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MEETING HELD ON JUNE 19, 2019

Workforce Center – Round Rock, Texas

Board Meeting Minutes

AGENDA ITEM #1

Call to Order – Margaret Lindsey

Roll Call – Alfonso Sifuentes

Aguilar	P	Fohn Thomas	P	Light	P	Sifuentes	P
Belver	P	Friestman	A	Lindsey	P	Zdeb	P
Clay	P	Goode	A	McKeown	P		
Cruz, Adriana	A	Hapanowicz	A	Mitchell	P		
Cruz, Marco	P	Hiemstra	P	Moya	A		
Dillett	A	Jackson	A	Munson	P		
Flores	P	Leonardis	A	Robison	A		

14 members present at roll call. Quorum established.

AGENDA ITEM #2

Public Comment Period

There were no comments from the public.

AGENDA ITEM #3

Vice Chair and Treasurer Nominations and Elections

Alfonso Sifuentes was nominated for Vice Chair

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

Rene Flores was nominated for Treasurer

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

Paul Fletcher presented **Margaret Lindsey** with a crystal vase and expressed appreciation for her commitment and service as our Board Chair.

AGENDA ITEM #4

Information Sharing – Board Social Media Efforts – Brian Hernandez, Director of Communications

Brian Hernandez reviewed the Board's social media efforts which included:

-  Be intentional with a clear goal
-  Communicate who we are
-  Spur action to assist businesses and job seekers
-  Target our audience
-  Connect, empower and inspire
-  Use different platforms
-  Avoid spam trigger words

AGENDA ITEM #5

Consent Agenda – Alfonso Sifuentes

Consider adopting Minutes from the April 17, 2019 regular Board of Directors' meeting

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

Consider approval of the Board Personnel Policy changes regarding Travel Reimbursement

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

AGENDA ITEM #6

Executive Committee Chair's Report – Frank Leonardis

Paul Fletcher stated that the Executive Committee met on June 12, 2019 and recommends approval of the Governance & Finance Committee's recommendation regarding management and operation of our career centers.

-  A Request for Proposal for the management and operation of our career centers was issued on April 16, 2019
-  5 proposals were received, and all were responsive
-  Proposals were reviewed by an independent proposal evaluation team
-  Richard Rogers, Board Procurement Advisor, and members of the Governance & Finance Committee interviewed each proposer
-  Richard Rogers presented a report of the results and discussed with the Executive Committee
-  C2Global GPS received the highest combined score of 99.60 and ResCare, the current contractor scored 96.07

- ✿ The Executive Committee and board staff discussed the potential costs involved in changing contractors and determined that those costs and the potential disruption of services to customers would not be warranted given the outcome of the procurement scoring process

Therefore, the recommendation is that ResCare continue as contractor of the management and operation of our career centers.

Consider approval of ResCare as contractor of the management and operation of our career centers

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

AGENDA ITEM #7

Business Education Services Committee Report – Frank Leonardis

Cara DiMattina-Ryan stated that the Business Education Services Committee met on May 15, 2019 and discussed the following:

- ✿ Diane Tackett gave a presentation on childcare and the responsibilities the committee will have to support it
- ✿ Al Lopez gave a presentation on the living wage and the historical context of how we have made decisions regarding the target occupation list and its criteria
- ✿ Nancy Laudenslager asked if there was potential for VR and ACC to work together on the STEPS program so Workforce Solutions is looking into the possibilities
- ✿ Don Tracy asked how CIP codes translate and are identified in the ETPS system. Jenna Akridge explained the system we use and how there is some latitude for applying CIP codes, as long as the trainings are relevant and appropriate.
- ✿ Nancy Laudenslager asked what the process is for getting an occupation added to the list. Board staff explained that an occupation would be added in a committee meeting and would then be recommended for approval by the Board of Directors.
- ✿ Frank Leonardis announced that he would be stepping down as Chair of the Business and Education Services Committee because of other commitments he has to the Board

AGENDA ITEM #8

Community Awareness Committee Report – Camille Clay

Camille Clay stated that the Community Awareness Committee met on May 16, 2019 and discussed the following:

- ✿ Discussion Items – Review handouts from the Board Retreat:
 - What Could We Do?
 - What Should We Do?

- First Action Plan

- The Committee Secretary/WSRCA Communications Director Brian Hernandez discussed his initial research into the use of focus groups to guide the development of a communications campaign to boost awareness
- Brian Hernandez delivered a multi-platform communications report for the month of April 2019 and an overview of metrics for the relaunched website
- Priorities for Board Staff – The committee instructed Brian Hernandez to research the availability of inter-agency councils in each Rural Capital Area county and who is running them
- Priorities for Board Staff – The committee instructed Brian Hernandez to continue exploring options for focus groups, including surveying, video conferencing and face-to-face questioning of Rural Capital Area past, present and future customers
- The committee instructed Brian Hernandez to resend the handouts and “What Should We Do Together” survey to committee members
- The next committee meeting was scheduled for Monday, July 22, from 2-4 p.m. at the Workforce Solutions Rural Capital Area Board Office

AGENDA ITEM #9

Governance Finance Committee Report – Mark Hiemstra

Mark Hiemstra stated that the Governance Finance Committee met on May 15, 2019, June 10, 2019, and July 17, 2019 and discussed the following:

- May 15, 2019
 - Reviewed board membership
 - Overview of interviews with management RFP proposers
- June 10, 2019
 - Oral interviews conducted with management RFP proposers
- July 17, 2019
 - Update on board membership appointments and term expirations
 - Audit Closeout
 - Review FY 20 Budget Proposal

AGENDA ITEM #10

Untapped Populations Committee Report – Cassandra Moya

Alfonso Sifuentes stated that the Untapped Populations Committee met has not met since the last board meeting.

AGENDA ITEM #11

Executive Director's Report – Paul Fletcher

Paul Fletcher stated that planning allocations are here, and funding looks to be flat when compared to the previous year. Our work on the annual budget can begin and it should be fairly similar to the current year. Staff will work on this budget and present to the Governance Finance Committee. Should be ready for board approval in August.

We have been awarded a High Demand Job Training Grant, Teacher Externship Grant, and a Women's Entrepreneurial Grant. Commissioner Alvarez attended a check signing in Marble Falls for the High Demand Job Training in May.

Had the opportunity to attend the San Marcos Chamber intercity trip to Salt Lake, Provo and several other cities in Utah. Got to see first-hand some very interesting ways they have solved transportation issues, educational issues, and workforce housing issues. Will be part of a regional federal advocacy trip with a group of 80 from the Austin Chamber. We will be in DC for 3 days and meet with most of our regional congressional representatives and both senators to discuss workforce issues and reauthorization of WIOA for next year.

We continue to work with the auditor and the work should be complete this week. The new auditor will begin working on the review of the year that ended 6/30/2018. That review should be complete by September at which point we will immediately begin the review for the year that ended 6/30/2019.

Summer Earn & Learn is underway and we are seeing big increases in our numbers for this program. Kudos to our partners in the workforce centers and with VR. This should be our best year yet for this program.

VR staff will be moving into our Round Rock Center in July. 17 VR staff will be joining the existing staff.

5 VR staff will be moving into our new San Marcos Center which will probably be in December.

Commissioner Thomas has left his position leaving only 2 commissioners to approve board nominations. They will only be confirming nominations when boards are out of compliance.

Want to thank all the proposers who submitted bids for our Management RFP.

AGENDA ITEM #12

Performance Reports

Child Care Status Report - Sandy Anderson, Baker Ripley

-  Children in care by fund type equals 3,274
-  Total funds expended by all counties is \$7,902,222
-  Total CCS Providers equals 409 with 101 being Texas Rising Star Providers
-  Total number of children on the waitlist for all counties is 1,946
-  Performance Measure FY 2019 has a target of 2,577 and is at 108.76%

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 5/31/2019
APRIL 2019 REPORT

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

Board	Reemployment and Employer Engagement		Participation		WIOA Outcome Measures															Total Measures			
					C&T Participants					Adult			DW			Youth							
					Cimnt ReEmpl within 10 Weeks	Emplyrs 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	Credentia Rate	Empl- ed Q2 Post-Exit	Empl- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Empl- ed Q2 Post-Exit	Empl- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q4 Post-Exit	Credentia Rate
									+P	MP	-P	% MP & +P											
Rural Capital	106.82%	102.01%	100.58%	110.13%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1	2	1	75%

AGENDA ITEM #13

Fiscal Report – Janie Kohl

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

- Based on closed April data
- We are 50% expended for the year
- WIOA is fine
- Need to fine tune SNAP formulas
- No expenditures for VR yet

Fiscal Year 2019 Grants						
<i>Program Branch</i>	<i>Budget</i>	<i>% of FY Budget</i>	<i>Total Expenditures</i>	<i>% Expended</i>	<i>Budget Balance</i>	
CHILD CARE	\$21,419,333	73.69%	\$9,347,239	43.64%	\$12,072,094	
SNAP	\$259,520	0.89%	\$230,388	88.77%	\$29,132	
OTHER	\$1,604,245	5.52%	\$511,176	31.86%	\$1,093,069	
TANF	\$1,642,035	5.65%	\$1,317,696	80.25%	\$324,339	
WIOA	\$4,142,190	14.25%	\$2,943,595	71.06%	\$1,198,595	
Fiscal Year 2019 Totals	\$29,067,323	100.00%	\$14,350,094	49.37%	\$14,717,229	

AGENDA ITEM #14

Workforce Board Announcements

Briley Mitchell stated that he met with legislators and Llano County was granted municipality, but not for homes that were lost in the flood. There is a limited workforce in Llano and we're working on affordable housing.

AGENDA ITEM #15

New Business

No new business to report.

AGENDA ITEM #16

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

The next regular meeting is scheduled for August 21, 2019 in Bastrop.

AGENDA ITEM #17

Adjourn

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