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MEETING HELD ON FEBRUARY 20, 2019

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Workforce Center – Round Rock, Texas

# Board Meeting Minutes

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### **AGENDA ITEM #1**

#### **Call to Order – Margaret Lindsey**

#### **Roll Call – Frank Leonardis**

Aguilar	P	Fohn Thomas	P	Lindsey	P	Sifuentes	A
Baskin	A	Friestman	A	McKeown	P	Wauson	P
Belver	A	Goode	P	Mitchell	A	Zdeb	A
Clay	P	Hiemstra	P	Moya	P		
Cruz	A	Jackson	A	Munson	P		
Dillett	A	Johnson	A	Rehbein	A		
Flores	P	Leonardis	P	Robison	P		

13 members present at roll call. Quorum established.

### **AGENDA ITEM #2**










#### **Public Comment Period**

There were no comments from the public.

### **AGENDA ITEM #3**

#### **Information Sharing – Economic Overview & Forecast – Chris Schreck, CAPCOG**

**Chris Schreck**, Director of Regional Planning & Services with the Capital Area Council of Governments presented the following information:

-  The Rural Capital Area economy is growing quickly
-  The gross regional product has risen from 21 billion in 2007 to 37 billion in 2018
-  There were 350,779 jobs added in 2018
-  Manufacturing is the fastest growing sector with food prep and service being the fastest growing occupation group
-  Transportation and warehousing had the most growth between 2013 and 2018 at 58.5%
-  The workforce across the region is extremely varied with Williamson and Caldwell Counties having a median age of 35.8, Hays County at 31.3 and Llano County at 57.1
-  Williamson County has the highest percent of college graduates at 40.2% followed by Hays County at 36.6%
-  Migration trends to our area were reviewed showing that the majority of people moving here are from California
-  Williamson County is projected to have the highest population growth in the future at 38% with Austin and San Antonio having the most development

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#### **AGENDA ITEM #4**

##### **Consent Agenda – Margaret Lindsey**

**Consider adopting Minutes from the January 29, 2019 special Board of Directors' meeting.**

- ✓ Motion to approve
- ✓ Seconded
- ✓ Motion approved

#### **AGENDA ITEM #5**

##### **Executive Committee Chair's Report – Margaret Lindsey**

**Ms. Lindsey** stated that the Executive Committee met, discussed the following and recommends approval for:

##### **Consider approval of the Board of Directors Child Care Policies**

- ✓ Motion to approve
- ✓ Seconded
- ✓ Motion approved

##### **Consider approval of the Plan Modification**

- ✓ Motion to approve
- ✓ Seconded
- ✓ Motion approved

#### **AGENDA ITEM #6**

##### **Executive Director's Report – Paul Fletcher**

**Paul Fletcher** stated that our staff restructure has been completed. 7 new staff started on or about January 2, 2019. Our new staff are Cara DiMattina-Ryan (Chief Strategy Officer), Brian Hernandez (Director of Communications), Eugene Ratliff (Planning and Projects Specialist), Diane Tackett (Contracts Specialist), Angela Stout (Accountant), and Carla Gonzales (Accounting Specialist). Al Lopez is now our Chief Operating Officer, Jenna Akridge is our Chief Contracts Officer, and Gina Hyde is our Executive Office Manager.

Our board retreat was well attended and produced good results. From this event we have formed 4 new committees that will each focus on the priorities that came out of the retreat.

We continue to progress on the audit and have delivered final information to our auditor and she is working on the final report. We need to immediately get our new auditor going on the year that ended 6/30/2018, but a lot of the prep work for that has been done and it should go quickly. TWC is aware of the timeline and they are in agreement that this is acceptable.

We completed our office move in Lockhart to 1711 South Colorado St, Suite G. There will be a ribbon cutting at that office on March 8, 2019, at 10:30 AM. We continue to work with our realtor on space issues in both San Marcos and Round Rock. In San Marcos we need to add 5 Vocational Rehab staff and in order to do that we will either need to relocate or move some staff to other facilities. In Round Rock we are attempting to accommodate 14 Vocational Rehab staff into our existing facility. We are working with TWC on that integration and have a good plan on how that will work. Our board office location we moved to back in March of 2018 has proven to be too small. Our landlord has a larger suite upstairs and we are moving to that new suite sometime in late March or early April. This was part of our reorganization plan.

We have been working on some internal processes for how we do our business at the board that when complete will allow us to be more efficient and allow is to maximize our resources. These processes so far are Contracts, Strategy, and Purchasing. We will be further redefining these processes and tackling others in the near future.






I would like to begin moving our board meetings to different locations within our 9 county area, so we will hold our April meeting in San Marcos.

The National Association of Workforce Boards conference is scheduled for March 23-26, 2019 in Washington, DC. Four board members, as well as four board staff will be attending.

## **AGENDA ITEM #7**

### **Performance Reports**

#### **Child Care Status Report - Sandy Anderson, Baker Ripley**

-  Children in care by fund type equals 3,440
-  Total funds expended by all counties is \$3,853,491
-  Total CCS Providers equals 400 with 98 being Texas Rising Star Providers
-  Total number of children on the waitlist for all counties is 809
-  Performance Measure FY 2019 has a target of 2,408 and is at 100.3%

#### **Workforce Center Management – Mike Crane, ResCare**

### **AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES**

Percent of Target (Year-to-Date Performance Periods)

**FINAL RELEASE**  
As Originally Published 2/1/2019  
**DECEMBER 2018 REPORT**

Green = +P

White = MP

Yellow = MP but At Risk

Red = -P

Reemployment and Employer Engagement

Cmnt ReEmpl within 10 Weeks

Empls Rcvg Wkfc Assist

Choices Full Work Rate-All Family Total

Avg # Children Svd Per Day-Comb (Discr. Mo)

Empl/ Enrolled Q2 Post-Exit

Empl/ Enrolled Q2-Q4 Post-Exit

Median Earnings Q2 Post-Exit

Credential Rate

Employ- ed Q2 Post-Exit

Employ- ed Q4 Post-Exit

Median Earnings Q2 Post-Exit

Credential Rate

Employ- ed Q2 Post-Exit

Employ- ed Q4 Post-Exit

Median Earnings Q2 Post-Exit

Credential Rate

Empl/ Enrolled Q2 Post-Exit

Empl/ Enrolled Q4 Post-Exit

Credential Rate

+P

MP

-P

% MP & +P

WIOA Outcome Measures

C&T Participants

Adult

DW

Youth

Board

Rural Capital

105.86%

102.57%

101.48%

100.33%

103.07%

105.80%

108.16%

121.43%

105.64%

110.38%

n/a

92.96%

105.71%

111.22%

n/a

111.11%

97.49%

107.23%

137.17%

9

8

0

100%

DECEMBER 2018 REPORT

## **AGENDA ITEM #8**

### **Fiscal Report – Janie Kohl**

**Paul Fletcher** provided information regarding our budget balances for our **FY2019** grants.

<i>Funding Source</i>	<i>Contract No.</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Budget</i>	<i>Percent (%) of FY19 Budget</i>	<i>Total Expenditures</i>	<i>Percent (%) of Grant Expended</i>	<i>Board Benchmark</i>	<i>Budget Balance</i>
<b><u>Fiscal Year 2019 Grants</u></b>									
Child Care	1519CCF000	10/1/2018	12/31/2019	\$15,392,989	53.20%	\$1,764,405	11.46%	20.00%	\$13,628,584
Child Care DFPS	1519CCP000	9/1/2018	12/31/2019	\$3,063,148	10.59%	\$1,151,188	37.58%	25.00%	\$1,911,960
Child Care Local Initiative	1519CCM000	10/1/2018	12/31/2019	\$2,032,471	7.02%	\$0	0.00%	20.00%	\$2,032,471
Child Care Attendance Automation Service	1519CAA000	10/1/2018	11/30/2019	\$88,483	0.31%	\$22,584	25.52%	21.43%	\$65,899
Child Care Quality	1519CCQ000	10/1/2018	10/31/2019	\$842,242	2.91%	\$41,310	4.90%	23.08%	\$800,932
WIOA - Dislocated Worker Formula Allocation (Oct)	1518WOD000	7/1/2018	6/30/2020	\$1,257,774	4.35%	\$220,504	17.53%	25.00%	\$1,037,270
WIOA - Dislocated Worker Allocation	1518WOD000	7/1/2018	6/30/2020	\$295,318	1.02%	\$295,318	100.00%	25.00%	\$0
WIOA - Adult Allocation (Oct)	1518WOA000	7/1/2018	6/30/2020	\$852,769	2.95%	\$192,812	22.61%	25.00%	\$659,957
WIOA - Adult Allocation	1518WOA000	7/1/2018	6/30/2020	\$195,238	0.67%	\$195,238	100.00%	25.00%	\$0
WIOA - Youth Allocation	1518WOY000	7/1/2018	6/30/2020	\$1,225,083	4.23%	\$473,532	38.65%	25.00%	\$751,551
TAN - TANF Choices	1519TAF000	10/1/2018	10/31/2019	\$1,642,035	5.68%	\$292,051	17.79%	23.08%	\$1,349,984
TAA - Trade Act Services for Dislocated Workers	1519TRA000	10/1/2018	12/31/2019	\$81,104	0.28%	\$0	0.00%	20.00%	\$81,104

## **AGENDA ITEM #9**

### **Workforce Board Announcements**

No announcements to report.

## **AGENDA ITEM #10**

### **New Business**

No new business to report.

**AGENDA ITEM #11**

**Consider Date, Time and Location of Next Regular or Special Board Meeting**

The next regular meeting is scheduled for April 17, 2019 in San Marcos.

**AGENDA ITEM #12**

**Adjourn**

- ✓ Motion to adjourn
- ✓ Seconded
- ✓ Motion approved