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Workforce Solutions North Texas Board Administration
1501 Midwestern Parkway, Suite 101
Wichita Falls, TX 76302
Phone: 940-767-1432 | Fax: 940-322-2683
Email: NTXBoard@ntxworksolutions.org
Website: www.ntxworksolutions.org

Workforce Solutions Board Meeting Agenda

October 16, 2020

Members of the Workforce Solutions North Texas Workforce Development Board will meet on **THURSDAY, October 22, 2020** at 12:00 pm (noon) via Zoom.

Due to the ongoing health concerns with the COVID-19 pandemic, we will be observing social distancing. *In-person attendance at the Nortex Regional Planning Commission Conference Room, 4309 Jacksboro Hwy, Suite 200 in Wichita Falls, will be limited to staff and board members.* Please let us know in advance if you will attend in person due to limited meeting space. We appreciate your patience and understanding in this matter.

If attending remotely, **please register** no later than 12:00 pm on October 22 to be granted access to the Zoom meeting:

<https://zoom.us/meeting/register/tJ0qde-hqT8qGdGAFDKkgSwqVqhpCielY6mn>

After registering, you will receive a confirmation email containing information about joining the meeting.

AGENDA

1. Welcome
2. Call to order and roll call
3. Public Comment
4. Declaration of Conflict of Interest
5. Consent agenda:
 - A. Board and Committee Meeting recordings are posted to the board website and can be found at ntxworksolutions.org → About Us → Board Meetings. These recordings are posted in lieu of written meeting minutes.
 - B. Approval of COVID-19 Childcare Transfer Policy
 - C. Approval of HB1 Preliminary Budget
6. Executive Director Report
 - A. Grant Spending Report
 - B. Update on Big Blue Lawsuit
 - C. New Childcare Reimbursement Rates
 - D. Reinstatement of Work Search

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- E. Fill upcoming vacancy at Board
- 7. Committee Updates:
 - A. Report from Monitoring Committee
 - a. Update on WIOA program review by Rogers Consulting Firm
 - b. Update on YTD Procurement list
 - B. Report from Youth Advisory Committee
- 8. Workforce Updates:
 - A. Workforce Solutions Workforce Center
 - B. Workforce Solutions Childcare
 - C. Rapid Response Coordinator
- 9. Announcements – Next Board meeting on December 10, 2020
- 10. Adjourn

The Workforce Solutions North Texas Board reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices).

The facility is wheelchair accessible and accessible parking spaces are available. Individuals who require auxiliary aids or services for this meeting should contact the Workforce Solutions Board Office at (940) 767-1432 at least two days before the meeting so that the appropriate arrangements can be made.

Workforce Solutions North Texas Board

From: Lisa McDaniel, Executive Director

Date: July 15, 2020

Key Word: Child Care

Subject: *Amendment to the current Transfer Policy During COVID-19*

Purpose: To provide guidance to the childcare staff on local actions to be addressed on the implementation of a local transfer from one provider to another during COVID-19. In accordance with TWC rule, [§809.13 \(c\)\(10\)](#), North Texas Workforce Solutions Board is imposing a waiting period of two weeks before a transfer is effective. The waiting period will help to ensure the safety of all parties if a child has been exposed to the virus or if a provider needs to close their center in order to sanitize their facilities.

Directive: Due to COVID-19, the Workforce Solutions North Texas Board has amended the current Transfer Policy to address actions both providers and families could take in order to ensure the safety of all parties involved in the event a child or provider has been exposed to the COVID-19 virus. The additional guidance during COVID-19, includes but not limited to:

- Establishing a waiting period of two weeks prior to the transfer if a child has been exposed to the COVID-19 virus
- If a child care provider has an exposure to a presumed or confirmed COVID-19 case and needs to close in order to sanitize their facility and/or quarantine staff and children, the closure must be considered *involuntary*. Boards must continue to pay the provider for up to two consecutive weeks of involuntary closure.
- If the *involuntary* closure extends beyond two consecutive weeks, the situation may be submitted to TWC for review and will be handled on a case-by-case basis.
- Boards must be aware that if a provider elects to close for reasons not related to a specific COVID-19 exposure, the closure is considered *voluntary*.
- If a child care program *voluntarily* closes for reasons not related to a specific COVID exposure, Boards must end authorizations for care at that facility and work with the families to find placement with another eligible program. If acceptable care cannot be found, then the child's care is suspended, and the child care referral is closed. The child's current eligibility period remains, and the TWIST program detail remains open.
- Boards may amend their local policies and procedures to require a waiting period for child care transfers except for cases where the child's safety may be in jeopardy (including CCR actions against a provider as required by §809.94). Requiring a two-week waiting period prior to ending care at a facility aligns with common private-pay practices, which is a goal of the Child Care and Development Block Grant (CCDBG) Act. During the waiting period, the child's referral at the original provider shall continue unless the parent requests a suspension. Boards may apply this policy/procedure to all transfer requests, not just COVID-related transfers.
- Boards must ensure that provider closures as well as requests to transfer children are documented in TWIST *Counselor Notes*. Be aware that if a provider elects to close for reasons not related to a specific COVID-19 exposure, the closure is considered *voluntary*.

Transfer Policy: *The Workforce Solutions North Texas Board will continue to adhere to this current policy “transfer of a child from one provider to another as described in E-100, including the prohibition of transfer when the parent has failed to pay the parent share of cost as described in B-606” Rule: 809.13(c)(10), 809.71(3)*

The Board allows for out-of-area transfers, as well as transfers from provider to provider when issues or concerns involve the location of the center, health and safety of the child or other limited circumstances, as outlined in the Contractor procedure. All other transfer requests are considered and processed at the parent’s request.

Providers may request that a child be transferred to another facility for policy violation of the center, as outlined in their parent handbook. The Contractor will assist the parent in finding alternate child care arrangements. If the provider is requiring that the parent be transferred for non-payment of PSOC, the Contractor will verify that the balance has been paid in full to the provider. This must happen before services begin at a new provider and as long as the requesting provider has contacted the Contractor timely to report non-payment.

Revision effective: July 15, 2020

Prior to approval of a provider transfer request, staff must ensure and document that parents who:

- ***voluntarily request a transfer of providers, the client must have a \$0 balance with their current provider before services can be authorized at a new provider.***
- ***involuntarily transfer providers, the client will not be required to have a \$0 balance at their current provider before services can be authorized at a new provider.***

Note: Any deviation from this procedure must be approved by a supervisor and thoroughly documented in TWIST Counselor Notes.



2021 BOARD BUDGET & EXPENDITURES

2021 BOARD BUDGET		Last Year's		
10/01/20 - 09/30/21		FY2020	2020	FY2021
Workforce Programs	**Est. Admin FY 21 Funds	Estimated Expenditures	Actual Spent as of 9.30.2020	Estimated Expenditures
Personnel Cost				
WIOA Adult	\$ 94,996			
WIOA Youth	\$ 83,884	Salaries	\$ 359,406	\$ 361,221
WIOA DW	\$ 136,691	Fringe/Retirement Plan	\$ 169,640	\$ 179,574
Small Board	\$ 65,232	Total	\$ 529,046	\$ 540,795
Rapid Response	\$ 7,000			
TANF/Choices	\$ 138,201	Occupancy Cost		
SNAP-FSE&T & ABAWDS	\$ 39,695	Office Rental, utilities	\$ 33,000	\$ 30,220
Child Care	\$ 289,039	Total	\$ 33,000	\$ 30,220
Veterans	\$ 1,400			
Wagner-Peyser ES	\$ 24,094	IT Support Costs		
Navigator	\$ 100,000	Equipment Purchase/Supplies	\$ -	\$ 27,928
Alternative Funding	\$ 10,610	Equipment Repairs	\$ 23,000	\$ 14,990
PRS CCP	\$ 40,400	Computer Software/Licenses	\$ 20,000	\$ 25,335
Military Support	\$ 11,727	Computers support	\$ 19,700	\$ 26,532
Re-employment	\$ 16,320	Total	\$ 62,700	\$ 94,785
Skills Development	\$ 266,551			
PATH	\$ 4,922			
Total	\$ 1,330,762	General Expense		
		Professional memberships	\$ 13,400	\$ 5,637
		Insurance-Office/yr	\$ 2,500	\$ 5,926
		Office Supplies	\$ 13,300	\$ 36,041
		Postage	\$ 400	\$ 437
		Printing	\$ -	\$ -
		Telephone	\$ 5,500	\$ 6,720
		Total	\$ 35,100	\$ 54,761
		Professional Services		
		Audit Fees	\$ 17,000	\$ 15,638
		Professional Services	\$ -	\$ 12,981
		Legal	\$ -	\$ 14,587
		W C COG Payroll Fee	\$ 26,452	\$ 26,983
		Fiscal Agent Fee	\$ 80,000	\$ 70,000
		Total	\$ 123,452	\$ 140,189
		Staff Development/Travel		
		Registration Fees	\$ 3,000	\$ 3,489
		Professional Development	\$ 13,000	\$ 7,677
		Staff Travel	\$ 35,000	\$ 22,418
		Meals-Board Mtg.	\$ 3,500	\$ 3,386
		Board Member Travel	\$ 5,000	\$ -
		Total	\$ 59,500	\$ 36,970
Total Board Funding	\$ 1,330,762	Marketing		
		Advertising	\$ 1,000	\$ 1,540
		Sponsorship	\$ -	\$ 385
		Total	\$ 1,000	\$ 1,925
		Skills Development		
		Skills Training	\$ -	\$ -
		Total	\$ -	\$ 240,000
Difference	\$ 70,095	Grand Total	\$ 843,798	\$ 899,645
				\$ 1,260,667

Workforce Solutions North Texas
Board Grant Dollars Available
Report date: As of 08/31/2020

Acct Code	Grant Number	Workforce Program	Grant Period	Total Grant Award	Total Grant Expended	Balance Remaining	% Remaining
33-851	0319WCI000	Workforce Commission Incentives	10/01/18 - 05/31/21	220,498.00	143,127.79	77,370.21	35%
33-858	0319WAF001	WIOA - Alternative Funding for Statewide	07/15/19 - 08/31/21	172,720.00	60,527.94	112,192.06	65%
33-859	0319WOA001	WIOA - Adult	07/01/19 - 06/30/21	351,553.00	189,761.39	161,791.61	46%
33-860	0319WOD001	WIOA - Dislocated Workers	07/01/19 - 06/30/21	545,702.00	250,624.10	295,077.90	54%
33-861	0319WOY001	WIOA - Youth	07/01/19 - 06/30/21	346,868.00	94,585.70	252,282.30	73%
33-862	0320CCP001	Protective Regulatory Services	09/01/19 - 12/31/20	557,100.00	524,508.72	32,591.28	6%
33-863	0320CCF001	Child Care - CCF	10/01/19 - 12/31/20	5,938,120.00	5,151,100.82	787,019.18	13%
33-864	0320SNE001	SNAP E & T	10/01/19 - 09/30/20	205,984.00	155,358.38	50,625.62	25%
33-865	0320TAF001	Temporary Assistance to Needy Families	10/01/19 - 10/31/20	1,027,862.00	639,519.73	388,342.27	38%
33-866	0320CAA001	Child Care Attendance Automation	10/01/19 - 11/30/20	38,150.00	22,291.05	15,858.95	42%
33-867	0320WOO001	Additional Program Funding	10/01/19 - 09/30/20	144,927.00	22,069.69	122,857.31	85%
33-868	0320WPA001	Wagner-Peyser Employment Service	10/01/19 - 12/31/20	96,116.00	54,476.12	41,639.88	43%
33-869	NTWDB/TVC	Texas Veteran's Commission	10/01/19 - 09/30/20	14,000.00	11,923.94	2,076.06	15%
33-870	0320COL001	Infrastructure Support Services - Ongoing	09/01/19 - 10/31/20	102,041.08	72,143.73	29,897.35	29%
33-871	3018VRS142	Student Hire Ability	03/28/18 - 08/31/21	350,000.00	172,208.13	177,791.87	51%
33-872	0320CCQ001	Child Care Quality	10/01/19 - 10/31/20	320,581.00	129,296.29	191,284.71	60%
33-873	0320WCI001	Workforce Commission Incentives	10/01/19 - 09/30/21	54,759.00	415.46	54,343.54	99%
33-874	0320REA001	Reemployment Srvcs and Eligibility Assess	09/30/19 - 12/31/20	74,482.00	38,305.63	36,176.37	49%
33-875	0320WOS001	Military Family Support	01/01/20 - 12/31/20	69,070.00	37,240.47	31,829.53	46%
33-876	0320CCM001	Child Care Local Match	10/01/19 - 12/31/20	588,918.00	42,352.14	546,565.86	93%
33-877	0320TRA001	Trade Adjustment Act	10/01/19 - 12/31/20	10,000.00	0.00	10,000.00	100%
33-878	3018VRS180 P	Paid Work Experience	04/01/19 - 09/30/21	675,000.00	0.00	675,000.00	100%
33-879	0320COS001	COS - Skills Development	05/18/20 - 05/31/21	287,500.00	16,943.30	270,556.70	94%
33-880	PATH NT2020-	PATH	01/01/20 - 03/31/22	90,000.00	9,402.67	80,597.33	90%
33-881	0320WOA001	WIOA - Adult	07/01/20 - 06/30/22	336,747.00	0.00	336,747.00	100%
33-882	0320WOD001	WIOA - Dislocated Workers	07/01/20 - 06/30/22	583,641.00	135.00	583,506.00	100%
33-883	0320WOY001	WIOA - Youth	07/01/20 - 06/30/22	324,216.00	0.00	324,216.00	100%
33-884	0320WOR001	WIOA - Rapid Response	07/01/20 - 06/30/21	14,797.00	78.40	14,718.60	99%

MCMULLEN LAW FIRM
ATTORNEY AND COUNSELOR AT LAW

WADE H. MCMULLEN

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September 21, 2020

Charles Riley, Esq.
Riley & Riley
320 Lexington
San Antonio, Texas 78215

Kyle Fonville, Esq.
Warren Fonville, PLLC
1635 Rogers Road
Fort Worth, Texas 76107

Re: *Cause No. DC78-CV2020-0243*
Big Blue Properties WF, LLC v. Workforce Resources, Inc. d/b/a Workforce Solutions
North Texas a/ka Texas Workforce Solutions
MEDIATION DATE: Monday, November 9, 2020 at 1:30 PM

Dear Counsel:

Please let this letter serve as a Confirmation that the Mediation of this matter has been scheduled for mediation to be conducted, **Due to the current situation we are not holding in-person mediations for the time being. Mediations will be conducted remotely by phone until further notice.** Please be advised that I conduct my mediations in my office where other lawyers practice, but I am not a partner or associated with the other lawyers. The other lawyers who rent office space from me at my location are not affiliated with my mediation practice and they are not responsible for mediation work that I perform for you and your clients.

Before the Mediation begins, I would appreciate your taking the following steps:

1. Confirm that **all persons necessary to effectuate a Settlement** will be in attendance and prepared to spend the day working toward a Settlement Agreement in this matter. This includes individual parties as well as necessary agents. Please make sure that everyone in attendance has Full Settlement authority. In the materials you provide in advance of Mediation, please provide the names of who will be in attendance and in what capacity they will be participating.
2. Please provide to me by **the day before the Mediation**, any **essential materials** that you believe are critical to a general understanding of this matter. I do not need **detailed facts** but would prefer that you provide the following:

- A. Prior Settlement Offers/Demands and who will attend.
- B. An itemized listing of all damages sought.
- C. The following sheet attached and filled out, or
- D. In lieu of A, B and C feel free to just dictate a letter with the pertinent information.

All of these materials will be treated as privileged and confidential, and will not be disclosed to the other parties.

My Mediation Fee is \$575.00 per party for reserving a half day (3.5 hours). If the number of parties changes at Mediation the fee per party will be adjusted accordingly. **If additional time** is required and is available either in my office or by phone calls after the Mediation session or the time required by a Mediator's Recommendation, it will be billed to you at the additional amount of \$200.00 per hour per party. I am enclosing for each of you some "Mediation Rules" that I request Counsel provide to your Clients prior to attendance. **It is very important to note**, that by scheduling and/or participation in the mediation the parties and their counsel shall be deemed to have agreed to the enclosed **Rules for Mediation**. Please bring with you to the Mediation or mail to me ahead of time a check for \$575.00 for a half day Mediation, payable to McMullen Law Firm (Employer ID# 27-3108560).

If it is necessary to cancel or re-schedule this Mediation, there will be no charge as long as arrangements are made **seven full business days in advance** of the scheduled Mediation. You can completely avoid any cancellation fee if you **plan ahead and review your case with your client 10 days out**. This will allow you every time to cancel by the required deadline and incur no cancellation fee. If your plan is to set a mediation date and use that date to enter into serious negotiations the week before the date set, **just make sure you negotiate the cancellation fee** into your settlement talks. The cancellation fee will be charged fully to the party cancelling unless written documentation is provided to me that the parties have agreed to split the cancellation fee. Should re-scheduling become necessary with less than seven (7) full business days notice, a single flat fee of \$575.00 will be charged to the canceling party. If between now and the Mediation, you have any questions of an administrative nature, please do not hesitate to contact my office.

If the Mediation is scheduled on a weekend or holiday or continues after hours, there will be an additional charge of \$60.00 per hour to be divided equally between the parties to cover the Building's charge for providing HVAC services on weekends, holidays and after business hours.

I look forward to working together with you and your Clients in this Mediation.

Very truly yours,

Wade H. McMullen

Wade H. McMullen

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Julian Alvarez
Commissioner Representing
Labor

Aaron Demerson
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #20.03.0201

September 1, 2020

VIA Email: lisa.msDaniel@ntxworksolutions.org

Mrs. Lisa McDaniel, Executive Director
Workforce Solutions North Texas
1501 Midwestern Pkwy, Suite 101
Wichita Falls, Texas 76302

Dear Mrs. McDaniel:

We have completed our review of the Board's Equal Opportunity (EO) compliance with state and federal laws. We conducted our review this fiscal year using an Equal Opportunity Survey completed by your Board's Equal Opportunity Officer, Patricia Hamilton.

After reviewing Ms. Hamilton's responses to the survey, we do not have any issues or areas of concern to report that require follow up currently. Ms. Hamilton reported some centers to have physical accessibility issues. Ms. Hamilton provided TWC's EO Compliance Department with a well-documented remediation plan to address the noted physical accessibility issues, along with documentation indicating proposed plans for center relocation. We are confident that Ms. Hamilton will work with TWC's EO Compliance Department to remedy any compliance concerns. Workforce Solutions North Texas EO compliance will be monitored in fiscal year 2021 pursuant to annual monitoring requirements. Any outstanding issues or concerns that have not been resolved as well as any new issues or concerns that arise will be addressed at that time.

Thank you again for your cooperation and assistance. Should you have any further questions concerning the review, please contact me at (512) 936-3036.

Sincerely,

W. Boone Fields

W. Boone Fields
State of Texas Equal Opportunity Officer
Deputy Director, Regulatory Integrity Division

cc: Lee R. Ritchie, Chair, Workforce Solutions North Texas
Nicholas Lalpui, Regional Administrator, ETA, USDOL
M. Frank Stluka, Regional Director, Office of State Systems, ETA, USDOL
Bryan Daniel, Chairman and Commissioner Representing the Public, TWC
Julian Alvarez, III, Commissioner Representing Labor, TWC
Aaron Demerson, Commissioner Representing Employers, TWC
Edward Serna, Executive Director, TWC
Courtney Arbour, Director, Workforce Development Division, TWC
Paul D. Carmona, Director, Regulatory Integrity Division, TWC
Consuelo Zubeldia, Equal Opportunity Coordinator, TWC

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Equal Opportunity Employer / Program

Auxiliary aids and services are available upon request to individuals with disabilities



10/1/2019 - 9/30/2020

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
2B Promotional Products	11/26/2019	\$ 449.00	Tshirts for Youth Career Fair	Micro		\$ 449.00
Adobe	10/31/2019	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	11/30/2019	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	12/31/2019	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	1/31/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	2/29/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	3/31/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	4/30/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	5/28/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	6/30/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	7/28/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro		
Adobe	8/28/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro	\$ 16.23	
Adobe	9/28/2020	\$ 16.23	Acrobat Pro Subscription, 1 mo	Micro	\$ 16.23	\$ 194.76
Amazon	4/13/2020	\$ 1,016.00	Video Conference Owl	Micro		
Amazon	6/30/2020	\$ 80.96	Surface Docking station	Micro		
Amazon	6/30/2020	\$ 109.84	cables, docking station	Micro		
Amazon	7/31/2020	\$ 71.39	Surface Docking station	Micro		
Amazon	8/4/2020	\$ 55.76	Bluetooth keyboard, mouse	Micro	\$ 55.76	\$ 1,333.95
B&H Photo	9/23/2020	\$ 128.99	Lighting kit for video	Micro	\$ 128.99	\$ 128.99
Benchmark	4/28/2020	\$ 5,326.79	Copier	Small		\$ 5,326.79
Benchmark	5/31/2020	\$ 8.38	monthly copy cost	Micro		
Benchmark	6/30/2020	\$ 17.82	monthly copy cost	Micro		
Benchmark	7/31/2020	\$ 38.86	monthly copy cost	Micro		
Benchmark	8/31/2020	\$ 12.65	monthly copy cost	Micro	\$ 12.65	
Benchmark	9/30/2020	\$ 98.52	monthly copy cost	Micro	\$ 98.52	\$ 176.23
BestBuy	7/28/2020	\$ 254.38	Apple Air pods	Micro		\$ 254.38
Bluehost.com	4/13/2020	\$ 638.27	Web hosting annual renewal	Micro		\$ 638.27
Boley Featherston	4/17/2020	\$ 948.87	D & O Insurance	Micro		\$ 948.87
Builders Lumber	12/28/2019	\$ 3.23	duplicate keys	Micro		\$ 3.23
Byrd Electric Co	12/9/2019	\$ 800.00	Circuits for Voc Rehab at Galaxy and M	Micro		\$ 800.00
CDW Government Inc	10/22/2019	\$ 209.67	Printer	Micro		
CDW Government Inc	10/31/2019	\$ 1,852.35	Monitors for Lab and staff	Micro		
CDW Government Inc	11/19/2019	\$ 6,764.80	Meraki Security Renewal License for Net	Micro		
CDW Government Inc	1/21/2020	\$ 35.34	Printer	Micro		
CDW Government Inc	2/28/2020	\$ 15.79	Cables	Micro		
CDW Government Inc	4/27/2020	\$ 1,629.11	Surface Pros and keyboard	Micro		
CDW Government Inc	4/28/2020	\$ 179.81	Keyboard and cover	Micro		
CDW Government Inc	8/4/2020	\$ 8,812.00	Battery Backups, staff	Micro	\$ 8,812.00	
CDW Government Inc	9/16/2020	\$ 928.82	Battery Backups, racks	Micro	\$ 928.82	
CDW Government Inc	9/18/2020	\$ 297.25	New staff equipment	Micro	\$ 297.25	
CDW Government Inc	9/29/2020	\$ 9,559.24	Unitrends backup, recovery, cloud stor	Micro	\$ 9,559.24	\$ 30,284.18
Century Tents	10/1/2019	\$ 3,699.60	Youth Career Fair	Small		
Century Tents	11/6/2019	\$ 415.46	Red White You - stanshion and chair re	Micro		\$ 4,115.06
Davis Signs	2/26/2020	\$ 1,320.00	Signage for Board office	Micro		\$ 1,320.00
Decker Jones PC	11/6/2019	\$ 3,121.48	Lawyer for lease dispute	Small		
Decker Jones PC	1/10/2020	\$ 1,995.03	Lawyer for lease dispute	Small		\$ 5,116.51
DELL MARKETING LP	7/15/2020	\$ 2,230.68	Cottle County Project	Micro		\$ 2,230.68
DocuSign	5/10/2020	\$ 2,794.50	DocuSign license for 5 users	Micro		\$ 2,794.50
Doodle.com	2/12/2020	\$ 72.00	Meeting scheduler	Micro		\$ 72.00
Edgin, Parkman, Fleming & Flemi	7/31/2020	\$ 850.00	Annual Audit for Fiscal Agent	Micro		\$ 850.00
El Chico Cafe	2/19/2020	\$ 416.70	February Board Mtg meals	Micro		\$ 416.70
Empire Paper	2/27/2020	\$ 213.80	Paper office supplies	Micro		
Empire Paper	6/26/2020	\$ 291.40	Paper office supplies	Micro		\$ 505.20
Faronics Technologies	11/1/2019	\$ 2,774.71	Anti-virus Cloud renewal, connector, D	Micro		\$ 2,774.71
Firehouse Subs	10/27/2019	\$ 385.46	Special Ed. Symposium	Small		\$ 385.46
Gallion Consulting	11/15/2019	\$ 6,647.77	Annual maintenance/support for SAFE	Small		

10/1/2019 - 9/30/2020

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Gallion Consulting	5/4/2020	\$ 7,650.00	Additional user license for paperless sy	Micro		\$ 14,297.77
Home Depot	12/21/2019	\$ 71.74	Moving supplies	Micro		\$ 71.74
Hudson Blueprint	1/22/2020	\$ 115.00	Door signage board office	Micro		\$ 115.00
Liberty Mutual Insurance	1/21/2020	\$ 1,695.00	Mobile Unit contents	Micro		\$ 1,695.00
LogMeIn	10/31/2019	\$ 1,299.99	Subscription to remote access	Micro		\$ 1,299.99
McAlister's Deli	6/26/2020	\$ 196.24	Boxed lunch for board meeting	Micro		
McAlister's Deli	8/28/2020	\$ 150.83	Boxed lunch for board meeting	Micro	\$ 150.83	\$ 347.07
Microsoft	7/6/2020	\$ 3,241.33	Office 365 annual renewal	Micro		\$ 3,241.33
NameCheap.com	3/20/2020	\$ 13.16	Website domain fee	Micro		
NameCheap.com	9/24/2020	\$ 13.16	wfsntx.com	Micro	\$ 13.16	
NameCheap.com	9/17/2020	\$ 55.98	ntxworksolutions.org domain and priv	Micro	\$ 55.98	\$ 82.30
Network Solutions	10/7/2019	\$ 34.98	Domain registration renewal 1 yr	Micro		\$ 34.98
NEXGEN WIRING	1/7/2020	\$ 443.21	Board wiring	Micro		\$ 443.21
Office Depot	12/11/2019	\$ 67.82	Copier paper for Board packets	Micro		
Office Depot	6/24/2020	\$ 19.28	Copier paper, pens	Micro		\$ 87.10
On the Border	12/13/2019	\$ 450.64	Board meeting meals	Micro		\$ 450.64
Pond, Brayden	7/21/2020	\$ 70.00	Pest control service	Micro		\$ 70.00
RED HAWK HVAC SERVICES	3/9/2020	\$ 3,360.00	A/C unit for board server room.	Micro		\$ 3,360.00
REV	11/14/2019	\$ 214.00	Transcription services	Micro		
REV	12/11/2019	\$ 71.00	Transcription services	Micro		\$ 285.00
Richard Rogers Consulting	9/2/2020	\$ 5,780.00	Risk Assessment	Small	\$ 5,780.00	\$ 5,780.00
Ronald Johnson	6/30/2020	\$ 875.00	Child Care appeal hearing officer	Micro		\$ 875.00
SHI Government Solutions Inc	5/29/2020	\$ 5,633.00	Clear Touch Monitor/PC/system	Micro		\$ 5,633.00
Shoop's TX Termite	2/28/2020	\$ 75.00	Pest control	Micro		\$ 75.00
Smashballon	4/23/2020	\$ 49.00	Custom FaceBook Feed	Micro		\$ 49.00
Solid Border	7/8/2020	\$ 680.00	AntiVirus protection annual renewal	Micro		\$ 680.00
Southern Computer Warehouse	11/4/2019	\$ 11.06	Label tape for label maker	Micro		
Southern Computer Warehouse	11/25/2019	\$ 1,272.57	Computer set up for K Ball	Micro		
Southern Computer Warehouse	11/25/2019	\$ 25.50	Bluetooth mouse	Micro		
Southern Computer Warehouse	11/25/2019	\$ 264.14	Monitors	Micro		
Southern Computer Warehouse	12/3/2019	\$ 10.90	cables	Micro		
Southern Computer Warehouse	12/31/2019	\$ 224.00	Cables for refresh project	Micro		
Southern Computer Warehouse	1/8/2020	\$ 49.26	HDMI Cables	Micro		
Southern Computer Warehouse	1/16/2020	\$ 461.81	Printer for Board	Micro		
Southern Computer Warehouse	1/17/2020	\$ 1,501.02	Laptops for Center	Micro		
Southern Computer Warehouse	2/13/2020	\$ 825.58	Printer cartridges	Micro		
Southern Computer Warehouse	2/20/2020	\$ 1,134.29	Surface, keyboard, cover, cables	Micro		
Southern Computer Warehouse	3/2/2020	\$ 30.50	Cables	Micro		
Southern Computer Warehouse	4/1/2020	\$ 889.98	Surface	Micro		
Southern Computer Warehouse	4/1/2020	\$ 34.76	Keyboard/mouse	Micro		
Southern Computer Warehouse	4/1/2020	\$ 106.83	Cover	Micro		
Southern Computer Warehouse	5/29/2020	\$ 2,273.04	Storage backup refresh	Micro		
Southern Computer Warehouse	5/29/2020	\$ 1,223.46	Local back up applicances	Micro		
Southern Computer Warehouse	7/29/2020	\$ 900.04	toner supplies	Micro		
Southern Computer Warehouse	9/11/2020	\$ 1,195.99	new staff equipment	Micro	\$ 1,195.99	
Southern Computer Warehouse	9/11/2020	\$ 99.99	new staff equipment	Micro	\$ 99.99	
Southern Computer Warehouse	9/11/2020	\$ 51.78	new staff equipment	Micro	\$ 51.78	
Southern Computer Warehouse	9/21/2020	\$ 100.40	Toner restock	Micro	\$ 100.40	\$ 12,686.90
TexAirCon	12/24/2019	\$ 250.00	Asbestos sample analysis	Micro		\$ 250.00
Texas Best Meats	10/24/2019	\$ 540.00	BBQ meal for 45 people	Micro		\$ 540.00
The Hartford	1/21/2020	\$ 2,326.00	Auto Insurance Van	Micro		
The Hartford	2/7/2020	\$ 946.00	Business Owner	Micro		\$ 3,272.00
TWC	9/16/2020	\$ 10.39	CCIP review disallowed cost	Micro	\$ 10.39	\$ 10.39
WalMart	5/19/2020	\$ 4.16	hand soap	Micro		
WalMart	6/4/2020	\$ 10.18	Bug and ant spray	Micro		
WalMart	6/21/2020	\$ 64.82	Face mask	Micro		\$ 79.16

10/1/2019 - 9/30/2020

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Warren Fonville PLLC	2/3/2020	\$ 187.50	Lawyer for lease dispute	Small		
Warren Fonville PLLC	2/28/2020	\$ 3,987.50	Lawyer for lease dispute	Small		
Warren Fonville PLLC	4/1/2020	\$ 1,412.50	Lawyer for lease dispute	Small		
Warren Fonville PLLC	5/9/2020	\$ 1,025.00	Lawyer for lease dispute	Small		
Warren Fonville PLLC	7/3/2020	\$ 1,125.00	Lawyer for lease dispute	Small		
Warren Fonville PLLC	8/4/2020	\$ 375.00	Lawyer for lease dispute	Small	\$ 375.00	
Warren Fonville PLLC	9/1/2020	\$ 575.00	Lawyer for lease dispute	Small	\$ 575.00	\$ 8,687.50
Wilson's Office supply	5/29/2020	\$ 3,793.08	Conference Chairs	Micro		
Wilson's Office supply	5/29/2020	\$ 2,889.19	Conference Table	Micro		\$ 6,682.27
Work Services Corp	12/2/2019	\$ 400.00	Rental space for December Board mee	Micro		\$ 400.00
ZOOM	4/29/2020	\$ 159.80	license 1	Micro		
ZOOM	8/4/2020	\$ 121.27	license increase to 2	Micro	\$ 121.27	
ZOOM	8/29/2020	\$ 106.82	license increase to 3	Micro	\$ 106.82	
ZOOM	8/29/2020	\$ 14.45	Webinar -500 user 3 prorated	Micro	\$ 14.45	
ZOOM	8/30/2020	\$ 447.72	Webinar -500 user 3	Micro	\$ 447.72	
ZOOM	9/15/2020	\$ 20.63	prorate Cloud recording prorated	Micro	\$ 20.63	\$ 870.69
Total purchases					\$ 29,045.10	\$ 133,571.51

CORRECTION: TWC guidance updated in January 2020 - purchase method limits raised to Micro \$10,000 and Small **\$250,000**.

DIR vendors on TX Comptrollers website

Currently this list does not include most leases, travel, training cost, or telecommunications



September 2020

Customers Served by County in September

Fund	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Other	Total	Oct 2019 - September 2020
WIOA Youth	0	0	0	0	0	0	0	0	1	0	0	1	2	9
WIOA AD/DW	0	0	0	0	0	1	0	2	30	1	0	0	34	55
ES	19	9	26	3	0	10	22	72	622	41	54	426	1304	7300
Vets	0	0	1	0	0	0	0	2	30	1	1	16	51	372
TAA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TANF/Choices	0	0	0	0	0	0	0	0	5	0	0	10	15	110
SNAP E&T	0	0	0	0	0	0	0	0	0	0	0	0	0	157
WIT ES	75	35	106	11	0	28	93	304	2280	127	188	1409	4656	17507
WIT Vets	8	2	5	1	0	2	3	12	159	8	5	88	293	1236
Total	102	46	138	15	0	41	118	392	3127	178	248	1950	6355	26746

WIT Entered Employment

193 Placements + 184 Went to work = **377 Total** Entered Employment for September 2020

Employer Services

Employers Served	Total Services to Employers
<u>259</u>	<u>545</u>

WIOA Cases by County

Cases

Archer	1
Baylor	1
Clay	0
Cottle	0
Foard	0
Hardeman	1
Jack	2
Montague	4
Wichita	36
Wilbarger	3
Young	0

TOTAL 48

WIOA Outreach by County

Cases

Archer	7
Baylor	11
Clay	0
Cottle	0
Foard	2
Hardeman	0
Jack	0
Montague	0
Wichita	0
Wilbarger	38
Young	54

TOTAL 112



Job Order Report - by County

Region/LWIA: North Texas WF Board
 Create Date: 9/1/2020 to 9/30/2020

County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Baylor County	TX	US	3	3	0
Cottle County	TX	US	3	5	0
Foard County	TX	US	4	7	0
Hardeman County	TX	US	7	10	0
Jack County	TX	US	7	8	5
Montague County	TX	US	4	4	0
Wichita County	TX	US	127	144	101
Wilbarger County	TX	US	45	62	9
Young County	TX	US	4	4	0
County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Report Totals			204	247	115
Total Rows: 11					

SNAP E&T

- The SNAP E&T program has resumed mandatory participation effective October 1, 2020.
- Services, including the orientation and case management, are all being provided virtually.

Staffing

- Edward Moore started with Equus Workforce Solutions on August 31, 2020 as our new Classroom Facilitator. He replaced Shannon Ludwig who moved to the Business Services team.
- Crystal Eason also started as a temporary employee through Adecco Staffing on August 31, 2020. This position was created, along with one more, to support the Employment Services team with the increase in UI claimants in response to COVID-19.
- Candy Dewey, former temporary employee, is a permanent Equus Workforce Solutions employee effective October 12, 2020. Candy is an Employment Services Specialist, with a focus on assisting unemployment insurance claimants. Candy is replacing Steve Wilson, who retired in August of 2020.
- Brandie Carlson started with Equus on October 12, 2020. She is a new WIOA Case Manager who replaced Tofe Salau. Tofe left in August 2020 to pursue her master's degree in another area.
- Tammy Miltner gave her resignation letter with a last day of October 15, 2020 to pursue another opportunity with the state of Texas. Tammy has been in Employment Services with TWC for 8 years. She was a truly valuable member of our workforce family and will be missed.
- Amber Simpson, former Military Family Support Liaison, resigned in September 2020 to stay home with her brand-new baby girl. This position is currently being filled through Adecco.



Job Fair Results

Jack & Young County Drive-Through Job Fair

Thursday, August 27, 2020, 9a-11a

12 Employers

20 Job Seekers



Casey Parkhurst, Workforce Specialist, at the Young County Courthouse



Rosa Castillo, Workforce Specialist, at the Jack County Courthouse



Thursday, October 8
9AM - 11AM

Jobs in the following counties:
Baylor, Cottle, Foard, Hardeman & Wilbarger

Join us on Facebook for event updates!



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Questions?

Contact Us!
940.552.5211

Workforce Solutions North Texas is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: (800)735-2989 (TDD) or (800)735-2588 (Voice) or 711

12 Employers

12 Job Seekers

Lobby

The screenshot shows a virtual job fair lobby with a grid of employer cards. Each card includes the employer's logo, name, and a prompt to 'Enter to learn more and engage in 1-on-1 chats.' The sidebar on the right contains the following text:

- Workforce Solutions North Texas
- Welcome to Workforce Solutions North Texas Five County Virtual Job Fair. Serving Baylor, Cottle, Foard, Hardeman and Wilbarger Counties
- Work in Texas
- For additional job opportunities please register at <https://www.workintexas.com/vosnet/Default.aspx>

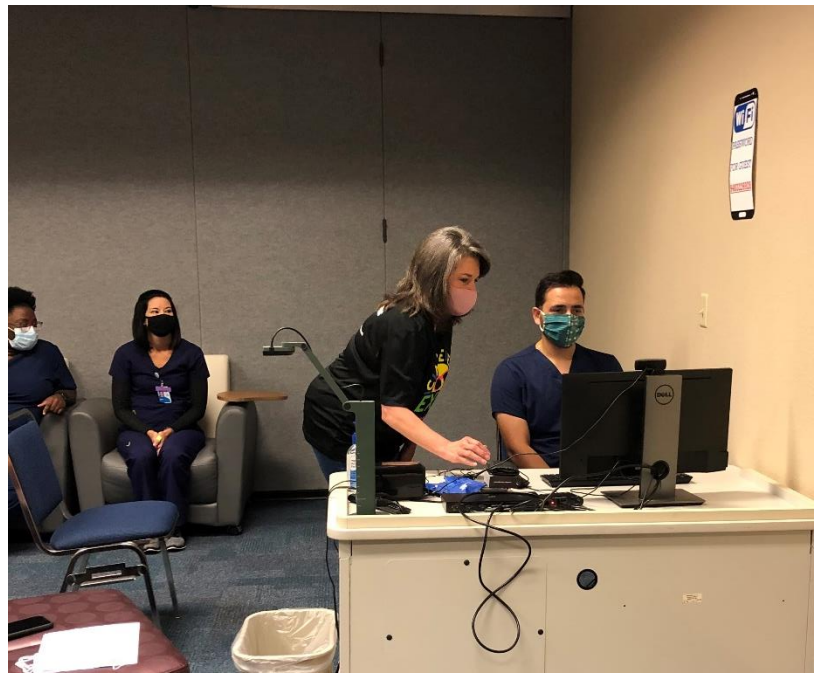
Screenshot of the virtual job fair lobby

Youth Career Expo – Wednesday, September 16, 2020, 9a – 11:50a



Virtual Presentations

	Presentation	Attendees
1	Athletics	118
2	Firefighting	103
3	Robotics	103
4	Health Sciences	97
5	Criminal Justice, Police	93
6	Engineering	75
7	Ag & Animal Sciences	74
8	Culinary Arts	58
9	Dental	58
10	Audio/Visual	55
11	Automotive	55
12	Employment Tips	53
13	Construction	52
14	Fine Arts	48
15	Criminal Justice, Sheriff	44
16	Education	41
17	Cosmetology	13



Schools	
1	Graham
2	Forestburg
3	Throckmorton
4	Crowell
5	Nocona
6	Wichita Christian
7	Munday

Guests	
Deep East Workforce Solutions North Texas	
Texas Workforce Commission	
Workforce Solutions North Texas Board	

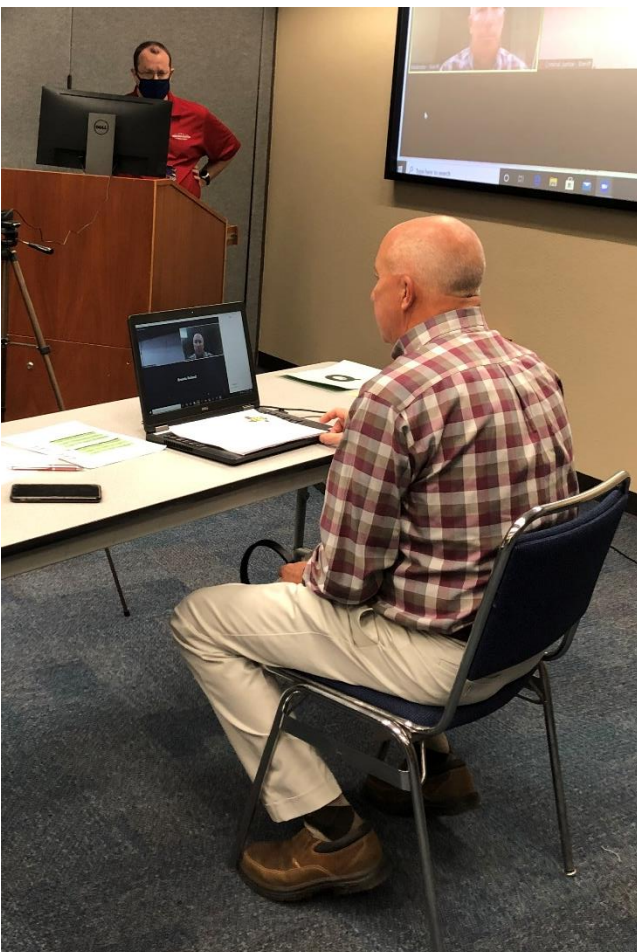
WORKFORCE SOLUTIONS
NORTH TEXAS



WORKFORCE SOLUTIONS
NORTH TEXAS



WORKFORCE SOLUTIONS
NORTH TEXAS





Upcoming Events

A promotional graphic for a virtual event. The top half has an orange background with a black silhouette of Texas. Inside the silhouette, the text "YOUR CAREER. YOUR STORY." is written vertically, and "JOBS Y'ALL" is written in large, bold, yellow and white letters. To the right, white text reads: "Get ready to explore careers in Texas industries during this virtual event for juniors and seniors!". The bottom half has a green background with the text "Transition Fair 2020 Save the Date! Wednesday, October 21, 2020" in white and black.

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This project is wholly funded with federal workforce development funds.

Hiring Red, White & Y u!

Thursday, November 5, 2020

Success Story

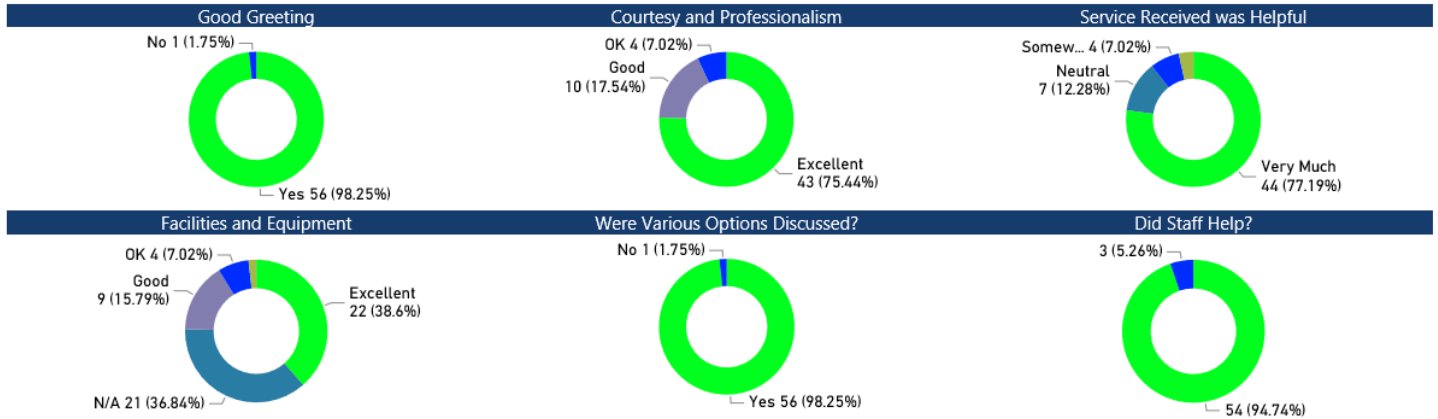
Josiah, a WIOA Adult customer, was approved for CDL training, coincidentally on his birthday, in June 2020. When his Case Manager, Jesse Graham in our Bowie office, called to tell him he was approved, he was in tears. He said, **“Nobody has ever given me a chance; they all judge me.”** Josiah went to CDL training at C1 Trucking in Fort Worth on June 22, 2020. He had many barriers to employment including an extensive criminal background. He spent most of his adult life in and out of prison and had low self-esteem.

Josiah found employment at the company he really wanted, Freymiller, in August of 2020. After starting his new job, he said, **“I’ve never felt like I could achieve this much, and I thank you so much for your help to get me here. I hope you realize how much of a difference you are making. Thank you so much.”** Jesse consistently provided words of encouragement and constant support throughout his training to ensure his success.

After being on the job for about a month Josiah told Jesse, **“Just going let you know I’m loving this job, and I don’t think I could have chosen much better of a company to start with. I know I’ve put in some work to get here, but I’ll always be grateful you had the faith to push me through the system so I can succeed. The opportunity was what I needed, and without you having faith I would move forward, I never would have.”**



91.81% Positive September Survey Results



“Communication was excellent.”

“Excellent customer service !!!”

“I appreciate the help I have been receiving. Also, I am grateful to have a supervisor like Ms. Cynthia G. Humphrey. She always responds to my question and needs very quickly. She is an amazing woman for helping others. Again, I appreciate all the help I receive at this time.”

“I was very impressed with the way things were handled and the fact that I was told about other resources to help me out that I was unaware of! Ms. Duran was very professional and very helpful!”

“It was good all the way through the process”

“Maria Duran has not only an amazing attitude any desire to help people but my addition to this comment is that she not only makes me laugh motivate me in my recommendation she gets a raise! Hope we get to meet one day. She’s a strong Christian.”

“Maria was very helpful and friendly and informative.”

“Ms. Maria Duran is the epitome of professionalism. She did her job but still managed to let her humanity shine through. You can tell that she cares, she really has a heart. I can't thank her enough for not only how much help she gave me, but also how much hope she gave me. Cheers and many blessings for a wonderful employee. She's a keeper!”

“They kept me on track. Offered suggested avenues to follow to succeed. I do not know of any areas that could be improved at this time.”

“Very nice and respectful. Maria understood that I was at work. Verified my email which is a plus . In general loved my call from workforce .”

Children Receiving Child Care Services

Effective October 1, 2020....

-Number of children in care = **923**

-Number of children residing in rural areas (outside of Wichita Falls city limits) **≈219 (24%)**

County	October-20
Archer	5
Baylor	17
Clay	11
Cottle	0
Foard	0
Hardeman	0
Jack	16
Montague	27
Wichita	792
Wilbarger	17
Young	38
	923

County	October-20
Archer	2
Baylor	4
Clay	7
Cottle	0
Foard	0
Hardeman	2
Jack	13
Montague	13
Wichita	265
Wilbarger	19
Young	16
	341

Children Waiting for Child Care Services

-Priority waitlist applicants and general waitlist applicants are currently being processed.
Child Care staff is processing 15-20 families per week

-Outreach will continue as needed until enough children are added to meet the TWC performance target

Performance Targets & Reimbursement Rates approved for BCY 21

-Performance Targets

On October 6, 2020, TWC’s three-member Commission reviewed and approved the BCY21 Child Care Targets and the methodology used to set those targets. Workforce Solutions North Texas Child Care performance target is **1143** children per month effective October 1, 2020. This is increased from 1080 per month in BCY20.

-Reimbursement Rates

The BCY targets were developed using data from the most recent 2020 Child Care Market Rate Survey (MRS). Overall, rates at the 75th percentile increased by 4.9%, or \$1.29 per day. This increase also means that the “minimum” maximum reimbursement rate for the state increased. As a result, North Texas reimbursement rates paid to child care providers are also increased. Increase percentages are dependent on the facility type, age of the child and the referral type (full-time or part-time care).

Child Care providers were informed of the rate increase and Child Care staff is working to create and finalize new child care agreements with all 78 child care centers reflecting the most updated maximum reimbursement rates.

Direct Expenditures BCY 20

For BCY 20, direct child care service expenditures totaled **\$5,375,614.13.**

Direct Expenditure reports by county are available upon request

Rapid Response Orientation Summary

County	# Businesses	# Workers*
Archer	7	42
Baylor	3	4
Clay	5	201
Cottle	2	2
Foard	1	30
Hardeman	10	28
Jack	13	95
Montague	23	376
Wichita	318	4917
Wilbarger	43	581
Young	56	1105
TOTAL	481	7381

* This is a count of businesses and/or employees reporting layoffs due to COVID directly to Workforce staff

