



GULF COAST WORKFORCE BOARD

**TENTATIVE AGENDA
TUESDAY, OCTOBER 4, 2022 AT 10:00 A.M.
IN-PERSON
2ND FLOOR, 3555 TIMMONS LANE
HOUSTON, TX 77027**

The meeting will be in person only and will be open to the public but restrictions regarding masks, allowable room capacity, and seating arrangements may be in place.

- 1. Call to Order**
- 2. Roll Call**
- 3. Adopt Agenda**
- 4. Public Comment**
- 5. Review August 2022 meeting minutes**

Request approval of minutes of the August 2022 meeting of the Gulf Coast Workforce Board. (Contact: Chair Mark Guthrie)

- 6. Declare Conflicts of Interest**

A decorative graphic on the left side of the page consisting of several blue hexagons of various sizes and orientations, some overlapping, creating a cluster-like pattern.

7. Reports

- a. Paving the Pathway Recognition. Recognize contribution of local employers to youth with disabilities and their preparation for work (Contact: Chair Mark Guthrie).
- b. Chair's Remarks (Contact: Chair Mark Guthrie)
- c. Executive Director Report – Report on recent, current, and upcoming activities. (Staff Contact: Juliet Stipeche)
- d. Communications Committee Report – Briefing on the committee's September meeting. (Contact: Doug Karr)
- e. H-GAC Executive Director Report – Report on recent, current, and upcoming activities related to Houston-Galveston Area Council. (Staff Contact: Chuck Wemple)
- f. Audit and Monitoring Committee Report – Briefing on the committee's September meeting. (Contact: Guy Robert Jackson)
- g. Procurement Committee – Briefing on the committee's September meeting. (Contact: Dr. Bobbie Henderson)
- h. Education Committee – Briefing on committee's September meeting. (Contact: Dr. Bobbie Henderson)

8. Action

- a. Child Care Wait List – Discussion and possible action on policy updates for child care waiting list. (Staff Contact: Rebecca Neudecker)
- b. Hourly Wage Increase – Discussion and possible action for policy updates for hourly wage increase for work based learning from \$10.00 to \$15.00 per hour (Staff Contact: Rebecca Neudecker)
- c. Procurement:
 1. Early Education Quality – Discussion and possible action on Early Education Quality, in an amount not to exceed \$11,000,000. (Staff Contact: Trudy Ray)



2. Employer Services – Discussion and possible action on Employer Services, amount not to exceed \$11,000,000. (Staff Contact: Rebecca Neudecker)
- d. Construction Career Collaborative (C3) – Discussion and possible action on contract renewal for up to \$364,000 to provide safety and other specialized training for the construction industry. (Staff Contact: Susan Dixon)

9. Information

- a. Performance and Production – Report on the system’s performance and production. (Staff contact: Philip Garcia)
- b. Expenditures – Report on the Board’s budget and expenditures. (Staff contact: AJ Dean)
- c. Communications – A review of Workforce Solutions’ communications and outreach activities. (Staff contact: Michelle Castrow)

10. Look at the Economy

- a. Special Presentation: “Measuring Education Credentials of Middle-Skill Jobs.” (Staff Contact: Ron Borski)
- b. Report on current employment data and economic trends. (Staff Contact: Parker Harvey)

11. Adjourn

If you wish to make public comment you may appear in person or by providing your comments in writing no later than 5:00 pm on **Monday, October 3, 2022** to Deborah Duke at deborah.duke@wrksolutions.net.

Meeting materials are available on our website at www.wrksolutions.com/about-us/meetings.

Workforce Solutions is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



Please contact us at 713.627.3200 at least 48 hours in advance to request accommodations.

Deaf, hard-of-hearing or speech-impaired customers contact:
Relay Texas 1-800-735-2989 (TTY) or 1-800-735-2988 (Voice) or 711.

Equal opportunity is the law.

Gulf Coast Workforce Board-Workforce Solutions
3555 Timmons Lane, Suite 120, Houston, Texas 77027
P.O. Box 22777 Houston, Texas 77227-2777
713.627.3200
1.888.469.5627 toll-free
www.wrksolutions.com

**MINUTES OF MEETING OF
THE GULF COAST WORKFORCE BOARD
TUESDAY, AUGUST 2, 2022**

MEMBERS PRESENT

Willie Alexander	Bobbie Henderson	Paul Puente
Peter Beard	Alan Heskamp	Monica Riley
Mustapha Beydoun	Guy Robert Jackson	Danielle Scheiner
Sara Bouse	Doug Karr	Valerie Segovia
Carl Bowles	Jeff LaBroski	Gil Staley
Helen Cavazos	Shareen Larmond	Lizandra Vazquez
Melissa Gonzalez	Edward Melton	Carolyn Watson
Cheryl Guido	Margaret Oser	Michael Webster
Mark Guthrie	Adrian Ozuna	

H-GAC STAFF PRESENT

Onyinye Akujuo	Deborah Duke	Parker Harvey
Ron Borski	Philip Garcia	Brenda Williams
Michelle Castrow	Rick Guerrero	

Mark Guthrie, Chair, called the in-person only meeting to order at approximately 10:00 a.m., on Tuesday, August 2, 2022. Deborah Duke called roll to determine a list of members present. Chair Guthrie determined a quorum was present. Prior to adopting the Agenda, Chair Guthrie welcomed new board member, Margaret Oser. Ms. Oser introduced herself and was warmly welcomed by the Board.

With the Chair's permission, Dr. Bobbie Henderson requested to dedicate this meeting to the memory of long time Board Staff member Lucretia Hammond who recently passed away. Chair Guthrie declared that this meeting will be conducted in her honor.

ADOPTION OF AGENDA

Chair Guthrie then presented the agenda and requested a motion to approve the agenda as presented. A motion was made and seconded to adopt the agenda. The motion carried and the agenda was adopted as presented.

PUBLIC COMMENT

Irma Gonzalez, President of Employment and Training Centers provided comments to the Board. Ms. Gonzalez stated that Employment and Training Centers has spent 20 years working with the Gulf Coast Board and reminded the Board that the organization has consistently produced expected results specified in contracts. Ms. Gonzalez addressed concerns regarding a recent goal that has not been met and a corrective action plan related to that goal. She stated her belief that the goal is not realistic and disputed details related to the corrective action plan.

Nicholas Morgan of Adaptive Construction Solutions also provided comments to the Board. Mr. Morgan shared a success story from the Cypress Station Career Office. He praised staff for the support of multiple successful job fairs hosted by that office and thanked the Board for the support provided by this and other career offices.

MINUTES FROM AUGUST 2, 2022 MEETING

Chair Guthrie asked for approval of the minutes as presented. A motion was made by Dr. Bobbie Henderson and seconded by Willie Alexander to approve the minutes as presented. The motion carried.

DECLARE CONFLICTS OF INTEREST

Chair Guthrie asked for declarations of any conflicts of interest with items on the agenda. No conflicts were stated, however, Chair Guthrie reminded the members that they were welcome to declare conflicts with items as they are considered.

CONSIDER REPORTS

a. Chair's Report.

Chair Guthrie began his report by welcoming H-GAC Chief Operating Officer, Onyinye Akujuo who was filling in for Juliet Stipeche, who was unable to attend the meeting due to health reasons. Chair Guthrie commended and complimented Ms. Stipeche for her efforts so far as the new Board Executive Director.

Chair Guthrie reported that he recently attended the National Association of Workforce Boards Directors' meetings in Colorado Springs. He reported that, as a part of those meetings, the NAWB directors observed examples of measures taken by companies in the area to attract and retain quality personnel.

Chair Guthrie reported that he, Doug Karr and Juliet Stipeche judged the business problem competition for the Paving the Pathways program in June. Chair Guthrie

said the program and the presentations improve each year. Chair Guthrie also asked Mr. Karr to say a few words about the competition. Mr. Karr praised the program and the coordinating staff.

Chair Guthrie next provided a brief update on the Board's regional Economic Development Corporation outreach efforts. He informed the Board that there are several additional meetings scheduled soon and requested that Board members attend and participate in any meetings they are able to attend.

Chair Guthrie reminded members that attendance and participation at Board meetings is important. The Board's by-laws provide for removal of members for regular lack of attendance and Chair Guthrie stated that he will review meeting attendance records over the past few years with a goal of having a full table of active members to better serve the region.

Chair Guthrie also stated that the Board by-laws will be reviewed to update them if necessary and solicited Board members to volunteer for the Bylaws Committee. He also advised the Board that other Board committee memberships will be reviewed and updated in the coming months.

Chair Guthrie concluded his report and no action was taken.

b. Executive Director's Report.

In the absence of Executive Director Juliet Stipeche, Onyinye Akujuo provided a report. Ms. Akujuo reported that Ms. Stipeche has met with the Board Staff team in small groups to assess the effectiveness of the group. This has taken place as the first phase of staff reorganization and has provided some early positive benefits. Ms. Akujuo also noted that Ms. Stipeche has met with multiple partners and is striving to build stronger relationships which has added additional clarity to expectations placed on each partner.

Ms. Akujuo reported that Ms. Stipeche has also had an opportunity to meet with some board members of the Texas Association of Workforce Boards and the leaders of the Texas Workforce Commission.

Finally, Ms. Akujuo introduced Rick Guerrero who will serve as the Board Parliamentarian going forward. Mr. Guerrero, Director of Intergovernmental Relations at H-GAC, introduced himself and informed the Board of his role to ensure appropriate parliamentary procedures at governing boards and certain committees subject to the Texas Open Meetings Act ensuring that the Board is able to do its good work swiftly and efficiently. Mr. Guerrero stated his intent to provide support to the Board Chair and to the various Committee Chairs as needed.

Ms. Akujuo concluded her report and no action was taken.

c. Audit/Monitoring Committee.

Audit/Monitoring Committee Chair Guy Robert Jackson provided the following report.

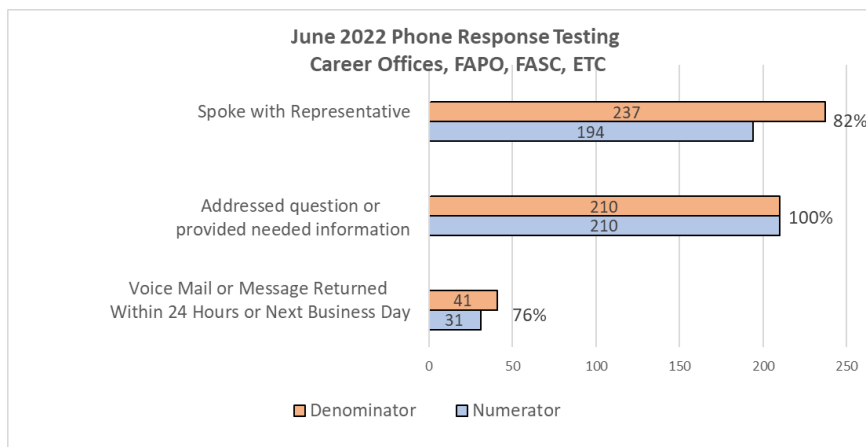
The Audit and Monitoring Committee met via video conference on July 19, 2022, at 1:00 PM Members - Guy Robert Jackson, Willie Alexander, Gerald Andrews, Carolyn Bilski, Sara Bouse, Carl Bowles, Helen Cavazos, Melissa Gonzalez, Cheryl Guido, Mark Guthrie, Bobbie Henderson, Alan Heskamp, Doug Karr, Adrian Ozuna, and Richard Shaw attended.

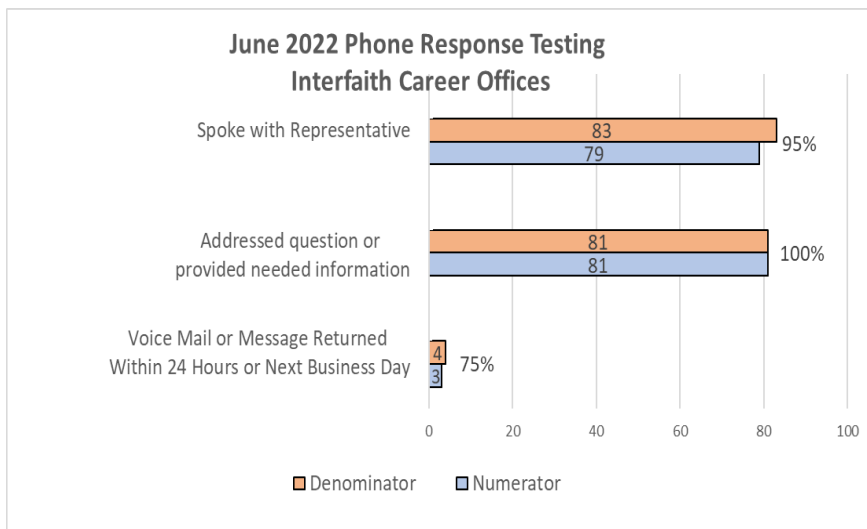
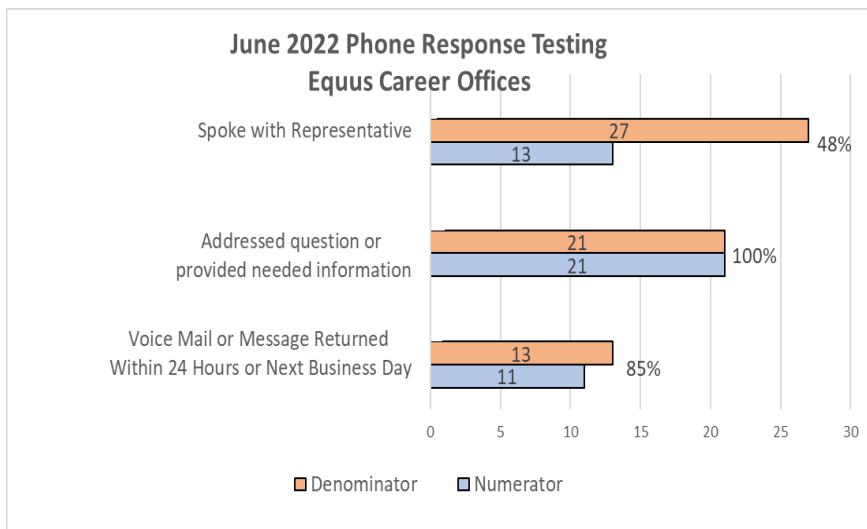
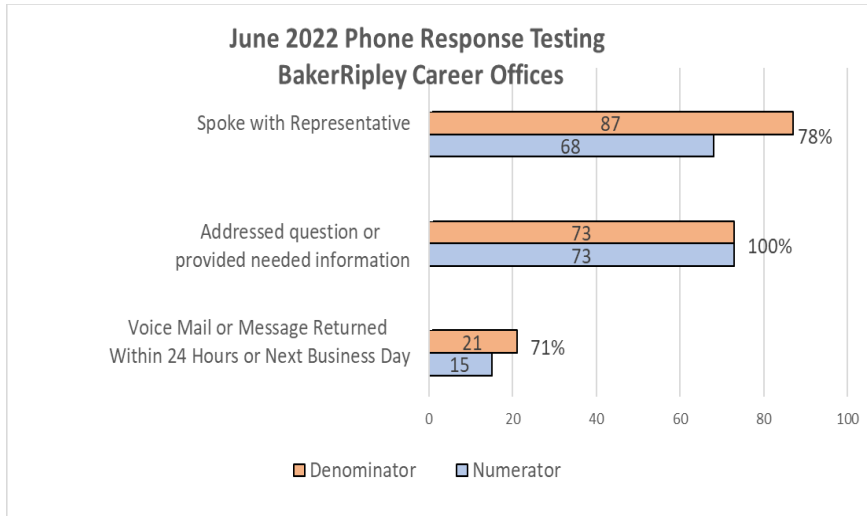
System Review

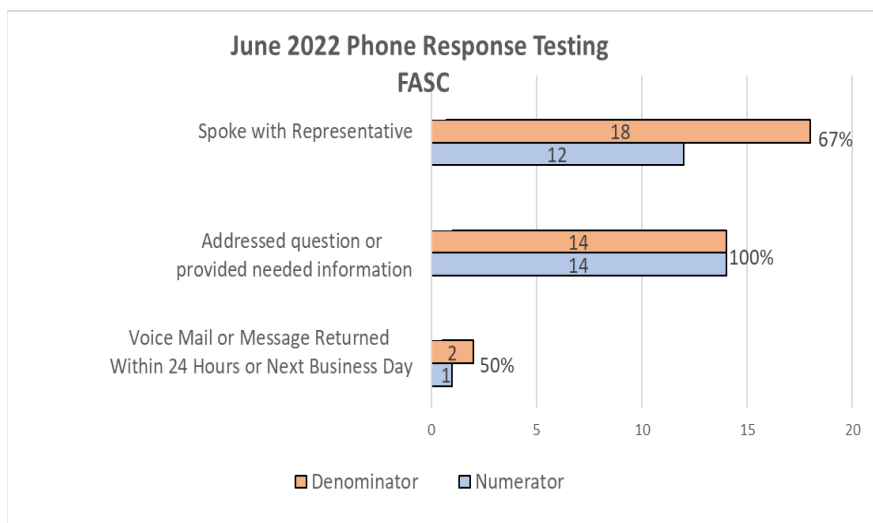
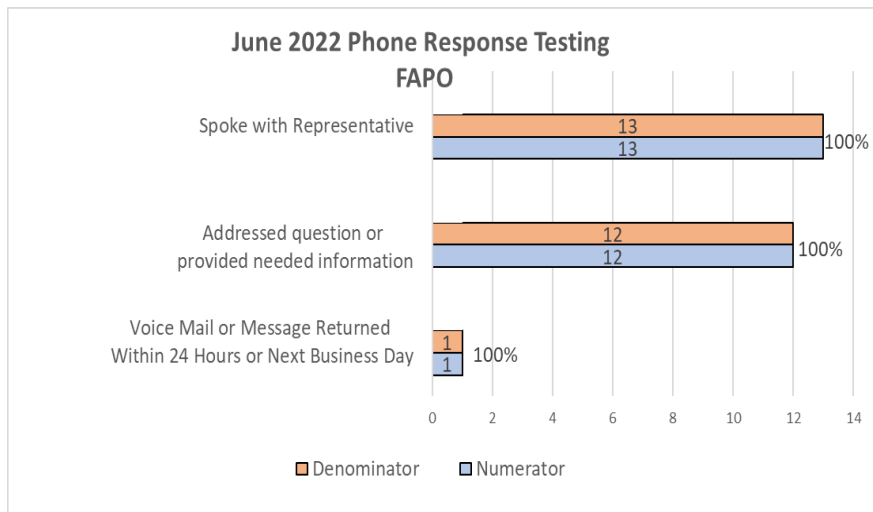
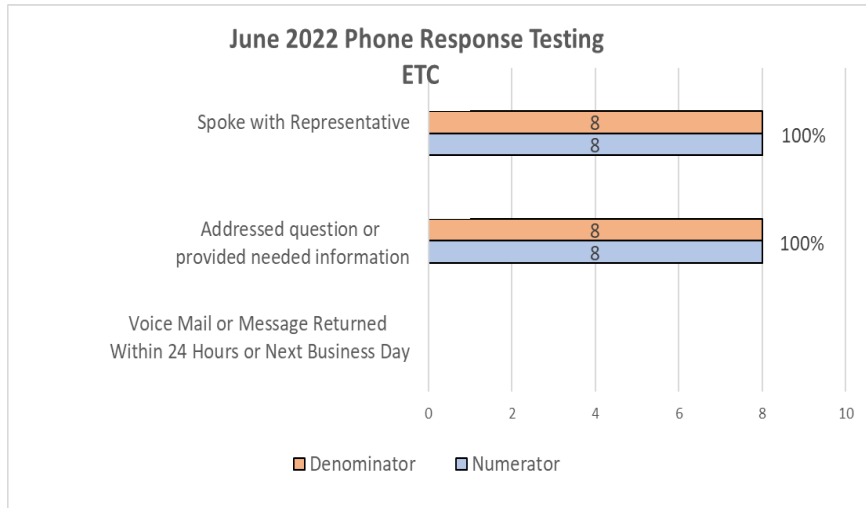
Staff provided the committee a system-level review of performance/production and expenditures and a contractor-level review for performance/production and expenditures.

Responsiveness and Customer Satisfaction

Voice mail responses within 24 hours were at 76% in June, a decrease from 86% in May.







Technical Compliance

Staff reported that they concluded the adult education monitoring with the completion of reviews for Adult Education Center, BakerRipley Adult Education,

Boys and Girls Club of Walker County, Chinese Community Center, College of the Mainland, Community Family Centers, San Jacinto College, and Region 6 with no critical issues identified.

Staff reported that they are currently reviewing Equus and Employment and Training Centers, testing compliance in the Financial Aid Support Center and Financial Aid Payment Office operations, finalizing status reviews on the new Next Gen contractors, and conducting worksite visits for SEAL participants.

Financial Systems and Issues

The FY2022 financial monitoring completed for BakerRipley Career Offices resulted in a clean report with no findings or issues identified.

Next Meeting

The next committee meeting is scheduled for 1:00 PM on Thursday, September 15, 2022.

Chair Jackson concluded his report and no action was taken.

d. Procurement Committee.

Procurement Committee Chair Dr. Bobbie Henderson provided the following report.

The Procurement Committee met in a hybrid in person and video conference format on Monday, July 25, 2022. The meeting was presided over by Committee Chair Dr. Bobbie Henderson, who attended in person at 3555 Timmons Lane, and attended by Doug Karr, Vice Chair and Committee members Sara Bouse, Carl Bowles, Helen Cavazos, Anthony Gay, Melissa Gonzalez, Cheryl Guido, Mark Guthrie, Alan Heskamp, Adrian Ozuna, Paul Puente and Gil Staley.

Regional Situation

This year has presented a unique year with the gradual reopening of the economy, a continuation of the Great Resignation, and more recently, inflation at rates unseen for decades. As we move forward in this new environment, we continue to deliver services both virtually and in person.

Staff watches key measures to monitor how our system is doing:

- Through June 2022 the average monthly traffic in our offices is approximately 54,000. In addition, our staff complete over 14,000 virtual appointments monthly.
- The average number of monthly job postings June 2022 is 47,546. In 2021, the average number of monthly job postings was 36,642. This increase correlates with the economic rebound experienced in the last year.

- Staff helps 65.1% of the individuals who find employment remain working in the first quarter after exiting from Workforce Solutions.
- Our system supports 18,064 families and 34,690 children with financial aid for early education expenses.

The system continues to work to achieve the Board's performance standards and meet production requirements for our funders. (Refer to charts at the end of the item.)

2023 Revenue

Staff expects a modest 2% increase in revenue available to fund 2023 contracts and a total of \$453.58 million to invest.

- Our general revenue comes from multiple federal sources – all of which are allocated to us using the various formulas that bring those dollars to the State of Texas and ultimately our region.

2023 Investments

With available dollars, we are recommending the following maximum investments in system activities:

	2022	2023
Service for Employers	\$ 19,981,886	\$ 23,000,000
Employer Services	12,981,886	11,000,000
Early Education	7,000,000	12,000,000
Service for People	\$ 425,377,950	\$ 429,870,000
Career Offices	49,108,021	52,290,000
Youth Projects	6,569,929	6,570,000
Financial Aid	369,700,000	371,010,000
Professional Development	\$ 926,955	\$ 230,000
Total System Contracts	\$ 446,286,791	\$ 453,100,000

2023 Workforce Solutions Contracts

The Procurement Committee considered contract renewals, extensions, and action on procurement recommendations to ensure operation of Workforce Solutions. These recommendations will enable our service providers to work together to elevate the economic and human potential of the region by fulfilling the diverse needs of the employers and people throughout the region.

The Procurement Committee tabled the staff recommendations to enter into annual and renewable contracts for the Employer Services contracts and as discussed below instructed staff to present options regarding extension contracts with the

incumbent Employer Services contractors so that the Procurement Committee could determine next steps on the Employer Services contracts.

The Procurement Committee met in a hybrid in person and video conference format on August 1, 2022 at 2 pm to consider staff recommendations regard Employer Services contracts and alternatively contract extensions. The meeting was presided over by Committee Chair Dr. Bobbie Henderson, who attended in person at 3555 Timmons Lane, and attended by Doug Karr, Vice Chair and Committee members Willie Alexander, Sara Bouse, Helen Cavazos, Cheryl Guido, Mark Guthrie, Alan Heskamp, Jeff LaBroski, Adrian Ozuna, Richard Shaw and Gil Staley.

As discussed further in the procurement-related action items below, the Procurement Committee, after considering the staff recommendations, makes the following recommendations on Workforce Solutions Contracts:

	2022	2023
Employer Service		
	Amount up to:	
Employment & Training Centers	8,100,000	3,500,000
Adaptive Construction Solutions	4,881,886	2,000,000
Future Awards	0	5,500,000
Early Education		
Collaborative for Children	7,000,000	2,000,000
Early Education Procurement - TBD	0	10,000,000
Career Offices		
BakerRipley	24,582,800	26,000,000
Interfaith of the Woodlands	18,290,000	18,790,000
Equus Workforce Solutions	6,235,221	7,500,000
Youth Projects		
SER-Jobs	2,299,929	2,300,000
Alliance of Community Assistance Ministries (ACAM)	2,500,000	2,500,000
Career Team	1,500,000	1,500,000
America Youth Works	270,000	270,000
Financial Aid Support Center		
Interfaith of the Woodlands	6,100,000	610,000
Equus Workforce Solutions	0	6,500,000
Financial Aid Payment Office		
BakerRipley	3,600,000	3,900,000
Financial Aid	360,000,000	360,000,000
Professional Development		
Learning Designs	926,955	230,000
Total System Contracts	\$ 446,286,791	\$ 453,100,000

Results

In the coming fiscal year, with the contracts we are recommending in items for new and renewal contracts, we intend to:

- Serve at least 31,500 employers¹ and 300,000 individuals
- Ensure 19,825² of our employers return for service
- Assist in creating 3,500 new jobs
- Spend at least \$15 million on scholarships for more than 5,000 individuals in high-skill, high-growth occupational training
- Support about 30,000 families and 60,000 children with early education
- Help more than 230,000 individuals go to work
- Raise the incomes of 80,000 by at least 20%
- Help 86% of individuals pursuing a post-secondary education attain a credential (certificate or degree)

Following the Committee meetings, the Procurement Committee recommendations to the Board will be further discussed in the action items below. Dr. Henderson concluded her report and no action was taken at this point.

TAKE ACTION

a. Workforce System Procurement.

Procurement Committee Chair Dr. Bobbie Henderson presented the following:

Background

The Gulf Coast Workforce Board contracts with service providers to achieve our mission to elevate the economic and human potential of the Gulf Coast region by fulfilling the diverse needs of the businesses and individuals we serve. At the request of the Board, earlier this year H-GAC, acting as Board staff, conducted a procurement for the Financial Aid Support Center.

i. Financial Aid Support Center

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate a contract for the Financial Aid Support Center.

Action Requested

Request approval of a contract for FY 2023, renewable for three additional years subject to performance and Board approval for the Financial Aid Support Center:

Function	Service Provider	Cost Not to Exceed
Financial Aid Support Center	Equus Workforce Solutions	\$6,500,000

¹ In a combination between the extension contracts and the Employer Services contracts for the remainder of the 1 year period beginning October 1, 2022 to September 30, 2023.

² In a combination between the extension contracts and the Employer Services contracts for the remainder of the 1 year period beginning October 1, 2022 to September 30, 2023.

A motion was made by Bobbie Henderson and seconded by Valerie Segovia to approve the proposed contract. Lizandra Vazquez declared a conflict of interested and abstained from the vote. The motion was approved as presented.

ii. Financial Aid Payment Office

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate contracts for the Financial Aid Payment Office operations and funds for financial aid.

Action Requested

Request approval of a contract for FY 2023, renewable for three additional years subject to performance and Board approval, for the Financial Aid Payment Office and financial aid funds to be managed by the Payment office:

Function	Service Provider	Cost Not to Exceed
Financial Aid Payment Office	BakerRipley	\$3,900,000
Financial Aid for System	BakerRipley	\$360,000,000

A motion was made by Bobbie Henderson and seconded by Alan Heskamp to approve the proposed contract. Lizandra Vazquez declared a conflict of interested and abstained from the vote. The motion was approved as presented.

iii. Staff Training and Development

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate a three-month contract for FY 23 with the existing provider for staff training and development services while staff assesses the possibility of integrating these functions and conducting this work internally with the assistance of a highly specific procured consultant.

Action Requested

Request approval of a contract extension for three months for FY 2023:

Function	Service Provider	Operations Cost up to
Staff Development and Training	Learning Designs	\$230,000

A motion was made by Bobbie Henderson and seconded by Doug Karr to approve the proposed contract extension. The motion was approved as presented.

Chair Henderson concluded her report and no further action was taken.

b. Renewal of Contracts.

Procurement Committee Chair Dr. Bobbie Henderson presented the following report:

i. Career Offices.

Last year, the Board procured and approved contracts for career office operations with BakerRipley, Equus, and Interfaith of the Woodlands for up to four years to operate a total of 28 career offices and to provide services to customers virtually. At the Procurement Committee on July 25th, the Committee recommended that staff negotiate contracts for FY 23 with career office service providers. These contracts will be the first of three possible renewals through last year's procurement.

Action Requested

Authorize Board staff to negotiate a FY 2023 contract for one additional year as listed:

Function	Service Provider	Operations Costs Not Exceed
Career Office	BakerRipley	\$26,000,000
Career Office	Interfaith of the Woodlands	\$18,790,000
Career Office	Equus Workforce Solutions	\$7,500,000

A motion was made by Bobbie Henderson and seconded by Sara Bouse to approve the proposed contract renewals. Lizandra Vazquez declared a conflict of interested and abstained from the vote. The motion was approved as presented.

ii. Next Generation Youth.

Last year, the Board procured and approved contracts with four organizations for the provision of services to young adults who are not in school. Our system has traditionally had a difficult time reaching and serving these young adults, who are also referred to as opportunity youth. As the first year of these contracts ends, staff are confident that providers have built capacity to significantly increase the number of young adults served.

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate contracts for FY 23 with the four current providers. These contracts will be the first of three possible renewals through last year's procurement.

Action Requested

Authorize Board staff to negotiate a FY 2023 contract for one additional year as listed:

Function	Service Provider	Operations Costs Not to Exceed
Youth Projects	SER Jobs	\$2,300,000
Youth Projects	Alliance of Community Assistance Ministries (ACAM)	\$2,500,000
Youth Projects	Career Team	\$1,500,000
Youth Projects	American Youthworks	\$270,000

A motion was made by Bobbie Henderson and seconded by Mustafa Beydoun to approve the proposed contract. Mary Helen Cavazos declared a conflict of interested and abstained from the vote. The motion was approved as presented.

iii. Public Information and Outreach.

Two years ago, the Board procured and approved contracts for public information and outreach on behalf of Workforce Solutions and the Board with Outreach Strategies and Savage Brands for up to four years.

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate contracts for FY 23 with the current providers. These contracts will be the second of three possible renewals.

Action Requested

Authorize Board staff to negotiate a FY 2023 contract for one additional year as listed:

Function	Service Provider	Operations Cost Not to Exceed
Public Outreach	Outreach Strategists	\$500,000
Public Outreach	Savage Brands	\$400,000

A motion was made by Bobbie Henderson and seconded by Paul Puente to approve the proposed contract. The motion was approved as presented.

iv. Payrolling Service Provider.

We partner with Vocational Rehabilitation Services and contract for payroll services for young adults with disabilities who are participating in employment services.

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate a contract extension for FY 23 with existing contractor ProSource for

payroll services. This action would increase the contract by \$1,200,000 to serve 400 additional individuals with disabilities.

Action Requested

Request approval of a contract extension for one year and adding \$1,200,000 to the following contract for FY 2023:

Function	Service Provider	Operations Cost Not to Exceed
Payroll	ProSource	\$3,675,000

A motion was made by Bobbie Henderson and seconded by Helen Cavazos to approve the proposed contract renewals. The motion was approved as presented.

c. Extension of Financial Aid Support Center and Early Education Quality Contracts.

Background

At the request of the Board, earlier this year H-GAC, acting as Board staff, conducted a procurement for a number of services, including the Financial Aid Support Center. The current provider did not apply to continue operating the Financial Aid Support Center, and there will therefore be a transition to a new provider.

H-GAC is also in the process of procuring early education quality services on behalf of the Board. Because a provider or providers for these services will not be selected by October 1, we will need to extend the contract for the current provider for up to three months.

At the Procurement Committee on July 25th, the Committee recommended that staff negotiate contracts not to exceed three months for FY 23 with the existing providers for early education quality services and the operation of the Financial Aid Support Center to ensure continued service during this period of transition.

Action Requested

Authorize Board staff to negotiate a contract extension for three months up to the amount listed below:

Function	Service Provider	Operations Costs Not to Exceed
Financial Aid Support Center	Interfaith of the Woodlands	\$610,000
Early Education Quality	Collaborative for Children	\$2,000,000

A motion was made by Bobbie Henderson and seconded by Willie Alexander to approve the proposed contract extensions. The motion was approved as presented.

d. Employer Service Contract Extensions

Background

The Procurement Committee met on August 1, 2022 to review recommendations for employer service proposals. Currently, two service providers manage the Employer Service Division. Adaptive Construction Solutions (ACS) provides marketing and consulting while Employment & Training Centers (ETC) provides talent development for employers.

Current Situation

The Committee reviewed staff recommendations for new contracts for, Employer Services Marketing and Consulting and Talent Development. The Committee voted to reject staff's recommendation. The procurement process for these contracts will need to be completed in the future. The Committee recommends extending the current Employer Service providers contracts up to six months in the amounts not to exceed the amounts in the table below.

	2022	2023
Employer Service		
Employment & Training Centers	8,100,000	3,500,000
Adaptive Construction Solutions	4,881,886	2,000,000
Future Awards	0	5,500,000

The remaining \$5,500,000 will be awarded to service providers based on final procurement results, recommendations and Board approval. This will allow time for the completion of the procurement process or a new procurement to be conducted if the committee so desires and for continuity of service.

Action Requested

Authorize Board staff to negotiate an extension of current contracts with Employer & Training Centers and Adaptive Construction Solutions not to exceed a total of \$5,500,000 for a period of up to six months.

A motion was made by Bobbie Henderson and seconded by Alan Heskamp to approve the proposed contract extensions. The motion was approved as presented.

RECEIVE INFORMATION

a. Communications

Board staff Michelle Castrow presented the following report on activity regarding recent outreach and communication:

Social Media

Our social media channels currently have 18,893 followers collectively on social media. The table below shows the breakdowns and year-over-year changes.

Earned Media Value

As of June 30, 2022, our cumulative earned-media value exceeds \$31 million. Below is year-over-year comparison of June earned media values from 2020 to 2022.

Media Partnerships

Our partnerships with Univision 45 and Fox 26 provided two weekly segments throughout June and July. As a reminder, the Univision segment airs Mondays at 11:30 am and the Fox segment airs Friday's at 6:15 am.

The following table contains highlights of Workforce Solutions in the media since the last update.

Upcoming

The ABC 13 partnership will resume on August 11 following a summer break. The 30-minute live stream show will air each Thursday at 10 am on ABC13.com and the ABC 13 TV app. Each week, Workforce Solutions will also provide story ideas on jobs and the economy for the evening newscasts to compliment the live stream.

Your Career, Your Choice – powered by Workforce Solutions will premier on Saturday, August 6 at 3 pm on Quest Texas 55. Original episodes will air weekly through October 29, 2022.

Roadtrip Nation will sponsor a screening of the documentary "[Wide Open Range](#)" on Tuesday, September 13, 4 -5 pm at the Edwards Regal Cinema at Greenway Plaza. You will get a chance to preview the film and participate in a Q&A with the Roadtrippers. Invitations will arrive via email from Roadtrip Nation.

Ms. Castrow completed her report and no action was taken.

b. Performance and Production.

Board staff Philip Garcia presented Performance and Production measures October 2021 through May 2022.

Mr. Garcia stated that the pandemic has affected our ability to meet performance measures. There are 8 measures currently not being met. We are reviewing these 8 measures and identifying strategies for improvement and any additional data that needs to be entered.

Mr. Garcia completed his report and no action was taken.

c. Expenditures

Board staff Brenda Williams reviewed the Financial Status Report representing expenses for the 6 months ending in June 2022. She reported that we are 50% expended and we are 50% through the year. Our year-to-date revenue is just under \$200 million.

Ms. Williams completed her report and no action was taken.

LOOK AT THE ECONOMY

Board staff Ron Borski provided the Board with a report on the local economy. He reported that the local unemployment rate increased to 4.8% in June. This compares to unemployment rates of 4.4% state-wide and 3.8% nationally. He also reviewed the status of job recovery compared to the beginning of the pandemic. Overall, our region has returned to employment levels above pre-pandemic levels, however recovery has not been even across some of the industry sectors with energy sectors still lagging behind in jobs not yet recovered.

Mr. Borski completed his report and no action was taken.

Board staff Parker Harvey provided the Board with a report regarding child care capacity within our region. His report concluded that the supply/demand dynamic of child care capacity and children needing care has not been made worse by the pandemic. His report indicated that a shortage of child care workers is more likely to affect the capacity.

Mr. Harvey completed his report and no action was taken.

OTHER BUSINESS

There was no other business to be brought before the Board.

ADJOURN

Chair Guthrie adjourned the meeting at approximately 12:07 p.m.

GULF COAST WORKFORCE BOARD

ALEXANDER, WILLIE

W J Alexander Associates P.C.
1770 St. James Place, Suite 407
Houston, TX 77056
(713) 802-0900, ext. 12
Fax: (713) 802-1188
Category: Business
County: City of Houston
walex@wjalexander.com
Term: January 1, 2021 thru December 31, 2022

ALLEN, KARLOS

PFM Financial Advisors LLC
1200 Smith Street, Suite 1600
Houston, TX 77002
(713) 353-4600
Category: Business
County: City of Houston
allenka@pfm.com
Term: January 1, 2020 thru December 31, 2022

ANDREWS, GERALD

Gallagher Victory Insurance
122 West Way, Suite 404
Lake Jackson, TX 77566
(979) 297-8604
Fax: (979) 297-7080
Category: Business
County: Brazoria
geraldandrews36@yahoo.com
Term: January 1, 2021 thru December 31, 2022

BEARD, PETER

Greater Houston Partnership
701 Avenida de las Americas, Suite 900
Houston, TX 77010
(713) 844-3602 – office
Fax: (713) 844-0200
Category: Business
County: City of Houston
pbeard@houston.org
Term: January 1, 2021 thru December 31, 2022

BEYDOUN, MUSTAPHA

Houston Advanced Research Center
8801 Gosling Road
The Woodlands, TX 77381
(713) 8443601
Category: Business
County: Harris
mbeydoun@harcresearch.org
Term: January 1, 2021 thru December 31, 2022

BILSKI, CAROLYN CERNY

Sealy Chamber of Commerce
721 7th Street
Sealy, TX 77474
(979) 256-7028
Category: Business
County: Austin County
carolyncernybilski@gmail.com
Term: January 1, 2021 thru December 31, 2022

BOUSE, SARA

Alvin Community College
3110 Mustang Road
Alvin, TX 77511
(281) 732-8389 – cell
Category: Education
County: Brazoria
sbouse@alvincollege.edu
Term: January 1, 2021 thru December 31, 2022

BOWLES, CARL

Bowles, Womack & Company, P.C.
24 Greenway Plaza, Suite 970
Houston, TX 77046
(713) 621-0050
Fax: (713) 621-0046
Category: Business
County: Waller
carl@bowleswomack.com
Term: January 1, 2021 thru December 31, 2022

CAVAZOS, MARY HELEN

M.H. Cavazos & Associates
1124 W. Clay Street
Houston, TX 77019
(713) 807-1115

Category: Business

County: Harris

mhcavazos@aol.com

Term: January 1, 2021 thru December 31, 2022

GAY, ANTHONY

AG Consultants
(713) 478-8504

Category: Business

County: Harris

anthonymg@gmail.com

Term: January 1, 2021 thru December 31, 2022

GONZALEZ, MELISSA

Lone Star College
20000 Kingwood Drive
Kingwood, TX 77339
(281) 312-1644

Category: Education

County: Harris

melissa.gonzalez@lonestar.edu

Term: January 1, 2021 thru December 31, 2022

GUIDO, CHERYL

Texas Workforce Solutions- Vocational
Rehabilitation Services
4424 North Freeway, Suite A
Houston, TX 77022
(713) 692-7755 ext. 2129

Fax: (713) 697-0485

Category: State Agency

cheryl.guido@twc.state.tx.us

Term: January 1, 2021 thru December 31, 2022

GUTHRIE, MARK

Winstead PC
600 Travis Street, Suite 5200
Houston, TX 77002
(713) 650-2730

Fax: (713) 650-2400

Category: Business

County: City of Houston

mguthrie@winstead.com

Term: January 1, 2021 thru December 31, 2022

HENDERSON, BOBBIE ALLEN

Texas Southern University
4203 Charleston Street
Houston, TX 77021-1415
(713) 313-7588/(713) 748-6508(h)
Fax: (713) 741-6196

Category: Education

County: City of Houston

bobbie.henderson@att.net

Term: January 1, 2022 thru December 31, 2023

HESKAMP, ALAN

Heskamp & Associates LLC
311 Hoskins Broadway
El Campo, TX 77437
(979) 758-4521

Category: Business

County: Wharton

aheskamp@sbcglobal.net

Term: January 1, 2022 thru December 31, 2023

HUNT, ALEX

Lamar CISD
3911 Avenue I
Rosenberg, TX 77471
(832) 454-6504

Category: Education

County: Fort Bend County

alex.hunt@lcisd.org

Term: January 1, 2021 thru December 31, 2022

JACKSON, GUY ROBERT

Chambers County Abstract Co. Inc.
P.O. Box 640
Anahuac, TX 77514
(409) 267-6262, ext. 35
Fax: (409) 267-6355
Category: Business
County: Chambers
grj@ccac.net
Term: January 1, 2021 thru December 31, 2022

KARR, DOUG

Pro Staff/Atterro
27 Canoe Birch Place
The Woodlands, TX 77382
832-967-7684
Category: Business
County: Montgomery
raiderkarr@aol.com
Term: January 1, 2022 thru December 31, 2023

LaBROSKI, JEFFREY

Plumbers Local Union No. 68
502 Link Road
P.O. Box 8746
Houston, TX 77249
(713) 869-3592
Fax: (713) 869-3671
Category: Labor
County: City of Houston
ski@plu68.com
Term: January 1, 2021 thru December 31, 2022

LARMOND, SHAREEN

West Gulf Maritime Association
1717 Turning Basin Drive, Suite 200
Houston, TX 77029
Category: Business
County: Harris
shareen@wgma.org
Term: January 1, 2021 thru December 31, 2022

LOVE, MICHAEL

Houston Independent School District
4400 West 18th Street
Houston, TX 77092
(713) 556-6715
Category: Education
County: Harris
mlove@houstonisd.org
Term: January 1, 2021 thru December 31, 2022

LOWE, JONATHAN

International Alliance of Theatrical
Stage Employees
3030 North Freeway
Houston, TX 77009
(713) 697-3999
Category: Labor
County: City of Houston
jlowe@iatse51.org
Term: January 1, 2021 thru December 31, 2022

MAHAGAOKAR, RAJEN

Grid United
Chief Financial Officer
(281) 300-3926
Category: Business
County: Harris
rajenmahagaokar@gmail.com
Term: January 1, 2021 thru December 31, 2022

McCLESKEY, KENDRICK

PricewaterhouseCoopers-
1903 Crockett St.
Houston, TX 77007
(281) 788-6046
Category: Business
County: City of Houston
klmccleskey@gmail.com
Term: January 1, 2021 thru December 31, 2022

MELTON, EDWARD

Texas Library Association
5749 South Loop East
Houston, TX 77033
(713) 274-6600

Category: Literacy

County: Harris County

edward.melton@hcpl.net

Term: January 1, 2022 thru December 31, 2023

NELLONS-PAIGE, STEPHANIE

Nellons Paige Group, Inc.
14022 Hampton Cove Drive
Houston, TX 77077
(443) 610-3487

Category: Business

County: Houston

nellonspaige@gmail.com

Term: January 1, 2021 thru December 31, 2022

OSER, MARGARET

United Way of Greater Houston
50 Waugh Drive
Houston, TX 77007
(713) 685-2788

Category: CBO

County: City of Houston

moser@unitedwayhouston.org

Term: January 1, 2022 thru December 31, 2023

OZUNA, ADRIAN

Prosperity Bank
80 Sugar Creek Center Blvd
Sugar Land, TX 77478
(832) 259-7692

Category: Business

County: Harris

adrian.ozuna@prosperitybankusa.com

Term: January 1, 2021 thru December 31, 2022

PUENTE, PAUL J.

Houston Gulf Coast Building and
Construction

Trades Council
1301 West 13th St, Suite D
Deer Park, TX 77536
(713) 926-4433

Fax: (713) 926-4918

Category: Labor

County: City of Houston

paul@hgcbctc.org

Term: January 1, 2021 thru December 31, 2022

REED, JAMARIO

Dollar Tree Family Dollar
2307 Louisia Street 1213
Houston, TX 77006
(404) 931-1924

Category: Business

County: City of Houston

jamarioreed@gmail.com

Term: January 1, 2021 thru December 31, 2022

RILEY, MONICA

The Community Gatekeepers
P.O. Box 2082
Missouri City, TX 77459
(281) 235-3933

Category: CBO

County: Fort Bend County

monicariley7@gmail.com

Term: January 1, 2021 thru December 31, 2022

SARKAR, MOU

Pearland Economic Development
Corporation
3519 Liberty Drive, Suite 350
Pearland, TX 77581
(281) 997-3007

Category: Economic Development

County: Brazoria

msarkar@pearlandedc.com

Term: January 1, 2022 thru December 31, 2023

SCHEINER, DANIELLE

Conroe Economic Development Council
300 W Davis Street
Conroe, TX 77301
(936) 522-3529

Category: Economic Development

County: Montgomery

scheiner@conroeedc.org

Term: January 1, 2021 thru December 31, 2022

SCHMIDT, KERI

Fort Bend Chamber of Commerce
445 Commerce Green Boulevard
Sugar Land, TX 77478
(281) 491-0216

Fax: (281) 491-0112

Category: Business

County: Fort Bend

keri@fortbendcc.org

Term: January 1, 2022 thru December 31, 2023

SEGOVIA, VALERIE GARCIA

Director, Outreach & Education, TEES
Nuclear Engineering & Science Center
1095 Nuclear Science Road
College Station, TX 77843
979-240-5005

Category: Education

County: Matagorda

vsegovia@tamu.edu

valeriegsegovia@gmail.com

Term: January 1, 2022 thru December 31, 2023

SHAW, RICHARD

Harris County Labor Assembly,
AFL-CIO Council
1707 Prism Lane
Houston, TX 77043-3344
(713) 240-2472

Category: Labor

County: City of Houston

shawtrek@aol.com

Term: January 1, 2021 thru December 31, 2022

SHI, ISAAC

Golden Section Technology
808 Travis St, Suite 1406
Houston, TX 77002
(713) 806-3020

Category: Business

County: City of Houston

isaac@gstdev.com

Term: January 1, 2021 thru December 31, 2022

STALEY, GIL

The Woodlands Area Economic
Development Partnership
2107 Research Forest Drive, Suite 150
The Woodlands, TX 77380
(281) 363-8130

Fax: (281) 298-6874

Category: Business

County: Montgomery

gil.staley@edpartnership.net

Term: January 1, 2022 thru December 31, 2023

TAYLOR, KATHERINE

Genesys Works - Houston
3100 Main Street, Suite 702
Houston, TX 77002
(713) 341-5777

Category: Public Assistance

County: City of Houston

ktaylor@genesysworks.org

Term: January 1, 2021 thru December 31, 2022

VAZQUEZ, LIZANDRA

Texas Workforce Commission
3555 Timmons Lane, Suite 120
Houston, TX 77027
(713) 688-6890

Category: State Agency

lizandra.vazquez@wrksolutions.com

Term: January 1, 2021 thru December 31, 2022

WATSON, CAROLYN

William Stamps Farish Fund
1100 Louisiana, Suite 2200
Houston, TX 77002
(713) 757.7313
Category: Business
County: City of Houston
carolyn17968@gmail.com
Term: January 1, 2021 thru December 31, 2022

WEBSTER, MICHAEL

Houston Community College
3100 Main Street
Houston, TX 77002
(713) 718-8030
Fax: (713) 718-5018
Category: Education
County: City of Houston
michael.webster@hccs.edu
Term: January 1, 2021 thru December 31, 2022

WORKFORCE BOARD KEY STAFF:

Juliet Stipeche, Director
Brenda Williams, Senior Manager
Michelle Castrow, Program Manager
Susan Dixon, Employer Service Manager
Jenny Johnson, Quality Assurance Manager
Deborah Duke, Administrative Coordinator
Trudy Ray, Grants Management

Houston-Galveston Area Council
3555 Timmons Lane, Suite 120
P.O. Box 22777
Houston, TX 77227-2777
(713) 627-3200
Fax: (713) 993-4578
<http://www.wrksolutions.com>

GULF COAST WORKFORCE DEVELOPMENT BOARD COMMITTEES

Audit/Monitoring

- Guy Robert Jackson – Chair
- Carl Bowles – Vice Chair
- Karlos Allen
- Sara Bouse
- Helen Cavazos
- Cheryl Guido
- Doug Karr
- Kendrick McCleskey
- Stephanie Nellons-Paige

Budget

- Willie Alexander – Chair
- Gerald Andrews – Vice Chair
- Karlos Allen
- Mark Guthrie
- Bobbie Henderson
- Guy Robert Jackson
- Doug Karr
- Mike Stewart

By-Laws

Appointed by Board Chair as needed

Communications

- Doug Karr – Chair
- – Vice Chair
- Willie Alexander
- Karlos Allen
- Gerald Andrews
- Anthony Gay
- Mark Guthrie
- Bobbie Henderson
- Guy Robert Jackson
- Jonathan Lowe
- Rajen Mahagaokar
- Stephanie Nellons-Paige
- Keri Schmidt
- Richard Shaw
- Mike Webster

Education

- Bobbie Henderson – Chair
- Doug Karr – Vice Chair
- Willie Alexander
- Karlos Allen
- Gerald Andrews
- Sara Bouse
- Helen Cavazos
- Cheryl Guido
- Mark Guthrie
- Alan Heskamp
- Alex Hunt
- Jeff LaBroski
- Michael Love
- Edward Melton
- Stephanie Nellons-Paige
- Margaret Oser
- Paul Puente
- Valerie Segovia
- Richard Shaw
- Carolyn Watson

Employer Service

- Gerald Andrews – Chair
- Jeff LaBroski – Vice Chair
- Willie Anderson
- Sara Bouse
- Helen Cavazos
- Cheryl Guido
- Alan Heskamp
- Mark Guthrie
- Bobbie Henderson
- Guy Robert Jackson
- Shareen Larmond
- Danielle Scheiner
- Keri Schmidt
- Richard Shaw
- Gil Staley

Government Relations

- Guy Robert Jackson – Chair
- – Vice Chair
- Willie Alexander
- Gerald Andrews
- Mark Guthrie
- Bobbie Henderson
- Richard Shaw

Nominating

- Guy Robert Jackson – Chair
- Jeff LaBroski – Vice Chair
- Alan Heskamp

Procurement

- Bobbie Henderson – Chair
- Doug Karr – Vice Chair
- Willie Alexander
- Karlos Allen
- Sara Bouse
- Helen Cavazos
- Cheryl Guido
- Mark Guthrie
- Alan Heskamp
- Jeff LaBroski
- Stephanie Nellons-Paige
- Adrian Ozuna
- Richard Shaw
- Gil Staley

Report Card

Appointed by Board Chair as needed

Strategic Planning

- Carl Bowles – Chair
- – Vice Chair
- Willie Alexander
- Gerald Andrews
- Peter Beard
- Anthony Gay
- Mark Guthrie
- Bobbie Henderson
- Alex Hunt
- Doug Karr
- Michael Love
- Kendrick McCleskey
- Stephanie Nellons-Paige
- Adrian Ozuna
- Paul Puente
- Richard Shaw
- Isaac Shi
- Carolyn Watson

Paving the Pathway to Success

Recognition

Background

Paving the Pathway to Success helps students with disabilities who are transitioning from high school or post-secondary education into work. Pathway to Success activities bridge the gap between school and work through professional workshops, mentoring, and work experience – helping students with disabilities obtain skills necessary to compete in today’s workforce. This program provides the intensive long-term support needed for students to gain confidence, broaden their view of the business world, and gain real world experience with a local employer.

Current Situation

Paving the Pathway to Success served 36 young people this year in a seven-month project that included three phases:

- In March through May 2022, participants learned employability, critical thinking, and interpersonal skills through a series of workshops.
- At the beginning of May, participants worked with a business mentor for up to six weeks on projects to develop products, services, marketing, or other ways to enhance the partner’s business.
 - At the end of the mentorship there was a 2-day symposium, each team presented their final projects to an esteemed panel of judges. One team, Whataburger, was chosen as the winner.
- Following the business projects, Pathway participants worked in paid summer jobs for up to 5 weeks, 20 hours per week.

We want to offer our sincere gratitude and thanks to the participating businesses who made this year’s Pathway to Success possible for our local students:

- DLZP Group,
- HG Consulting,
- Houston Space Center,
- Houston Museum of Natural Science,
- My Kids Dentist, and
- Whataburger.

Communications Committee

Background

The Communications Committee met on Thursday, September 15, 2022. Committee Chair Doug Karr and members Willie Alexander, Mark Guthrie, Bobbie Henderson, Guy Robert Jackson, Jonathan Lowe, Richard Shaw and Michael Webster attended.

Updates

Public outreach service providers offered reports regarding their progress on key tasks for the contract year, including long-term employer engagement, materials development, and Workforce TV.

“Your Career Your Choice” premiered in early August, and the viewership continues to grow. The show has generated approximately \$60,000 worth of media value to date. Production has wrapped, and original episodes will air weekly through October 2022, and then will be repurposed for various Workforce Solutions media channels. The committee also recommended that we share these videos with local K-12 school systems and post-secondary partners.

Outreach Strategists offered an update regarding their work with Economic Development Corporations in the region. Gatherings with Tomball and Wharton EDCs held recently brought the total number of events to six over the contract year. Videos highlighting discussions with employers, educators, and community leaders have also been created.

Savage Brands presented committee members with highlights of materials recently developed, including a newsletter for employers, and assets for social media and email communications that reflect the brand identities for Workforce Solutions’ agency, employer and individual audiences. An internal site to house this information is being created to ensure that persons within the system have secure access to materials they will need to do their work.

The committee discussed November 7, 8, and 9 as tentative dates for its next meeting. Committee members were encouraged to hold the dates on their calendars, and Board members are invited to attend.

Audit and Monitoring Committee Update for September 2022

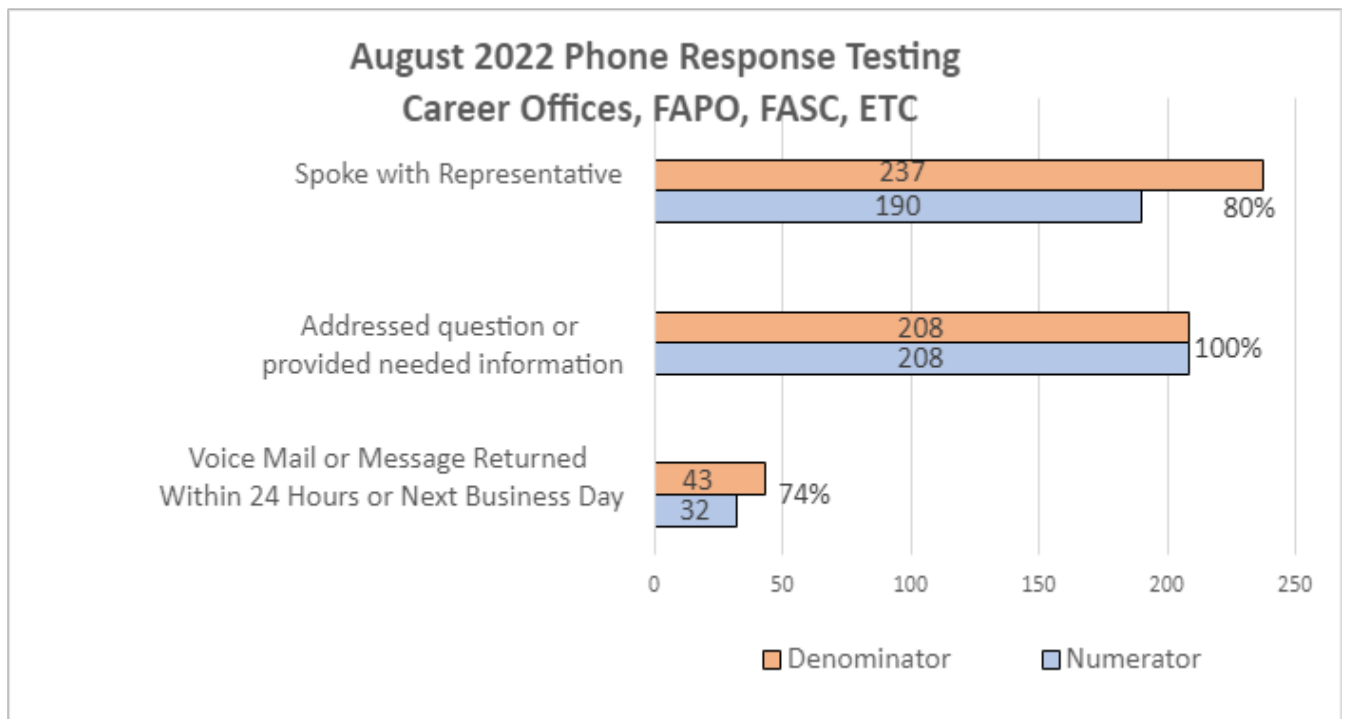
The Audit and Monitoring Committee met on July 19, 2022, at 1:00 PM Members - Guy Robert Jackson (Chair), Carl Bowles (Vice Chair), Willie Alexander, Sara Bouse, Helen Cavazos, Cheryl Guido, Mark Guthrie, Bobbie Henderson, Alan Heskamp, and Doug Karr attended.

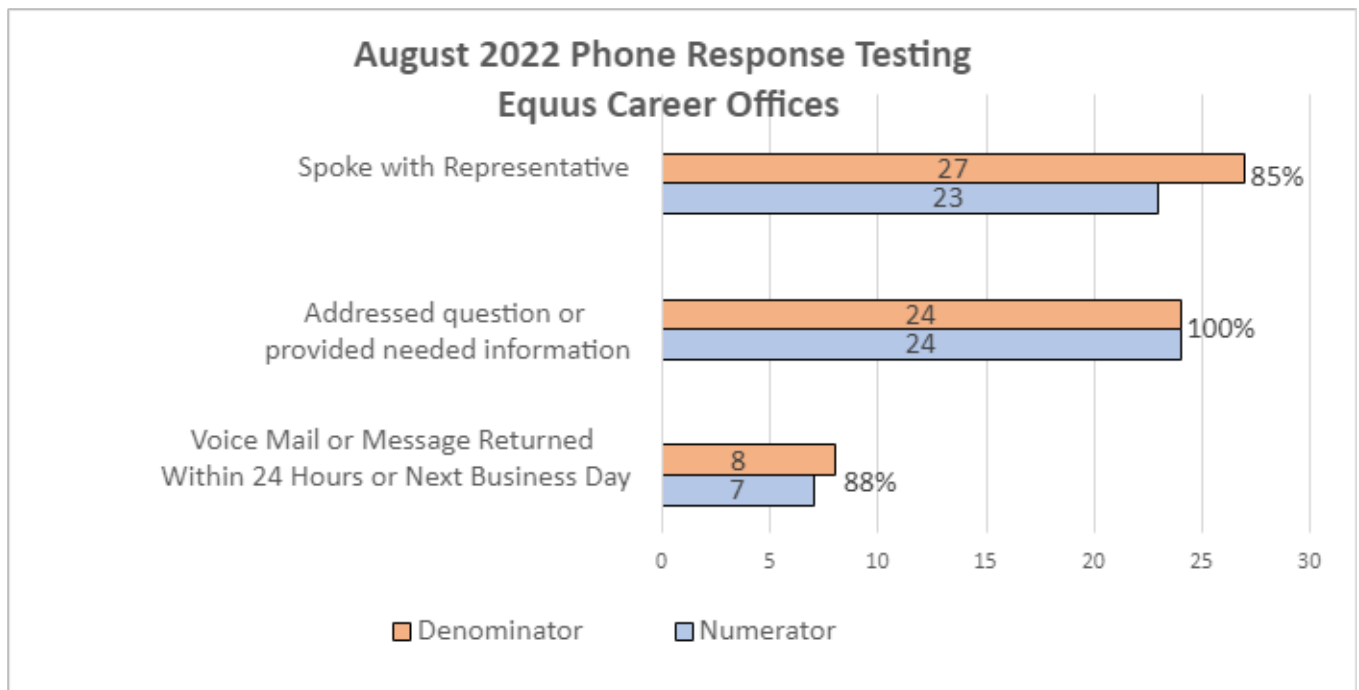
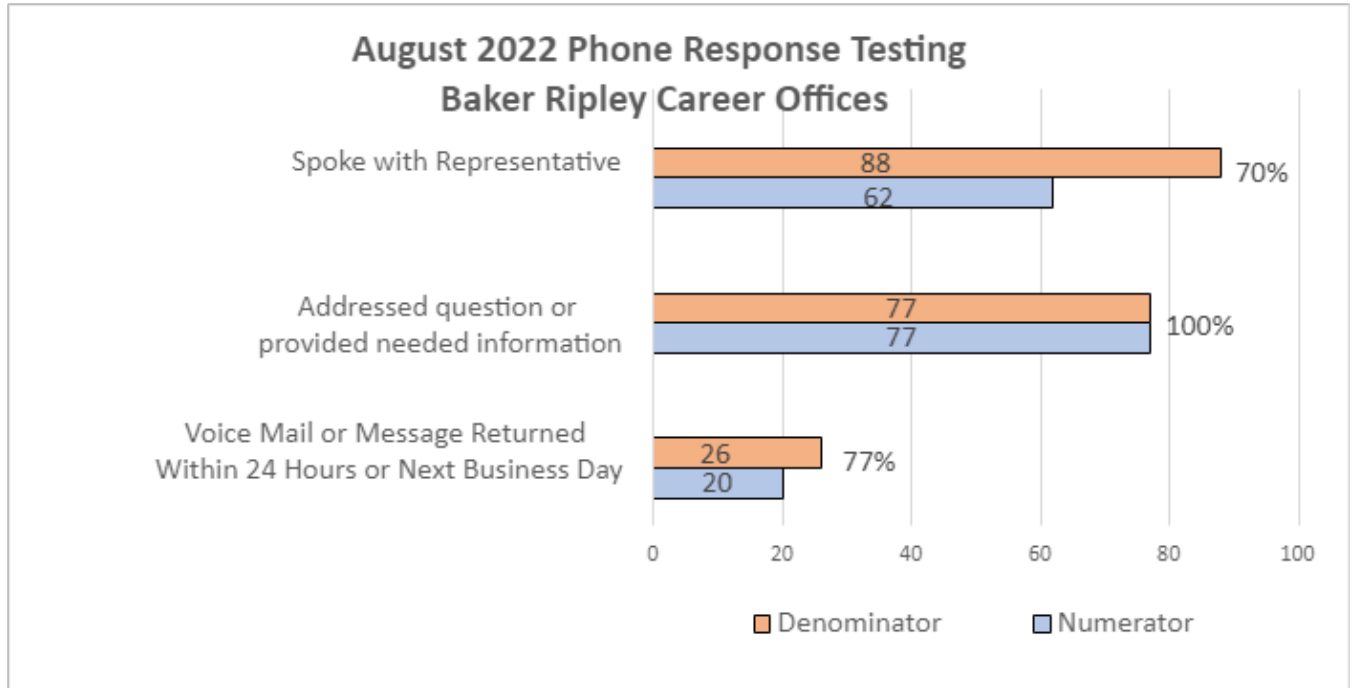
System Review

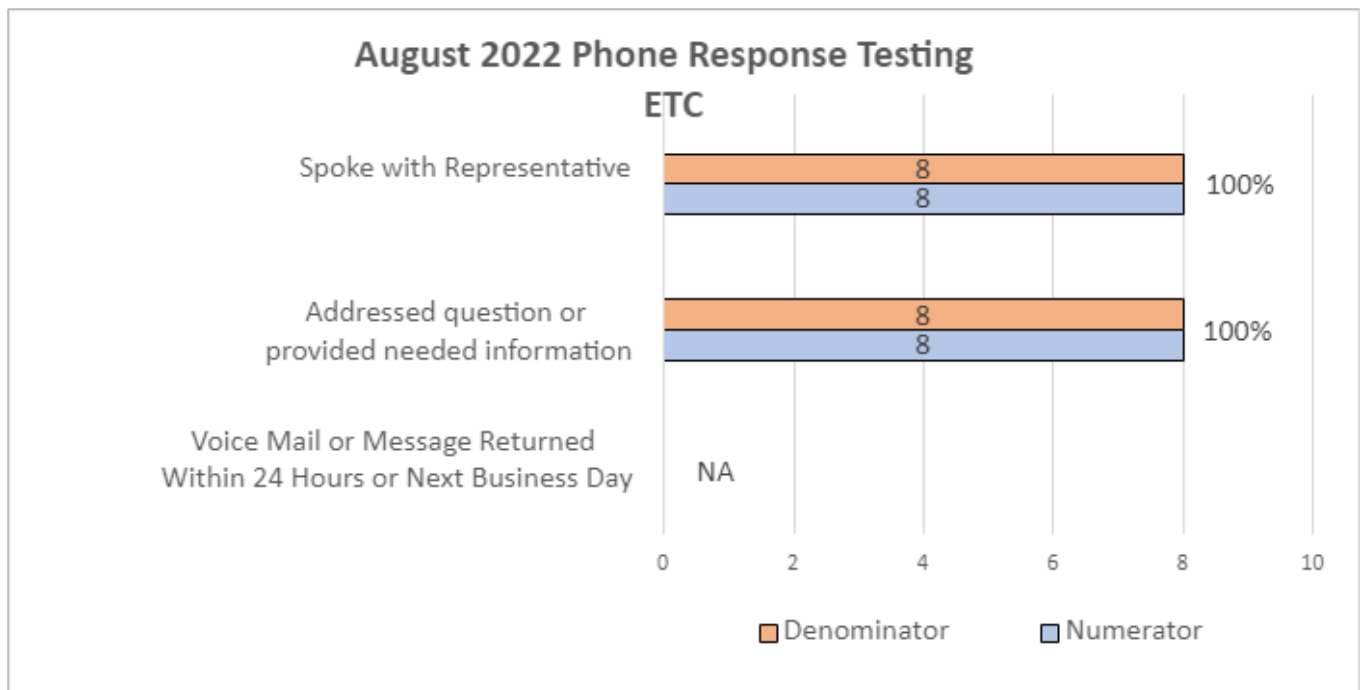
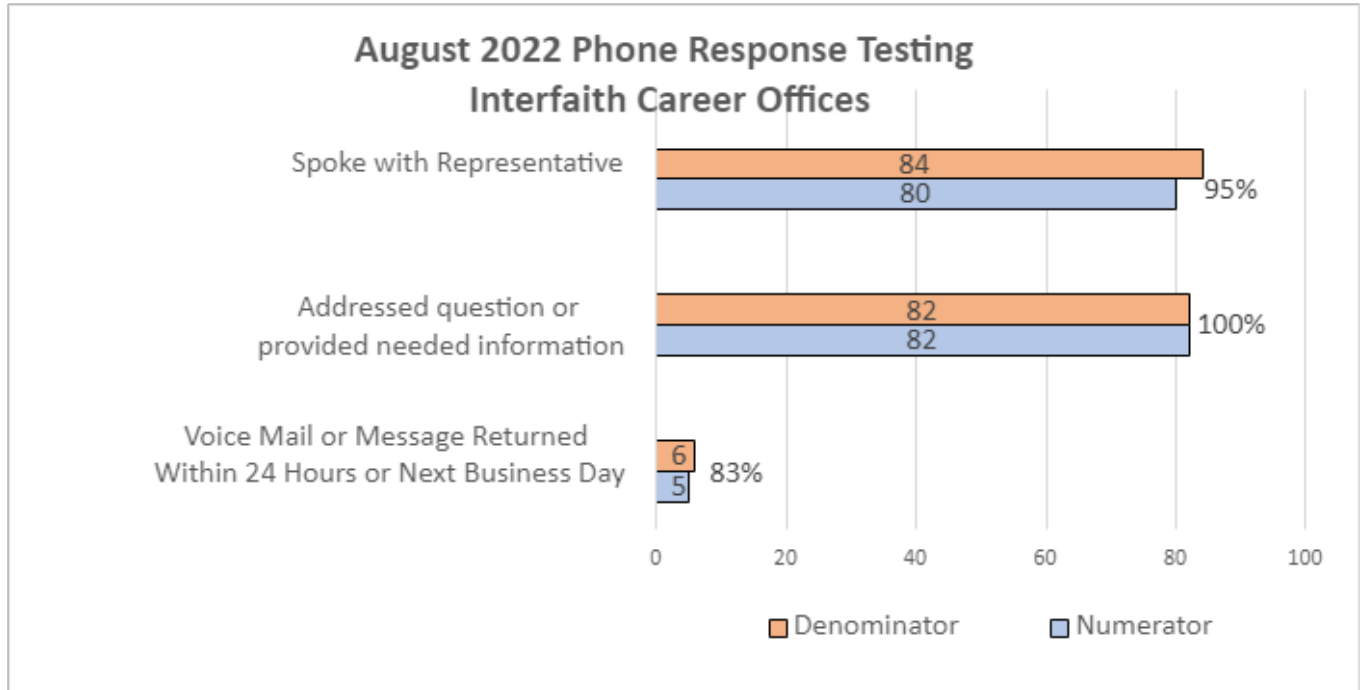
This report includes a system-level review of performance/production and expenditures and a contractor-level review of performance/production and expenditures.

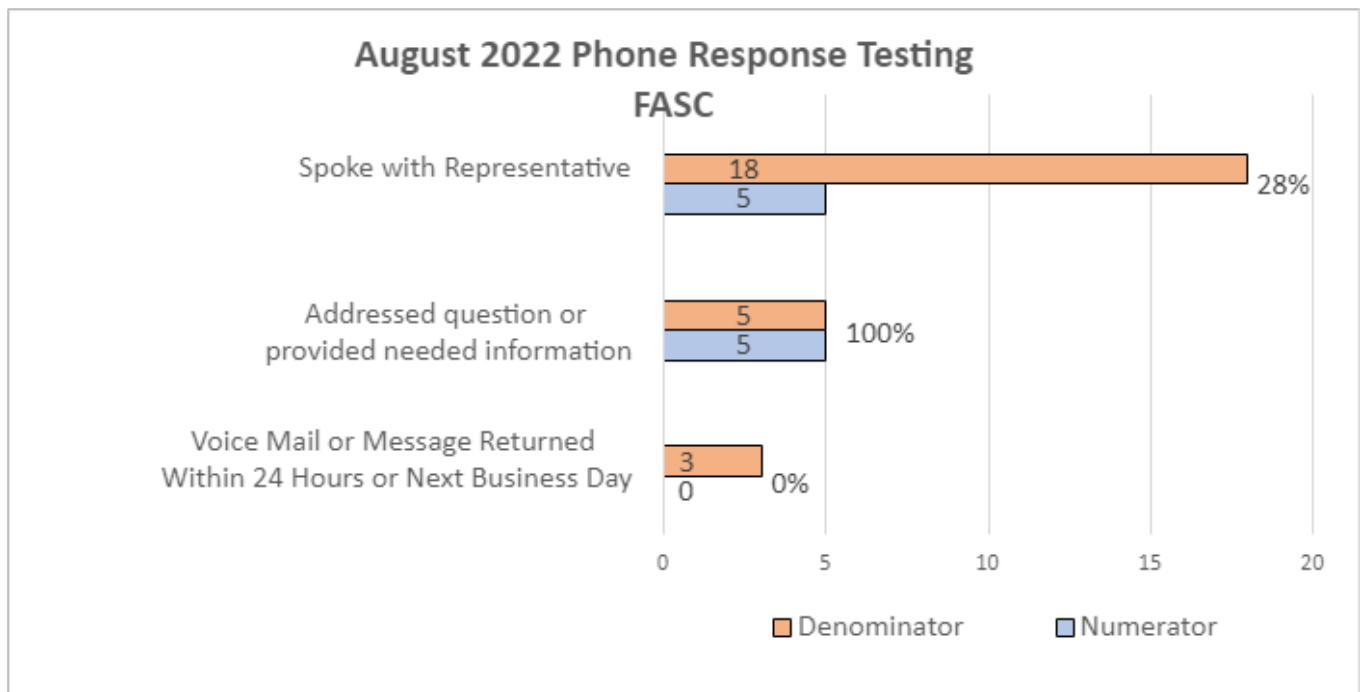
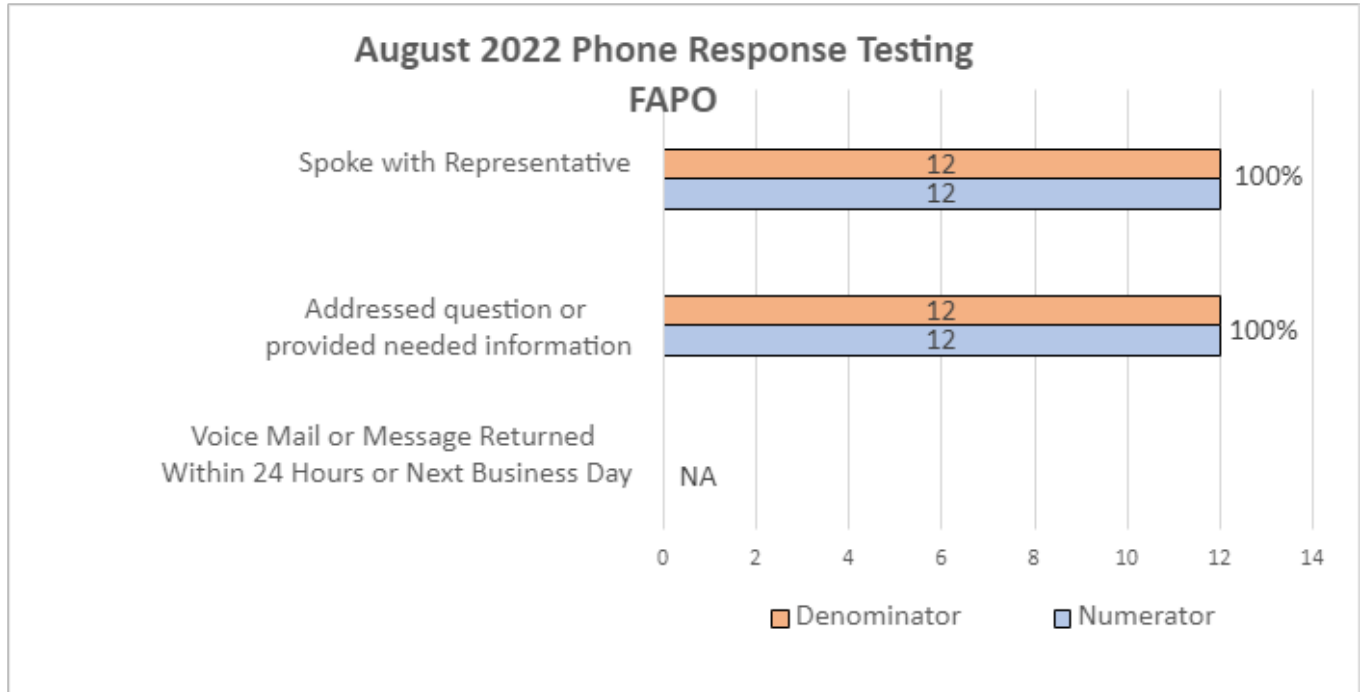
Responsiveness and Customer Satisfaction

Voice mail responses within 24 hours were 74% in August, decreasing from 76% in June and 86% in May.









Technical Compliance

We concluded the monitoring reviews for Employment and Training Centers, Alliance for Community Assistance Ministries, American YouthWorks, and Career Teams. Each service provider will have ten days to respond to preliminary findings before issuing a final report. Summer Earn and Learn worksite visits were completed, and we are finalizing a report for the Texas Workforce Commission.

We are reviewing Interfaith and BakerRipley Career Offices and testing compliance in the Financial Aid Support Center and Financial Aid Payment Office.

Financial Systems and Issues

The FY2021 financial monitoring completed for Brazosport College and Chinese Community Center resulted in no critical issues.

Collaborative for Children’s monitoring identified \$50,000 in expenditures recorded in the wrong period requiring an adjustment from 2021 to 2022. Over the past year, financial monitoring has identified multiple disallowed costs related to inadequate processes, a lack of enforcement of existing processes, and large expenditures that did not comply with procurement policies.

	Disallowed Cost	Payment Received
Financial Monitoring for FY 20	\$9,571.60	Yes
Follow-up monitoring for FY 20	\$144,372.00	Yes
Follow-up monitoring for FY 21-22	\$162,638.88	Yes
Rice-Baker Procurement FY 22	\$20,000.00	Yes

The FY 2022 financial monitoring completed for Alliance for Multicultural Community Services and Lone Star College resulted in disallowed costs of \$4,268.32 and \$1,688.00, respectively. Both organizations have reimbursed H-GAC in full.

Corrective Action Plans

Employment and Training Centers was placed on a corrective action plan (CAP), effective July 1, 2022, to improve three processes related to talent development. Problems in allocating funds appropriately for expenses through the payment office resulted in payments not being made in a timely fashion and resulted in inaccurate information regarding available funding. The problems affected accounts in both FY 21 and FY 22.

Summary of Plan Targets:

- Ensure the enrollment process for talent development candidates is followed, and training funds are appropriately allocated,
- Ensure participating employers are reimbursed promptly, and
- Ensure employers understand the terms of training agreements.

Reports for the prior month are submitted on the first of each month. For the July report, the standard of 95% accuracy in completing steps promptly for the first item was not met. Operations staff are currently reviewing the August report.

The CAP will end with the current contract year. We can request that the reporting on these processes continue in the transition contract.

Reporting Contractor Progress

Options to share monitoring results with the Audit and Monitoring Committee.

Proposed Contractor Report Card			
	WEIGHT	AVERAGE	RATING
CUSTOMER EXPERIENCE	50%		0.00
Performance and Production			
Customer Satisfaction & Complaints			
Customer Response & Service			
Observations			
COMPLIANCE	40%		0.00
Policies and Procedures			
Financial Monitoring			
Data Security & Data Validation			
ACCOUNTABILITY	10%		0.00
Accessibility			
Staff Training			
TOTAL	100%		0.00
FINANCIAL MONITORING			
Critical Issues (Yes/No)			
Summary Critical Issues			

Proposed Rating Scale

Proposed Rating Scale A		Proposed Rating Scale 2	
5	Excelling	10	Excellent
4	Exceeds	5	Above Standard
3	Meets	0	Standard
2	Improvement Needed	-5	Below Standard
1	Unacceptable	-10	Poor

Next Meeting

We propose to schedule the next committee meeting for 1:00 PM on Thursday, November 17, 2022.

Procurement Committee

2023 Contracts

Background

The Board's Procurement Committee met on September 22, 2022 and considered the procurements of Early Education Quality and Employer Services for the Workforce Solutions system.

Early Education Quality involves several important deliverables, including helping child care providers and families understand the importance of early education, finding quality child care, and enhancing early childhood development at home. The service provider also assesses and mentors child care providers to achieve recognition for quality services through the Texas Rising Star program. This year, we started a new procurement cycle and issued an RFP which was evaluated by staff. Based on the foregoing, staff recommended a new provider to the Board, The University of Texas Health Science Center at Houston.

The second agenda item involved Employers Services which serves our primary customers, employers. Currently, two providers deliver services, one for outreach, marketing, and consulting, and the other for talent development, which serves to train and upskill potential and current workers. This summer, staff issued and evaluated two RFPs and made recommendations.

The Procurement Committee rejected staff recommendations, and the Board subsequently approved a motion for staff to negotiate contracts for up to six months with existing service providers. This allowed the Procurement Committee time to gather additional information, including interviews of all proposers on September 19, 2022. On September 22, 2022, the Procurement Committee reviewed and discussed performance and audit information and the results of the interviews.

Based on this discussion, this Committee voted to recommend that one organization provide both Marketing and Consulting and Talent Development services. The Committee further voted to recommend that staff negotiate a contract with Adaptive Construction Solutions to provide all services.

Education Committee

Background

The Education Committee met on Wednesday September 7, 2022 at 2:00 p.m. Attendees included the committee chair Dr. Bobbie Henderson, committee vice chair Doug Karr, Sara Bouse, Helen Cavazos, Mark Guthrie, Alex Hunt, Jeff LaBroski, Michael Love, Edward Melton, Margaret Oser, Valerie Segovia and Richard Shaw.

The Committee received updates on the status of the childcare financial aid waiting list status, transitioning for support centers, early education quality, and the youth summer employment program.

Updates

- As of August 22, 2022, there were approximately 19,024 families and 32,359 children on the child care financial aid waiting list, with an average of 800 new families added each week. 3000 families have been pulled from priority groups each month, with only 30% of the families being eligible for assistance. The region continues to meet performance established by the Texas Workforce Commission but not those established by the Gulf Coast Workforce Board. There is also a possibility that funding will be returned to the state given our enrollment figures at present.
- On August 2, 2022, the Board awarded a contract for operations of the Financial Aid Support Center to Equus, and Interfaith of the Woodlands received a contract extension to support the transition. Equus is facilitating the transition by interviewing staff and temporary staff, discussing lease options, exploring new call center technology, and new software. Board staff continues to meet with leadership from Interfaith and Equus to discuss the next steps of transition. Staff will update the Committee as decisions are made, and the transition formally begins in October.
- Workforce Solutions has offered hundreds of meaningful job opportunities to youth to introduce them to workforce experience. This year we asked contractors to assist us in outreach by contacting schools and universities. We served 11,066 young adults, and at least 186 young individuals have been able to find jobs within our region using WorkInTexas since May 1, 2022. As additional wage information becomes available, we can provide an update on the services provided and those entering employment.

- This summer, 100 employees participated as worksites for our Summer Earn and Learn (SEAL) program. Over 650 young adults completed the work readiness training, and 517 were placed at a worksite for a five-week work experience.

Several items were recommended for action and are included in other parts of the agenda.

Changes to Board Waiting List

Building an Educated Workforce

Background

At its meeting on September 7, 2022, the Education Committee recommended a change to our child care waiting list policy that will add as a priority those who are receiving financial aid for child care based on their participation in time-limited special project funding for care. The intent is to reduce the possibility that these customers will lose needed assistance when that funding ends.

Since the Committee met, action by the Texas Workforce Commission has necessitated a second change to the waiting list policy. At its September 13, 2022 meeting, it passed a number of changes to the child care rules, including one effective October 3, 2022, exempting those participating in recognized pre-K or Head Start/Early Head Start partnerships from waiting lists.

Current Situation

The needed changes to our waiting list policy are shown underlined and in red below in the appropriate sections of the list.

For those in recognized partnerships:

1. There is a group of applicants who are never placed on a waiting list. When families from this group apply, as we certify their eligibility, we fund their financial aid for childcare. This group includes:
 - Parents receiving Temporary Assistance for Needy Families cash payments who are required to work with us to go to work;
 - Parents applying for Temporary Assistance for Needy Families cash payments;
 - Parents receiving Supplemental Nutrition Assistance (food stamps) who are working with us to go to work; and
 - Parents whose TANF cash payments were denied or voluntarily ended within the last 12 months

Addition:

- Parents with children who are directly referred from a recognized pre-K or Head Start/Early Head Start partnership to a child care provider to receive services in a contracted partnership program, subject to the

availability of funding and the availability of slots at the partnership site.

For those enrolled in special projects:

3. Applicant families then pulled from the waiting list after the 2nd group include, in order:
 - Parents/Families who have siblings in families already receiving our financial aid for one or more children
 - Parents/Families who are students at, or employees of, a match partner
 - Parents/Families participating in career, employment or education activities that require financial aid to successfully complete their service.

Addition

- Parents with children who have received child care financial aid based on eligibility for time-limited special projects (e.g., Service Industry Recovery or essential worker projects).
- Families who have lost financial aid for program violations including a child exceeding 40 unexplained absence days or failure to pay Parent Share of Cost, who have fulfilled their mandatory waiting period and have reapplied for aid.
- All other eligible parents/families.

Action Requested

We recommend that the Board approve changing its waiting list policy to include:

- Parents of children referred to contracted slots in pre-K, Early Head Start, and Head Start partnerships in the first priority group of customers; and
- Parents who have received financial assistance as part of a special project in the third priority group.

Work-based Learning Wage Increase

Building an Educated Workforce

Background

Work-based learning is a service offered to young people and customers who can benefit from acquiring workforce experience and skills to prepare for better workforce opportunities. To offer this service, we partner customers with participating employers and pay a current wage of \$10 an hour.

Through conversations with the younger audience and contractors, we found that the hourly rate of \$10 is not competitive enough for a high engagement rate among customers. We conducted a pilot earlier this year by raising the wage to \$13 confirming this conclusion.

To determine the most appropriate wage going forward, we researched and analyzed labor market wage data and determined that a ceiling of \$15 per hour would be a more appropriate wage and that there are sufficient funds to make the change. It is our practice to not pay more than what other similar workers are earning at a worksite, so \$15 per hour will be a ceiling wage, and not necessarily the wage that all participants earn.

Current Situation

At its meeting on September 7, 2022, the Education Committee recommended a change to our work-based learning wage from a maximum of \$10 per hour to a maximum of \$15 an hour.

Action Requested

We recommend that the Board raise the ceiling for wages paid for work-based learning participants be raised to \$15 per hour effective immediately.

Procurement Committee

2023 Contracts

Early Childhood Education Quality

Background

The Board provides a variety of services to improve quality in early childhood education. These services include child care referrals to for families, professional training, and other supports for child care workers and businesses, and assessing and mentoring child care business seeking to achieve quality recognition through the Texas Rising Star (TRS) program.

Currently, Collaborative for Children manages our early education quality efforts. Earlier this year, the Board approved a three-month extension of the contract with Collaborative for Children while a new procurement took place.

This summer, we issued a request for proposals (RFP) for early education quality services. Two proposers submitted timely and complete proposals:

- University of Texas Health Science Center - Houston, and
- Collaborative for Children (CFC).

Based on the evaluation by staff, University of Texas Health Science Center – Houston received the high score, and the Procurement Committee voted to recommend that the full Board authorize staff to negotiate a contract with University of Texas Health Science Center - Houston for early education quality services.

Action Requested

Recommend that the Board authorize staff to negotiate a contract for early education quality services with the University of Texas Health Science Center - Houston in an amount up to \$11,000,000.

Procurement Committee

2023 Employer Service

Background

Currently, two service providers manage the Employer Service Division. Adaptive Construction Solutions (ACS) provides marketing and consulting while Employment & Training Centers (ETC) provides talent development for employers. These two partners work together to introduce new employers to the workforce system while building customized solutions that fit the needs of our employers.

The Board directed staff to procure these services for the fiscal year starting October 1, 2022. Two requests for proposals (RFP) were issued in May 2022 based on the current division of services between marketing and consulting and talent development. The tables below show rankings based on staff evaluation of the proposals.

Marketing and Consulting		
Ranking	Company Name	Total Score
1	Educational Data Systems, Inc.	1185
2	Employment & Training Centers	1175
3	Adaptive Construction Solutions	1155

Talent Development		
Ranking	Company Name	Total Score
1	Employment & Training Centers, Inc.	1210
2	Adaptive Construction Solutions	1205
3	The Kaiser Group DBA Dynamic Workforce Solutions	1140

Based on these rankings, staff recommended contracting with the top two ranked proposers for each RFP.

At the last Board meeting, the Board approved a recommendation from the Procurement Committee to not accept the staff recommendations because information concerning a corrective action plan for ETC, which became effective in July 2022, was not considered in the staff evaluations. The Board directed staff to negotiate contracts for up to six months with existing service providers. This extension allowed time for the Procurement Committee to gather and consider additional information and develop an alternative recommendation. The Committee met on September 22, 2022 to discuss the procurement, performance and audit information, and the results of interviews committee members had conducted with proposers.

Based on this discussion, the Procurement Committee voted to recommend that one entity provide both Marketing and Consulting and Talent Development services. The Committee further voted to recommend, based on all the information available and the Committee's ranking of proposers, that staff negotiate a contract with Adaptive Construction Solutions. The Board staff is awaiting additional information from this service provider.

Action Requested

Possible consideration to negotiate a contract with a single provider for all employer services not to exceed \$11,000,000.

Construction Career Collaborative

Construction Industry Support

Background

Construction Career Collaborative (C3) is currently the Workforce Board's contractor working with Workforce Solutions to improve the industry's human resource function, safety, and awareness in the profession. With more than 206,000 jobs in residential, commercial, industrial, and heavy/civil construction, the construction industry continues to be a driving factor for our region. For over 20 years, the industry has experienced a shortage of skilled craft professionals in small to medium-sized businesses because of advanced technology being introduced to the trade and skilled workers retiring and, in some cases, not being replaced.

Current Situation

In its first year with Workforce Solutions, C3 helped upskill 85 businesses by providing them with talent development best practices, provided 39 businesses with OSHA training, and seven businesses with National Center for Construction Education and Research or NCCER training. C3 also spent over 1,100 consulting hours with businesses educating them on industry trends and hiring practices, and hosting numerous construction industry events at schools with 1,200 students participating across the Gulf Coast region.

Renewal

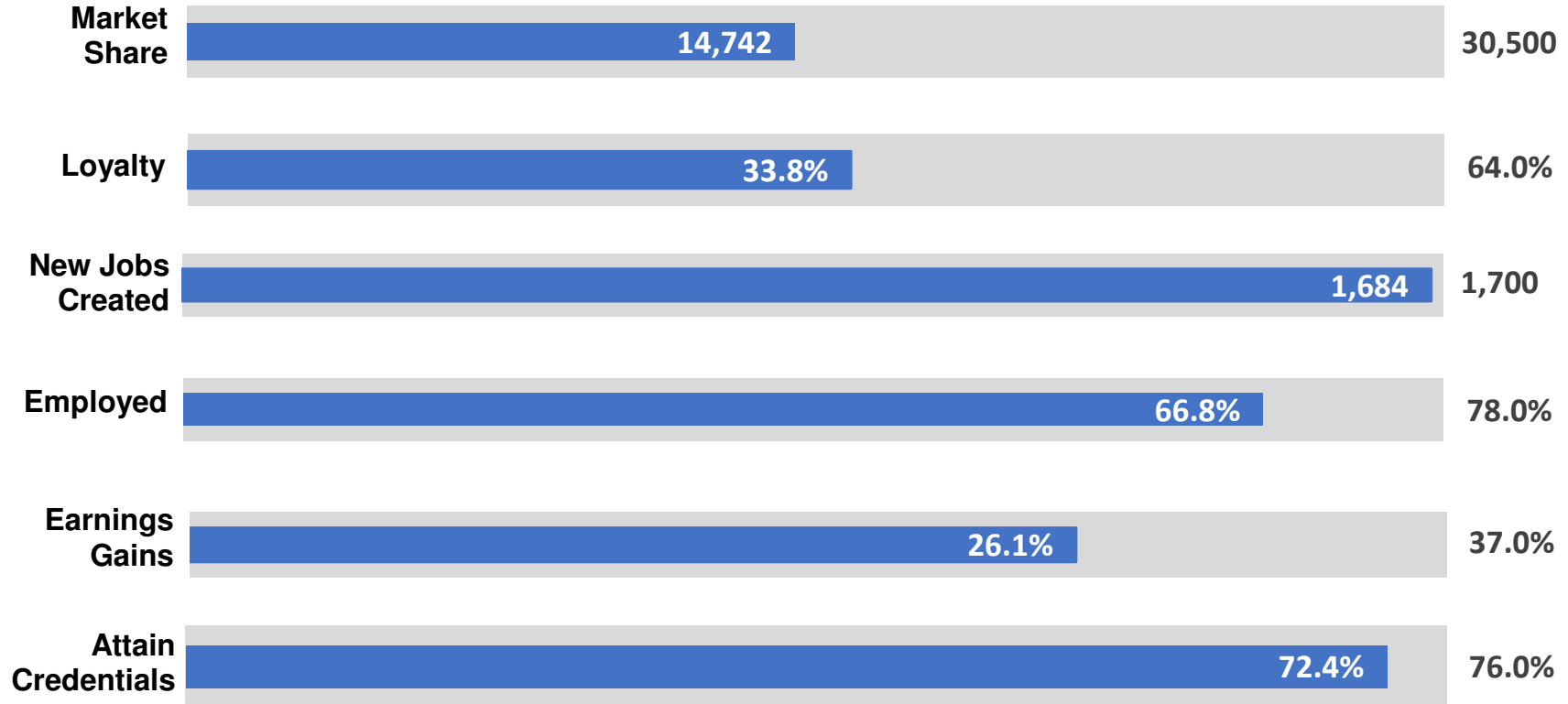
In its second year, C3 will introduce new businesses to Workforce Solutions, teaching them to use resources such as WorkInTexas job postings, labor market data, wage reports for occupations and industries, and employability skills. Additionally, C3 proposes to continue working with small to medium size businesses to improve safety awareness about the construction industry, which will help to prevent unwanted accidents, and help grow the businesses by providing human resources expertise and best practices.

Action

Recommend Board authorize staff to execute a renewal contract with Construction Career Collaborative not to exceed \$364,000 in the second year, with an option to renew the contract for one additional year pending fund availability.

Performance Measures

October 2021 to July 2022



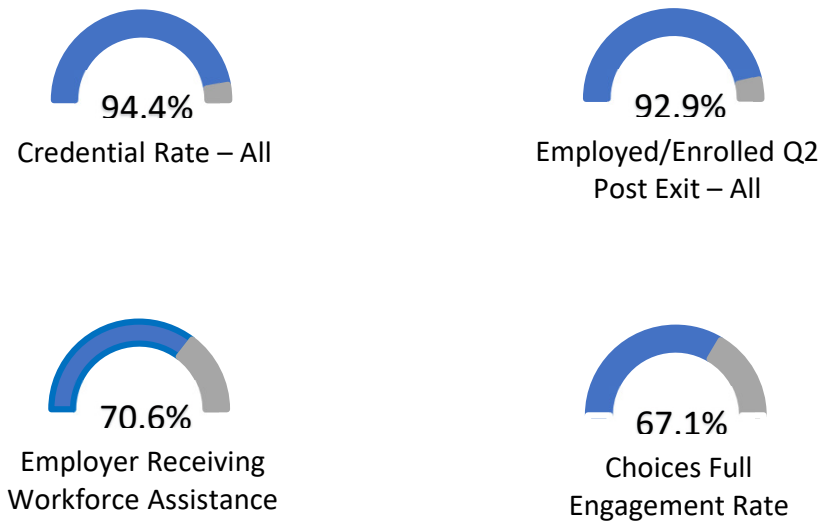
Production Measures



Number of measures meeting or exceeding

Measures that require additional focus

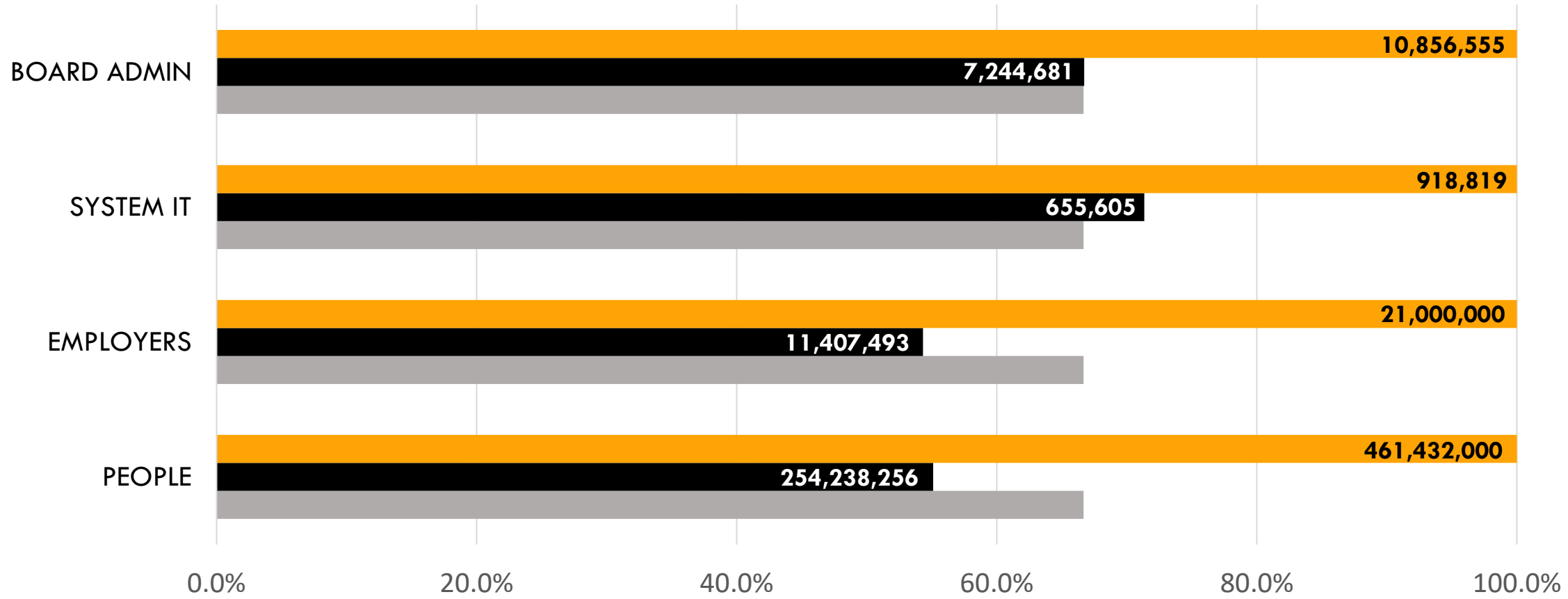
October 2021 to July 2022



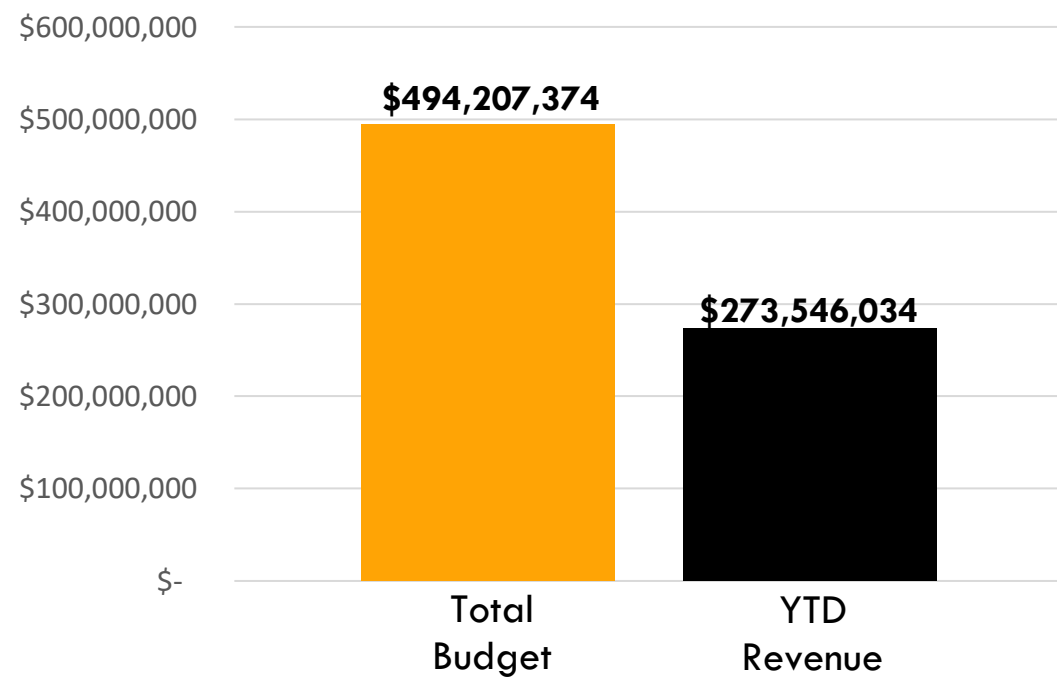
Gulf Coast Workforce Financial Status Report

For the 8 months ending August 31, 2022

■ Budget ■ Expenses ■ Target



Workforce Revenue



System Expenses

