>ST</sup>:**

**2<sup>ND</sup>:**



## 7. ACTIVITY REPORTS

✓ ITEMS NOT POSTED FOR ACTION

# A: CEO Report

- May 18th General Board Meeting in the Rural Area
- Strategic Goals Updates
- Legislative Update
- Other General Updates

**Leila Melendez,**  
Chief Executive Officer

## State 88th Regular Legislative Session

### HB 1703 – Ordaz

...the establishment of a workforce development career education and training evaluation pilot program.

The commission shall establish a pilot program in the Borderplex workforce development area...is required to collect and evaluate cross-sectional data and longitudinal supplemental data regarding career education and training programs...for the purpose of identifying: 1) successful program components; and 2) any gaps in data used to follow up on career education and training program participants following program completion maintained by the commission, the Texas Education Agency, and the Texas Higher Education Coordinating Board.



Why not all served were exiters? Why not all exiters were employed?

Formula Programs	Investment	Served	Cost Per Customer	Exiters	Employed	Emp Rate	Median Annual Earnings Before WSB Services	Median Annual Earnings After WSB Services	Earnings Difference	Aggregated Value to the Economy	Economic Impact (For every program dollar invested, customer earnings increased by)	*ROI For every dollar invested
Non Custodial Parent	\$ 247,648	71	\$ 3,488	48	27	56%	\$ 3,276	\$ 19,542	\$ 16,266	\$ 439,181	\$ 1.77	\$ 0.77
SNAP	\$ 914,258	413	\$ 2,214	397	184	46%	\$ 3,952	\$ 11,897	\$ 7,944	\$ 1,461,740	\$ 1.60	\$ 0.60
TAA	\$ 1,142,797	114	\$ 10,025	91	57	63%	\$ 33,087	\$ 34,404	\$ 1,316	\$ 75,035	\$ 0.07	\$ (0.93)
TANF-CHOICES	\$ 3,680,127	149	\$ 24,699	141	80	57%	\$ 5,304	\$ 12,800	\$ 7,496	\$ 599,667	\$ 0.16	\$ (0.84)
WIOA Adult	\$ 1,964,212	255	\$ 7,703	149	122	82%	\$ 15,388	\$ 51,842	\$ 36,455	\$ 4,447,466	\$ 2.26	\$ 1.26
WIOA Dislocated Worker	\$ 1,080,250	59	\$ 18,309	54	41	76%	\$ 31,604	\$ 36,095	\$ 4,491	\$ 184,142	\$ 0.17	\$ (0.83)
WIOA Youth	\$ 2,267,206	152	\$ 14,916	104	84	81%	\$ 4,974	\$ 12,165	\$ 7,191	\$ 438,636	\$ 0.19	\$ (0.81)

Not Meeting: ROI <= \$ 0  
 Meeting ROI: > 0 and <= \$1.49  
 Exceeding: ROI > \$1.49

Programs - Statewide	Investment	Served	Cost Per Customer	Exiters	Employed	Emp Rate	Median Annual Earnings Before WSB Services	Median Annual Earnings After WSB Services	Earnings Difference	Aggregated Value to the Economy	Economic Impact (For every program dollar invested, customer earnings increased by)	*ROI For every dollar invested
Adult Statewide - TIP Grants(STOP-OUTS,USPREP, COVID-19, TTUHSC)	\$ 199,646	153	\$ 1,305	130	112	86%	\$ 12,682	\$ 53,121	\$ 40,439	\$ 4,529,186	\$ 22.69	\$ 21.69
DW Statewide Mlititary Family Support	\$ 171,225	39	\$ 4,390	29	17	59%	\$ 6,798	\$ 22,415	\$ 15,617	\$ 265,493	\$ 1.55	\$ 0.55
Youth Statewide - Youth job Skills	\$ 93,409	34	\$ 2,747	13	8	62%	\$ 6,257	\$ 23,716	\$ 17,459	\$ 139,670	\$ 1.50	\$ 0.50

\* ROI = (Gain from Investment - Cost of Investment) / Cost of Investment

HB 1703 Pilot Program will identify the institutional barriers and their (sunk) cost.

## State 88th Regular Legislative Session

### SB 1327 – Blanco

...if a candidate to serve as the director of a day-care center meets all the qualifications for a director...except for the education requirements, the candidate may serve as an interim director...for no longer than 12 months while the candidate completes the requisite education or obtains a waiver...

### SB 1145

Relating to an exemption from ad valorem taxation of real property used to operate a child-care facility. Allows local governments and authority to implement in their jurisdictions.

### SB 2315

Creates a task force to develop a plan for the consolidation of the functions of workforce development programs administered by the Texas Workforce Commission and social services programs administered by the Health and Human Services Commission.

### SCR 26

Resolutions urging Congress to amend federal law to allow states to provide for the consolidation of federally funded workforce development services with federally funded social safety net services. Does not need Governor action; resolution passed by both Chambers.

## State 88th Regular Legislative Session

### Federal Level Debt Ceiling Impacts

- Final agreement reached that would raise the age for existing work requirements on able-bodied adults without children from 49 to 54.
- Waivers for veterans, homeless, and individuals who were children in foster care were retained.
- The age limit will be phased in over three years, beginning in FY23.
- Also, a technical change to the TANF funding formula could cause some states to divert dollars from the program.
- Rules from TWC will be forthcoming.

## 8. EXECUTIVE SESSION

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.

- 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: AUGUST, 2023