

# New Board Member Orientation

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**2019**



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# Overview



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**CEO Responsibilities**



**Workforce Center Operator Role**



**Services of Career Centers: Business, Job Seeker, Child Care/Provider**



**Core Performance Measures**



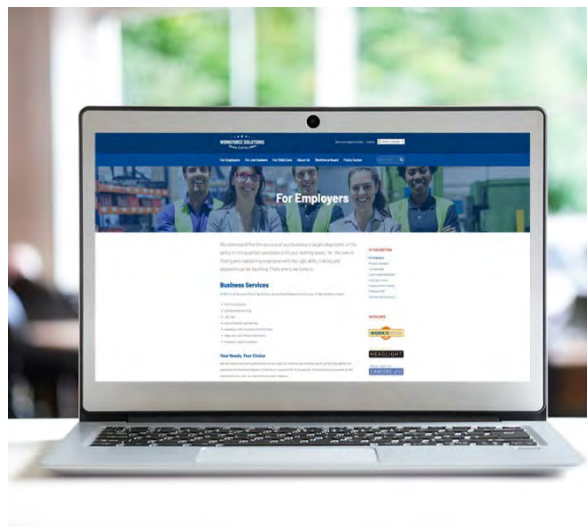
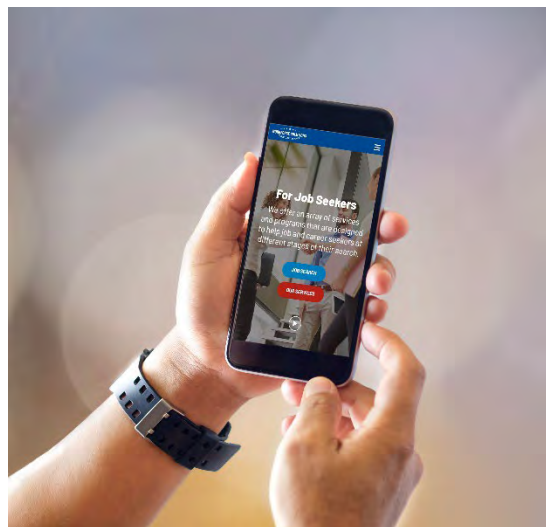
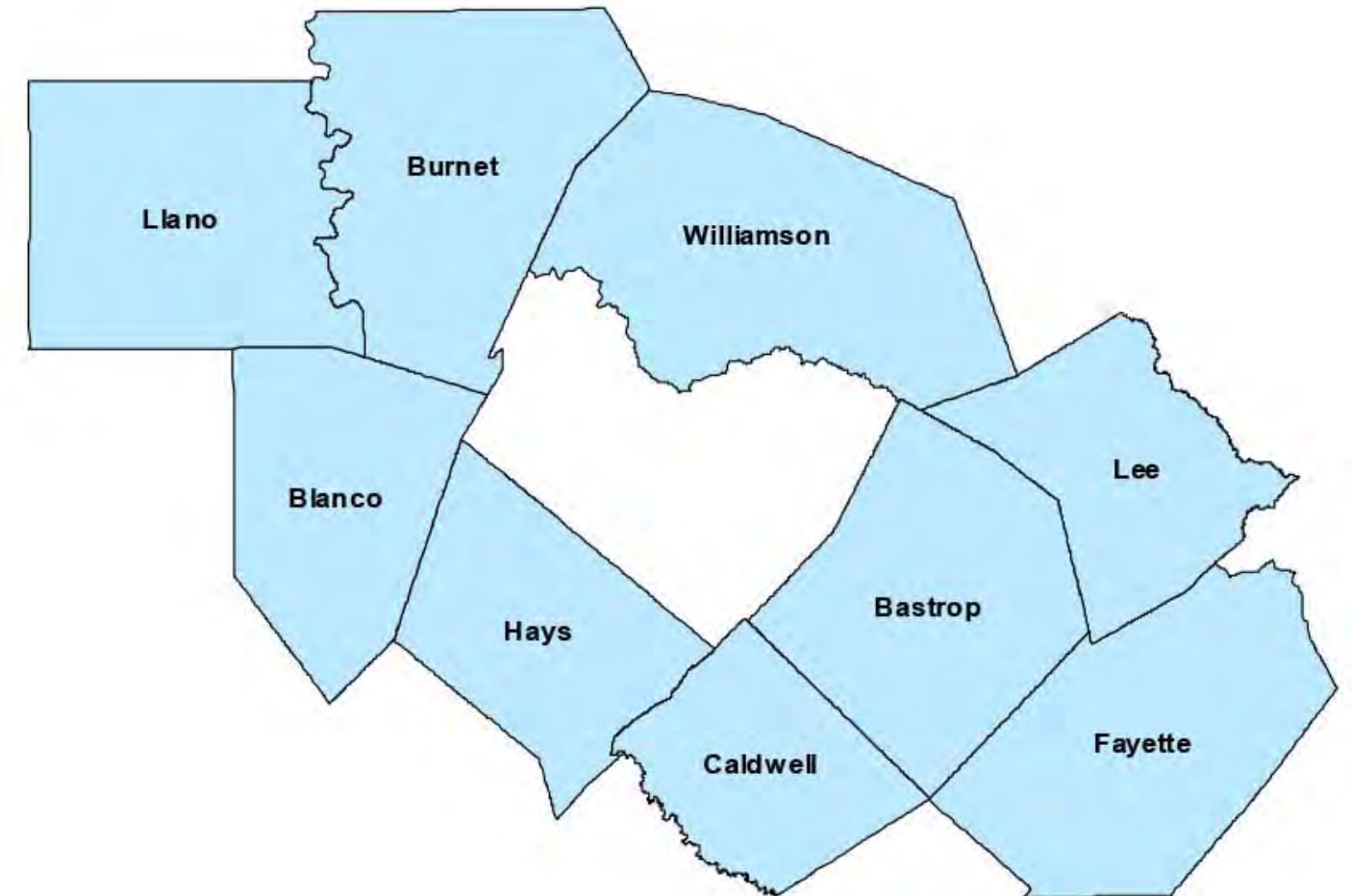
**Questions**



# About Us



**Workforce Solutions Rural Capital Area is a community partnership providing no cost recruitment and employment services to businesses and job seekers in the Rural Capital Area of Texas—one of 28 workforce development areas across the state. Our nine-county region includes the following counties:**





# Our Board of Directors

Our volunteer Board of Directors is comprised of recognized community leaders across many areas of expertise including: business; community-based organizations; economic development; education; government; literacy; labor; and vocational rehabilitation.



**Frank Leonardis**  
Board Chair - Hays County



**Alfonso Sifuentes**  
Vice Chair - Caldwell County



**Rene Flores**  
Board Treasurer - Williamson County



**Adriana Cruz**  
Board Member - Hays County



**Marco Cruz**  
Board Member - Williamson County



**Sandra Dillett**  
Board Member - Williamson County



**Hector Aguilar**  
Board Member - Williamson County



**Carole Belver**  
Board Member - Hays County



**Camille Clay**  
Board Member - Williamson County



**Jenna Fohn-Thomas**  
Board Member - Bastrop County



**Kimberly Goode**  
Board Member - Williamson County



**Andy Hapanowicz**  
Board Member - Williamson County



**Mark Hiemstra**  
Board Member - Williamson County



**Margaret Lindsey**  
Hays County



**Jeff Light**  
Board Member - Hays County



**Mike McKeown**  
Board Member - Burnet County



**Briley Mitchell**  
Board Member - Llano County



**Cassandra Moya**  
Board Member - Hays County



**Felix Munson**  
Board Member - Williamson County



**John Robison**  
Board Member - Bastrop County



**Elva Zdeb**  
Board Member - Hays County

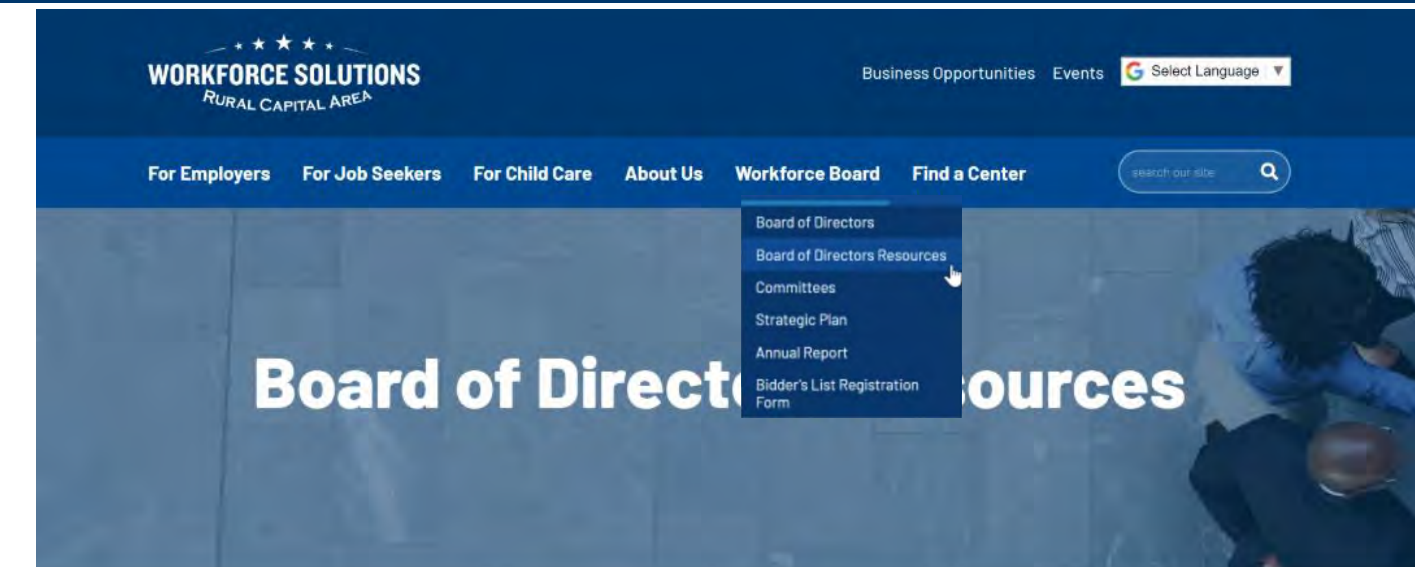
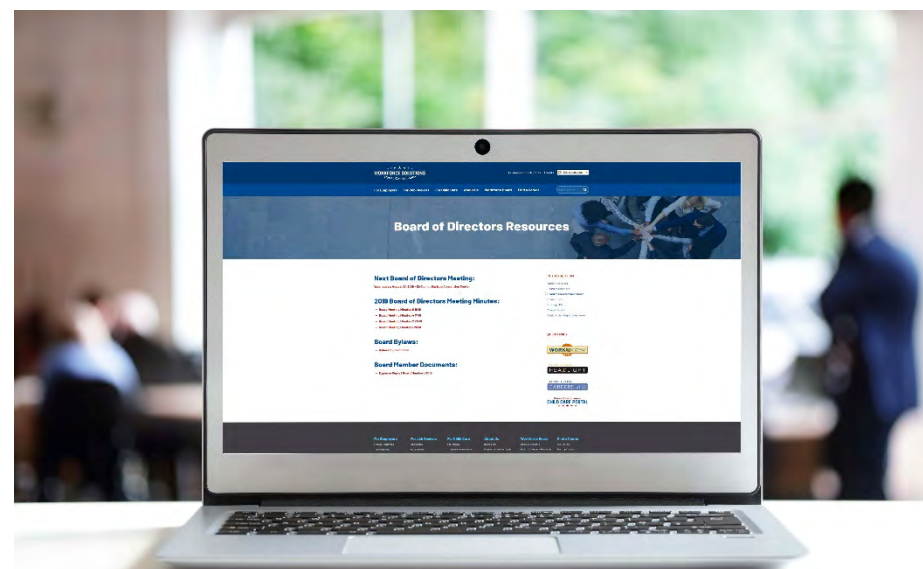
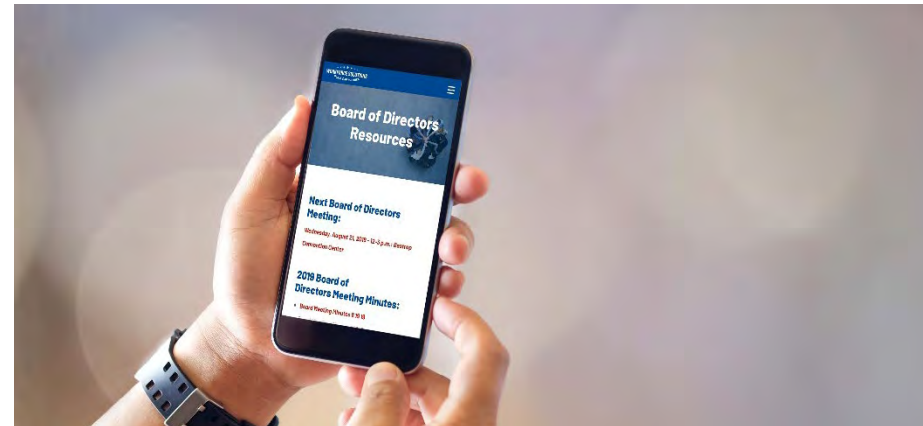


# Our Board of Directors

## Board Resources

Located on [www.workforcesolutionsrca.com](http://www.workforcesolutionsrca.com):

- Date of Next Board Meeting & Agenda
- Past Board Meeting Minutes
- Board Bylaws
- Travel Expense Reimbursement Forms
- Board Member Orientation Materials
- More features to come



### Next Board of Directors Meeting:

Wednesday, August 21, 2019 - 12-3 p.m.: Bastrop Convention Center

### 2019 Board of Directors Meeting Minutes:

- Board Meeting Minutes 6 19 19
- Board Meeting Minutes 4 17 19
- Board Meeting Minutes 2 20 19
- Board Meeting Minutes 1 29 19

### Board Bylaws:

- Bylaws Signed 1 18 19

### Board Member Documents:

- Expense Report Board Members 2019

### New Board Member Orientation Materials:

- WSRCA New Board Member Orientation Presentation
- Texas Workforce Commission New Board Member Orientation Guide
- TWC Board Orientation Appendices
- TWC Board Orientation Guide: Focus on the Vision
- TWC Board Orientation Guide: Additional Resources
- TWC Board Orientation Guide: Attention Board Members
- TWC New Board Member Orientation & Training Page

#### IN THIS SECTION

Workforce Board  
Board of Directors  
Board of Directors Resources  
Committees  
Strategic Plan  
Annual Report  
Bidder's List Registration Form

#### QUICKLINKS





# Where We Work

**WORKFORCE SOLUTIONS**  
RURAL CAPITAL AREA

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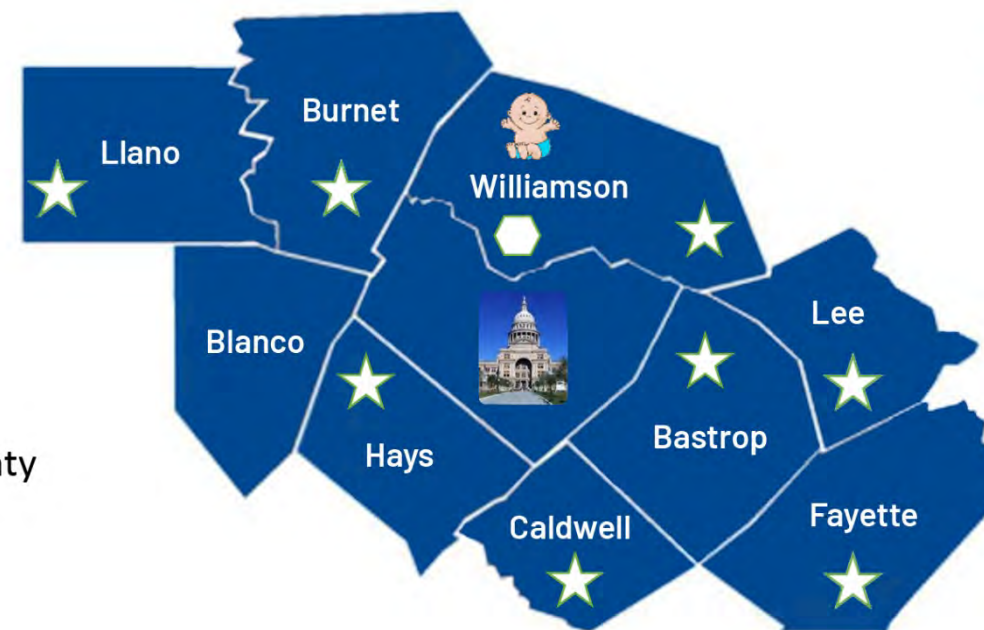


## WORKFORCE SOLUTIONS RURAL CAPITAL AREA


 **Board Office** – Cedar Park,  
Williamson County

 **Workforce Centers**

- Bastrop – Bastrop County
- Lockhart – Caldwell County
- Round Rock – Williamson County
- San Marcos – Hays County



 **Child Care Services** – Cedar Park,  
Williamson County

 **Workforce Centers**

- Burnet – Burnet County
- Giddings – Lee County
- LaGrange – Fayette County
- Llano – Llano County



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# What Do We Do?

## Business Services

We assist businesses at every stage of their workforce needs:

- On-Site Recruiting
- Interviewing and Hiring
- Job Fairs
- Internet-Based Job Postings
- Assistance with Customized Skill Train
- Wage and Labor Market Information
- Employee Layoff Assistance



**3,829**  
Employers Served

**472**  
New Employers  
Enrolled in  
Work in Texas

**10,364**  
New Job Postings in  
Work in Texas



# What Do We Do?

## Job Seeker Services

We offer an array of services and programs designed to empower job and career seekers:

- Career & Benefits Exploration
- Computer & Internet Access
- Education & Skills Training
- Hiring Fairs
- How-To Workshops
- Interview Counseling
- Job Search Support
- Labor Market Information
- Resume Support
- Self Assessment Tools
- Unemployment Benefits Information
- Veterans Services
- Vocational Rehabilitation Services for People with Disabilities
- Wage Claim and Child Labor Information
- Youth Services for Out of School Individuals (ages 16-24)

**17,846**  
Job Seekers  
Served

**15,377**  
Unemployment  
Insurance  
Claimants Served

**4,998**  
Customers  
Transitioning From  
Public Assistance

**208**  
Ex-Offenders

**202**  
Job Seekers  
Sponsored in  
Training

**179**  
Youth Customers  
Served

**2,269**

Veterans Served  
Throughout the  
Rural Capital  
Area

**524**

Veterans of Operation  
Enduring Freedom  
(OEF) and Operation  
Iraqi Freedom (OIF)



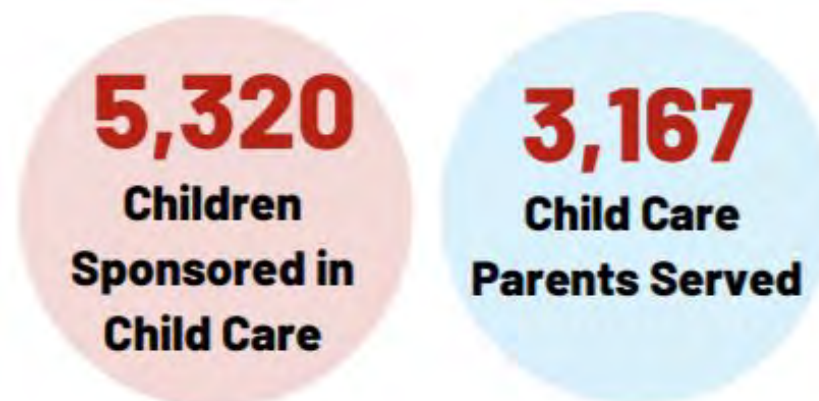


# What Do We Do?

## Child Care Services

We support families, providers and local communities by assisting parents with tuition assistance who are striving to become self-sufficient and by providing child care technical assistance and training to child care providers. The goal of our services are:

- To offer families an expanded choice of accessible child care arrangements
- To offer families an identifiable source of child care information and financial assistance
- To support the physical, social, emotional and intellectual development of children
- To assist providers with increasing and maintaining quality child care
- To support and strengthen the child care industry
- To provide a community resource for child care needs





# Board Funding

## Program Sources

- ▶ **Workforce Innovation and Opportunity Act (WIOA), which includes Adult, Youth, and Dislocated Workers**
- ▶ **Temporary Assistance for Needy Families (TANF)**
- ▶ **Supplemental Nutrition Assistance Program (SNAP)**
- ▶ **Non Custodial Parent (NCP)**
- ▶ **Other Grants**
- ▶ **Private Funding**
- ▶ **Child Care & Development Fund**





# Board Funding

## The Board is the Fiscal Agent

- **Receives funds and performs all accounting and fund management**
- **Ensures fiscal integrity**
- **Responds to financial audit findings**
- **Procures contracts for goods and services**
- **Conducts financial monitoring of service providers**





# Board Member Responsibilities

## Main Categories

- Strategic Functions
- System Capacity Building
- Systems Alignment & Effective Operations





# Board Member Responsibilities

## Strategic Functions

- **Ensure business is the primary customer**
- **Develop a local plan**
- **Conduct workforce research and labor market analysis**
- **Oversee local performance measures**
- **Approve a budget for local activities**
- **Lead career pathways development**
- **Establish by-laws and monitoring requirements**
- **Coordinate with economic development**
- **Fiscal oversight**



# Board Member Responsibilities

## Systems Capacity Building

- Identify and promote promising practices to meet the needs of employers and workers
- Convene, broker and leverage local stakeholders for multiple goals
- Engage a diverse range of employers to build sector partnerships
- Regional Collaboration





# Board Member Responsibilities

## Systems Alignment & Effective Operations

- Leadership
- Identify eligible training providers
- Designate Workforce Center Operator
- Program oversight and memorandums of understanding (MOU) with partners
- Oversight of Youth Services activities





# Partners

- **Adult Education and Literacy**
- **Employment Services (Wagner-Peyser)**
- **Department of Vocational Rehabilitation**
- **Job Corps**
- **Native American programs**
- **Migrant and Seasonal Farmworker programs**
- **Health and Human Services (TANF)**
- **Career & Technical Education**
- **Older Americans Act (SCSEP)**
- **Veterans Services**
- **Community Services Block Grant**
- **Unemployment Compensation**
- **Housing and Urban Development**
- **Second Chance programs**





# CEO Responsibilities



**Paul Fletcher, CEO, Workforce Solutions Rural Capital Area**

- **Coordinate with the chief elected officials regarding nomination of members to the local Board**
- **Organize local Board meetings**
- **Develop and submit workforce plans**
- **Conduct oversight of all programs**
- **Negotiate and reach agreement on performance with contractors**





# Workforce Center Operator Role

- **Coordinate service delivery among partners**
- **Coordinate service delivery among physical job centers and electronic sites**
- **Coordinate services across the local area workforce development system**
- **Implement local policies**
- **Report to the local Board on operations, performance accountability, and continuous improvement**

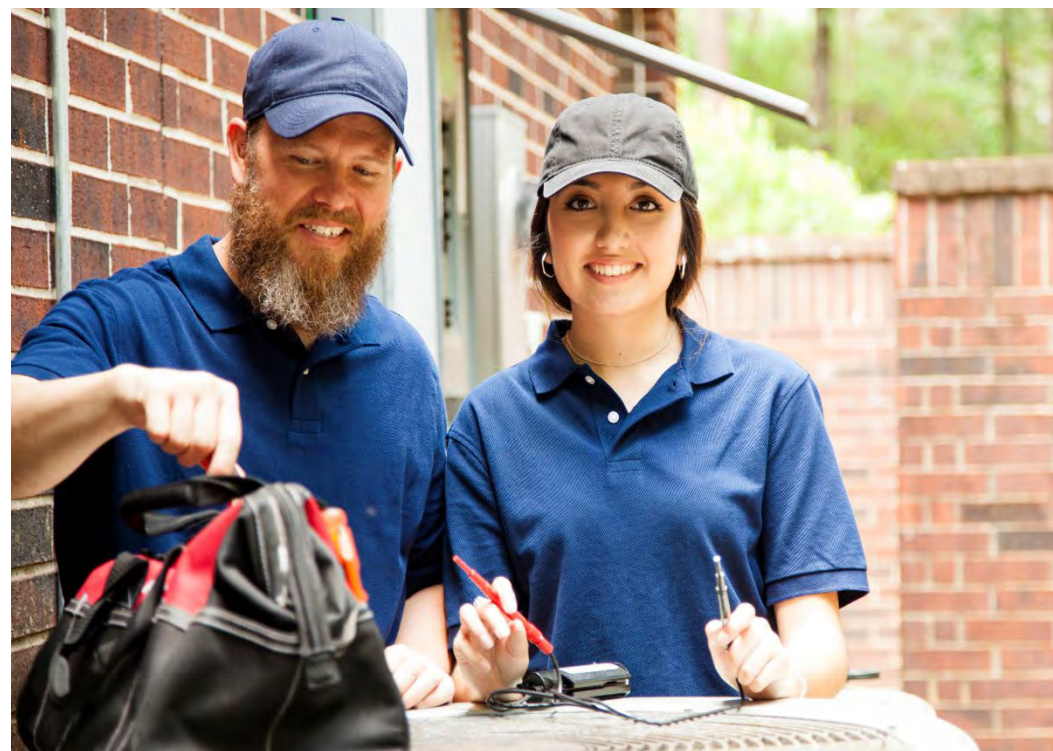




# Business Services

## We Find, Train and Retain Workers for Employers:

- Recruitment (free job postings)
- Assessments
- Training for certificates and 2-year programs
- Apprenticeship training
- On-the-Job (OJT) training
- Customized Training





# Job Seeker Services

## Career Services

- Basic
- Individualized
- Follow-up

## Training Services

- Only for eligible individuals
- Linked to in-demand employment
- Customer choice for selection of training services





# Child Care Services

**Child Care Services (CCS) assists families with the cost of child care for children 12 years old and younger, and for children with disabilities 18 years old and younger. Eligibility:**

- **Each parent and step-parent living in the household must work and/or be in school or training at least 25 hours per week**
- **Gross household income must not exceed 85% State Median Income (SMI)**
- **Households must reside within one of the following counties: Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano or Williamson**
- **Families who owe recoupment, anywhere in Texas, are not eligible to enroll or continue services until the recoupment has been paid in full**





# Child Care Provider Services

**Becoming a child care provider with Child Care Services not only helps to improve the quality of life for our community, it also provides many benefits. Some of the advantages of being a CCS provider are:**

- **Receive training and technical assistance to deliver quality care and education,**
- **Receive direct payment for child care services,**
- **Participate in the Texas Rising Star (TRS) program to enhance delivery of care and education**
- **Receive inclusion services,**
- **Access to CCS staff to help with utilizing Workforce Solutions Rural Capital Area facilities, and**
- **Providers receive paid holidays for CCS referred children**



**TRS providers that partner with CCS voluntarily meet requirements that exceed the state's minimum Child Care Licensing Standards. The TRS Provider certification system offers three levels of certification (Two-Star, Three-Star, and Four-Star) to encourage providers to attain progressively higher certification requirements leading to a Four-Star level.**



# Core Performance Measures

## Reemployment/Employer Engagement

1. Claimant Reemployment within 10 Weeks
2. # of Employers Receiving Workforce Assistance

## WIOA Outcome

1. Employed/Enrolled Q2-Q4 Post Exit – C&T Participants
2. Median Earnings Q2 Post Exit – C&T Participants
3. Credential Rate – C&T Participants
4. Employed Q2 and Q4 Post Exit – Adult
5. Median Earnings Q2 Post Exit – Adult
6. Credential Rate – Adult
7. Employed Q2 and Q4 Post Exit – DW
8. Median Earnings Q2 Post Exit – DW
9. Credential Rate – DW
10. Employed/Enrolled Q2 and Q4 Post Exit – Youth
11. Credential Rate – Youth

## Program Participation

1. Choices Full Work Rate – All Family Total
2. Avg # Children Served Per Day

## Child Care

1. # of Children in Care





# Questions?



## Stay Connected:



@WFSRuralCapJobs



@WFSRuralCapJobs



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Workforce Solutions Rural Capital Area



Workforce Solutions Rural Capital Area



[www.workforcesolutionsrca.com](http://www.workforcesolutionsrca.com)