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Workforce Solutions North Texas Board Meeting Agenda

December 9, 2022

Members of the Workforce Solutions North Texas Workforce Development Board will meet on **Thursday, December 15, 2022** at 12:00 pm (noon).

In-person attendance will be at the Nortex Regional Planning Commission Conference Room, 4309 Old Jacksboro Hwy, Suite 200 in Wichita Falls.

Virtual attendance requires registration no later than 12:00 pm, December 15th, to be granted access to the Zoom meeting.

<https://us06web.zoom.us/meeting/register/tZUpdOGhpjIvGdRDL35cJ4igSLgVHbSKxDIq>

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

AGENDA

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Declaration of Conflict of Interest
- E. Consent Agenda
 1. Approval of Minutes from October 2022 Board Meeting (pgs.1-3)
Note - Full Board meeting recordings are posted to the board website at <https://ntxworksolutions.org/board-meetings/>
- F. Items for Discussion and Action
 1. FY2023 Workforce Solutions Board Budget (pg. 4)
- G. Reports
 1. Monitoring Committee (pgs. 5-24)
 2. Executive Director
 - 2022.10 Grant Spending Report (pg. 25)
 - 2022.11 Procurement List (pgs. 26-28)
 - 2023 Board Meeting Schedule (pg. 29)
 - 2023 Holiday Schedule (pg. 30)
 - Update on Co-location
 - FINAL Update on Big Blue Lawsuit
 - TWC State Conference Board Awards



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3. Workforce Solutions Workforce Center & Child Care (pgs. 31-48)
4. Rapid Response (pgs. 49-51)

H. Announcements – Next Board Meeting – February 23, 2023

I. Adjourn

The Workforce Solutions North Texas Board reserves the right to adjourn into executive session at any time during 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 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 North Texas Board Meeting Minutes

October 24, 2022, 12:00 PM

I. Call to Order

Madam Chair, Kristin Little, called the Workforce Solutions North Texas Board Meeting to order at 12:07 PM.

II. Roll Call

Members present (in person or via Zoom): Toni Alonzo, Mary Aranda, Michael Blevins, Billy Clark, Taylor Davis, Keri Goins, Steve Halloway, Synthia Kirby, Brandon Litteken, Anthony Louis, Debbie Powell, Glenda Ramsey, Mileasha Rizan, Crystal Sanders, Jim Sjolander, Dirk Welch, Linda Whitaker, and Julie Young.

Madam Chair, Kristin Little noted a quorum of members present.

Members not present: Marsha Anderson, Lauren Bush, Tracey Jennings, Michelle Nelson, Lee Ritchie Jr., Rhonda Schreiber.

Guests present: Donna Adams, Kendra Ball, Ebonie Batts, Kevin Benton (Judge), Leneva Clark, David Dohme, Moneisa Downs, Karen Fite, Christine Gerber, Josie Gonzalez, Woodrow Gossom Jr., (Judge), Ginger Hannah, Scotty Henderson, Sharon Hulcy, Cynthia Humphrey, Maria Jaimes-Contreras, Lisa McDaniel, Crystal Ojeda, Brenda Roland, Darla Silva, Sandi Stahr, and Dennis Wilde.

III. Declaration of Conflict of Interest (COI)- There was none declared

IV. Approval of Minutes

- Billy Clark made the motion and Taylor Davis seconded to accept the minutes from the Board Meeting held on August 2022 (18 in favor).

V. Committee Reports

- ***Monitoring Committee Update:***
 - No updates from TWC from the previous monitoring review held earlier this year in April. Sharon noted that we did have our Fiscal Integrity Review from Diaz Smith and Associates. During the review of all sections, Arbor E&T, LLC dba Equus Workforce Solutions (EWS) and Rolling Plains Management Corp (RPMC) were materially in compliance with the requirements of the TWC provisions. TWC will review when they visit in May before issuing new contracts to either sub-recipient.

- Richard Rogers is our program monitor; he will start the risk assessment monitoring for the Childcare Program. This review will be completed before TWC visits in May of 2023.
 - The Choices Outreach Program was behind on performance, we have made changes, we were low as 15% and now the month of September we are 80%. Overall year outcome at 50.18%.
 - Procurement List: This list shows year-to-date spending for each vendor we utilize.
 - Grant Spending Report: The report shows a list of grants with amounts and expiration dates.
- ***Youth Advisory Committee Update:***
 - Brenda Roland reports the Youth Advisory group met that morning, chaired by Mr. Billy Clark. They discussed two events they had; Job's Yall Career Expo on September 8th this even helped 8th graders to explore possible career paths and hear from, those working in those industries There were 978 students in attendance from 17 different schools, and we had 13 Career Sessions and over 50 volunteers.
 - Brenda reported that on October 12th they had their 15th Annual Transition Fair. This event is held for Juniors and Seniors with disabilities or those with 504 plans. This event helps students and their families to connect them to resources that help them build successful lives after high school. There were 116 students that attended from 18 schools and/or districts. There were 30 educators (staff), 15 vendors, and 12 presenters that offered 19 sessions to the students.
 - Brenda reports a few upcoming events with North Texas Works, Vocational Rehabilitation, and Region 9 Education Center. Brenda also noted that Early Intervention Support groups will start at the middle schools in January.
- **Executive Director Report** – Lisa McDaniel updated the Board on the following:
 - ***Update on Priddy Foundation Grant*** – Lisa McDaniel explained that the application that was sent to the Priddy Foundation on August 31st was not accepted as they felt we had too much government funding. The Priddy Foundation did not deny the application, they gave us the opportunity to formally withdraw the application. The apprenticeship program is still in process, we will continue to look for more funding in different avenues.
 - ***Update on Co-location*** – Lisa McDaniel reported the co-location will more than likely be ready to be publicly introduced at the first of the year. It is still under construction. They are still waiting on the furniture from the resource room. The signage for the outside of the building is going to be completed this week. Lisa noted all major items have been completed. Debbie Powell agreed that the reconstruction looks good. Lisa added that the ribbon cutting will be after the beginning of the year.
 - ***Update on Big Blue Lawsuit*** – Lisa McDaniel stated that Big Blue's attorney filed the petition with the Supreme Court on August 30th. September 28th our attorney filed a letter waving to respond, due to this we are waiting to hear from the Supreme Court on how they would like to proceed regarding the petition that was filed. Taylor Davis asked the specifics about how the Supreme Court would handle the case, whether they would retry the case or check to see if the case was handled correctly. Lisa replied they could overturn it, but this would be highly unlikely from her knowledge.

- **Sheppard Air Force Base** – Lisa explains in May they applied to adopt a squadron from Sheppard Air Force Base (SAFB). In 2017 we established a military family support program where we served active-duty spouses of those individuals. We really learned there needed to be more of a connection with the SAFB community. We have set up our Military Liaison which works closely with SAFB. Lisa states that we were chosen to adopt a squadron and are invited to attend a luncheon tomorrow.

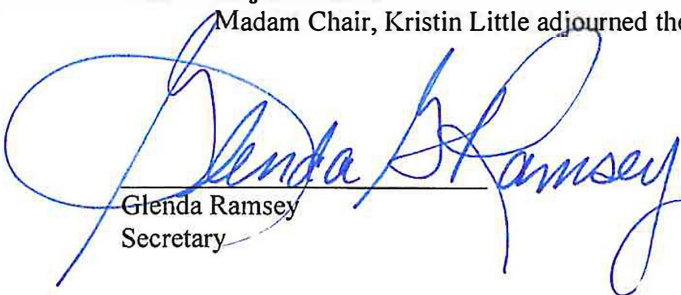
Workforce Solutions Workforce Center – Crystal Ojeda reports her team has been busy, they served over 1387 customers in September 52 entered employment. North Texas State Hospital had a job fair on August 10th with 6 job seekers; Tower Extrusions had a job fair on August 19th with 8 job seekers, 1 veteran; Texas Department of Criminal Justice had a job fair on August 23rd with 8 job seekers, 1 veteran; Foard and Cottle County Job Fair was held on August 24th with 3 employers, 7 job seekers; Midwestern State University Part Time Job Fair was on August 24th MSU Campus with 80 job seekers; University Park Nursing & Rehabilitation had a job fair on, September 20th with 6 job seekers; Texas Department of Criminal Justice had a job fair on September 22nd in Graham with 15 job seekers, 1 veteran; Texas Department of Criminal Justice had a job fair on September 27th at Workforce Solutions in Wichita Falls with 15 job seekers, 1 veteran; North Texas State Hospital had a job fair on October 6th with 37 job seekers, 3 veterans; Jack County Job Fair was held on October 11th, Concerned Citizens of Jack County in Jacksboro with 12 job seekers. The Hiring Red, White, & You Job Fair will be held on November 10th at the YMCA. Crystal Ojeda spoke about the support of Isabella at the Wichita Falls Buddy Walk for Down Syndrome Awareness; she is the daughter of our accountant. Crystal expressed employee appreciation throughout all departments with cookies and a goodie bag. Crystal shared this month's success story of Henrietta Uyigue. She was seeking to obtain her RN license. Henrietta graduated in June 2022 and is now working at Texoma Christian Care Center making \$36/hr. Mrs. Ojeda shared that the positive feedback for June and July was 97.32%.

Workforce Solutions Child Care – Donna Adams explained her team has been working hard to get children on the waiting list placement. All existing children have been outreached. The estimated waiting time for childcare placement was 2-3 months, it is now 2 weeks. The success story was from Shameka Brown, she wanted to say thank you to all and to keep up the good work. Mrs. Brown is the only TRS Provider from North Texas.

VI. Announcements – Next board meeting is on December 15, 2022.

VII. Adjournment

Madam Chair, Kristin Little adjourned the meeting at 12:48 PM.


Glenda Ramsey
Secretary



WORKFORCE SOLUTIONS

 NORTH TEXAS

FY2023

2023 BOARD BUDGET & EXPENDITURES

10/01/2022- 09/30/2023

Last Year's

		Last Year's	
		FY2022	FY2023
Workforce Programs	**Est. Carryover & FY 23 Funds	Estimated Expenditures	Estimated Expenditures
		Personnel Cost	
Board Service Award BSA	\$ 105,212	Salaries	\$ 361,237
Child Care CCF	\$ 8,451,083	Fringe/Retirement Plan	\$ 171,443
Child Care CCQ	\$ 862,061	Total	\$ 532,680
Child Care Match CCM	\$ 1,112,707		
Child Care PRS CCP	\$ 816,400	Occupancy Cost	
Child Care SIR	\$ 119,138	*Office Rental, utilities	\$ 42,570
Military Support WOS	\$ 16,386	Total	\$ 42,570
Navigator SHN	\$ 82,799		
PATH	\$ 48,612	IT Support Costs	
Rapid Response WOR	\$ 20,258	Equipment Purchase/Supplies	\$ -
Re-employment REA	\$ 180,238	Computer Software/Licenses	\$ 25,360
Resource Admin Grant RAG	\$ 6,346	Computers support	\$ 5,200
Small Board WOO	\$ 63,450	Total	\$ 25,360
SNAP-FSE&T SNE	\$ 160,803		
TANF/Choices TAF	\$ 1,109,784	General Expense	
Trade TRA	\$ 21,062	Professional memberships	\$ 9,885
Veterans TVC	\$ 19,866	Insurance-Office/yr.	\$ 8,583
VR Infrastructure COL	\$ 149,100	Office Supplies	\$ 6,854
VR PWE	\$ 186,996	Postage	\$ -
VR SEAL	\$ 128,355	Printing	\$ -
Wagner-Peyser WPA	\$ 33,784	Telephone	\$ 15,936
WIOA Adult WOA	\$ 431,926	Total	\$ 41,258
WIOA DW WOD	\$ 1,078,251		
WIOA Youth WOY	\$ 482,191	Professional Services	
Workforce Comm Initiatives WCI	\$ 72,937	Audit Fees	\$ 18,055
		Professional Services (Monitoring)	\$ 33,839
		Legal	\$ -
		W C COG Payroll Fee	\$ 26,543
		Fiscal Agent Fee	\$ 105,345
		Total	\$ 183,782
		Staff Development/Travel	
		Registration Fees	\$ 8,963
		Staff Travel	\$ 15,725
		Meals-Board Mtg.	\$ 879
		Board Member Travel	\$ 2,286
		Total	\$ 27,853
		Marketing	
		Advertising	\$ 176
		Total	\$ 176
		Grand Total	
2023 Board Funding	\$ 15,759,746		
2023 Subrecipient contracts	\$ 13,289,932		
2023 Board Expenditures	\$ 1,194,724		
2023 Infrastructure Cost	\$ 1,275,090		
Difference	\$ (0)		

** FY22 carryover and FY23 funding

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

ISSUE DATE: November 9, 2022

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

Dear Ms. McDaniel:

We recently completed data validation testing of the Workforce Innovation and Opportunity Act (WIOA) program for the State of Texas, as administered by Workforce Solutions North Texas. Data validation is required by the U.S. Department of Labor Employment and Training Administration Training and Employment Guidance Letter (TEGL) 07-18, "Guidance for Validating Jointly Required Performance Data Submitted under the Workforce Innovation and Opportunity Act (WIOA)," and Workforce Development Letter 27-19, Change 3, "State Data Validation Requirements-Update". It is a process for verifying data elements in client records by comparing them to source documentation to ensure compliance with federal requirements and appropriateness of fund use. This data validation initiative was conducted to ensure the accuracy of data collected and reported to United States Department of Labor (USDOL) for the Fiscal Year 2021.

Attached is a Summary Report that outlines the results for each program tested in your area. The scope of review was from July 1, 2020, through June 30, 2021.

We appreciate the support of you and your staff and look forward to our continuing partnership to ensure the quality of the data reported by the State of Texas.

Sincerely,



Mary B. Millan, Director of Field Operations
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

WIOA Data Validation Results Report

PY2022 Data Validation Results for North Texas (3)



WIOA Adult

Assessment

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Recognized Credential (WIOA)	11	1	9.09%
Date Attained Recognized Credential (WIOA)	11	1	9.09%
Type of Recognized Credential #2 (WIOA)	6	0	0%
Date Attained Recognized Credential #2 (WIOA)	6	0	0%
<i>SUB TOTALS</i>	<i>34</i>	<i>2</i>	<i>5.88%</i>

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	13	0	0%
Individual with a Disability (WIOA)	1	0	0%
Employment Status at Program Entry (WIOA)	3	0	0%
Date of Actual Dislocation	1	0	0%
Supplemental Nutrition Assistance Program (SNAP)	5	0	0%
Low Income Status at Program Entry (WIOA)	10	0	0%
<i>SUB TOTALS</i>	<i>33</i>	<i>0</i>	<i>0.00%</i>

Education

Field Description	Records Tested	Records Unmet	Unmet Percentage
Highest Educational Level Completed at Program Entry (WIOA)	13	0	0%
School Status at Program Entry (WIOA)	13	0	0%
<i>SUB TOTALS</i>	<i>26</i>	<i>0</i>	<i>0.00%</i>

Service Tracking

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Training Service #1 (WIOA)	12	0	0%
Date of Program Entry (WIOA)	13	1	7.69%
Date of Program Exit (WIOA)	13	0	0%
<i>SUB TOTALS</i>	<i>38</i>	<i>1</i>	<i>2.63%</i>

WIOA Dislocated Worker

Assessment

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Recognized Credential (WIOA)	5	0	0%
Date Attained Recognized Credential (WIOA)	5	0	0%
Type of Recognized Credential #2 (WIOA)	1	0	0%
Date Attained Recognized Credential #2 (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>12</i>	<i>0</i>	<i>0.00%</i>

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	5	0	0%
Date of Actual Dislocation	1	0	0%
Supplemental Nutrition Assistance Program (SNAP)	1	0	0%
Low Income Status at Program Entry (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>8</i>	<i>0</i>	<i>0.00%</i>

Education

Field Description	Records Tested	Records Unmet	Unmet Percentage
Highest Educational Level Completed at Program Entry (WIOA)	5	0	0%
School Status at Program Entry (WIOA)	5	0	0%
<i>SUB TOTALS</i>	<i>10</i>	<i>0</i>	<i>0.00%</i>

Service Tracking

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Training Service #1 (WIOA)	5	0	0%
Date of Program Entry (WIOA)	5	0	0%
Date of Program Exit (WIOA)	5	0	0%
<i>SUB TOTALS</i>	<i>15</i>	<i>0</i>	<i>0.00%</i>

WIOA Youth

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>1</i>	<i>0</i>	<i>0.00%</i>

Service Tracking

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Training Service #1 (WIOA)	1	0	0%
Date of Program Entry (WIOA)	1	0	0%
Date of Program Exit (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>3</i>	<i>0</i>	<i>0.00%</i>

Texas Workforce Commission

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Bryan Daniel, Chairman
Commissioner Representing
the Public

Julian Alvarez
Commissioner Representing
Labor

Aaron Demerson
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #22.03.0001

ISSUE DATE: November 9, 2022

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

Dear Ms. McDaniel:

We have completed our review of the Child Care Services, Choices (employment services for Temporary Assistance for Needy Families), Employment Services, and Workforce Innovation and Opportunity Act programs administered by Workforce Solutions North Texas. Our review covered the period April 1, 2021, through January 31, 2022.

Our findings are summarized in the enclosed report. TWC Audit Resolution will contact you with an initial notification letter requesting the documentation necessary to resolve the outstanding findings identified in the report. The Board will have 45 calendar days from the issuance of the letter to respond to Audit Resolution with the documentation.

During the review, we tested the Board's monitoring function and found that it incorporates the necessary attributes for certification, e.g., a risk assessment and monitoring plan, program and fiscal reviews, follow ups and resolution process. We are able to place reliance in Fiscal and the following programs: WIOA and Child Care. As a result, we are able to re-certify the monitoring function.

Thank you again for your cooperation and assistance. Should you have any further questions concerning the review, please contact me at (512) 936-3612.

Sincerely,



Mary B. Millan, Director of Field Operations
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

Attachment



Monitoring Report
#22.03.0001
Workforce Solutions North Texas

Issued by Texas Workforce Commission
Subrecipient Monitoring Department

Board Background

Workforce Solutions North Texas is part of Texas Workforce Solutions – a statewide network of 28 Workforce Development Boards for regional planning and service delivery, their contracted service providers and community partners, and the TWC unemployment benefits Tele-Centers. This network, which includes the Texas Workforce Commission, gives customers local access to workforce solutions and statewide services through Workforce Solutions offices and Tele-Centers throughout the state.

The Board serves the following counties: Archer, Baylor, Clay, Cottle, Foard, Hardeman, Jack, Montague, Wichita, Wilbarger and Young.

Equus Workforce Solutions is the subrecipient responsible for management of the Workforce Centers and Rolling Plains Management Corporation is subrecipient responsible for Child Care Services.

Executive Summary

The Texas Workforce Commission, Subrecipient Monitoring Department conducted a review of Workforce Solutions North Texas. This review identified opportunities to strengthen management controls and support compliance with contract requirements.

The Board is responsible for providing its Partners, Subrecipients, and Contractors with these findings and areas of concern and following up to ensure that any needed corrective actions are completed.

Finding #1: Ensure Costs are Reasonable and Necessary

The Board purchased more meals for a Board meeting, held on April 21, 2021, than the amount predetermined as needed from the poll taken for expected attendance. The total purchased was 20 sandwich meals for a total of \$170.00, \$8.50 per meal, when the poll indicated nine people would attend in person. The Board purchased 11 more meals than necessary, resulting in \$93.50 in questioned costs.

The Board should strengthen controls to ensure that the quantity of meals is based on the projected attendance. TWC Audit Resolution will work with the Board on the \$93.50 in questioned cost.

Finding #2: Ensure MOUs and IFAs Meets Requirements

The Board did not ensure its Memoranda of Understanding and Infrastructure Funding Agreements contained all the required elements and that costs were reconciled to ensure the costs were correctly applied. The Board should ensure that MOUs and IFAs contain all required elements, partners contribute to shared costs as required, and shared costs estimated in the IFA are reconciled to actual costs.

Table of Contents

Board Background		2
Executive Summary		2
Findings		
	Ensure Costs are Reasonable and Necessary	4
	Ensure MOUs and IFAs Meets Requirements	5
Appendices		
	A. Abbreviations and Terms	9
	B. Review Objectives, Scope, and Methodology	10
	C. Report Distribution List	11
	D. Exit Conference	11

Findings

Ensure Costs are Reasonable and Necessary

The Board purchased more meals for a Board meeting, held on April 21, 2021, than the amount predetermined as needed from the poll taken for expected attendance. The total purchased was 20 sandwich meals for a total of \$170.00, \$8.50 per meal, when the poll indicated nine people would attend in person. The Board purchased 11 more meals than necessary, resulting in \$93.50 in questioned costs.

Without adequate controls, there is no assurance that expenditures are reasonable and necessary under state and federal requirements, which may lead to questioned costs.

Technical Assistance Bulletin 259: Provision of Meals and Refreshments states the following:

“Reasonable, Necessary, and Allowable

Boards are required, under Chapter 802, the Texas Workforce Commission’s Integrity of the Texas Workforce System rules, to adhere to the requirements of Office of Management and Budget (OMB) Circulars A-21, A-87, and A-122, which require all costs to be reasonable, necessary, allocable, and adequately documented in order to be allowable. Additionally, these cost principles specifically allow for the costs of meals incidental to the cost of meetings and conferences where the primary purpose is the dissemination of technical information. The allowability of meals and refreshments— e.g., bottled water, coffee, other nonalcoholic beverages, fruit, cookies, pastries— provided during other events (such as job fairs, awards ceremonies, etc.) is subject to the same cost principles. While the allowability of such costs is determined on a case-by-case basis, it is important to consider:

- the reasonableness of the aggregate costs to demonstrate that Boards have “acted with [due] prudence in circumstances, considering their responsibilities to the governmental unit, its employees, the public at large, and the state or Federal Government” [Uniform Grant Management Standards (UGMS)]; and
- aggregate costs periodically—e.g., over a 12-month period—to identify needed changes to policies in order to avoid incurring individual and aggregate costs that appear excessive or lavish.

Justification

The costs of meals and refreshments are not inherently allowable or unallowable. However, in accordance with the authorities cited above, costs can be incurred only when necessary and reasonable for the proper and efficient performance and administration of a grant award.

Examples of when a bona fide need arises to incur such costs include, but are not limited to, the following:

- an all-day meeting will not cover all necessary technical information unless technical information is also provided during a time when a meal would normally be consumed;
- technical information needs to be provided on a date when the only time that attendees are available to attend the meeting is during a mealtime;
- it is necessary to hold the event or provide the technical information during a time when a meal would normally be consumed, and attendance would be diminished because attendees would forego the event or technical assistance for their meal; or
- disruption of scheduled events (e.g., whether attendees would be likely to return—or their absence would cause significant delays—if required to leave the event to obtain a meal or refreshments).

Other key factors affecting the allowability of such costs include:

- the reasonableness of the cost (i.e., the per-participant cost is not excessive when compared to what a prudent person might incur under the circumstances);
- the event duration or timing (e.g., all day or when it is necessary to hold or continue an activity during a normal mealtime);
- location (e.g., limited access to or limited number of establishments); and
- quantity of meals or refreshments provided compared to projected attendance.”

FMGC Chapter 8: Cost Principles, General Allowability Criteria states:

“In order to be allowable under a federal or state award, a cost must meet the general allowability criteria established by the Office of Management and Budget Circulars, and/or the Uniform Grant Management Standards, as applicable.

A cost must meet the following general criteria in order to be allowable under a federal or state award:

- Be necessary and reasonable for proper and efficient performance and administration of the award.”

Recommendation

The Board should strengthen controls to ensure that the quantity of meals is based on the projected attendance. TWC Audit Resolution will work with the Board on the \$93.50 in questioned cost.

Ensure MOUs and IFAs Meets Requirements

The Board did not ensure its Memoranda of Understanding and Infrastructure Funding Agreements contained all the required elements and that costs were reconciled to ensure costs were correctly applied.

Specifically, the following issues were identified:

- For both SCSEP partners and one AEL partner, the Board did not periodically reconcile the one-stop operating budget against actual costs incurred and adjust shared costs charged to the partners accordingly. Details include:
 - for one SCSEP partner and one AEL partner, de minimis calculation were provided but were not reconciled against actual cost per MOU/ IFA costs.
 - for another SCSEP partner, support was not provided to show actual cost of de minimis calculations for this partner.
- Also, one SCSEP MOU was lacking one element required by the *WIOA Guide to Texas Workforce System Operations*, which was a description of the process to be used among workforce partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached.

Without meeting all requirements set in the Workforce Innovation and Opportunity Act Guide to Texas Workforce System Operations, Boards cannot ensure that infrastructure costs are shared with local partners or that the program is functioning appropriately.

WIOA, Guide to Texas Workforce System Operations, TWC, Workforce Development Division, December 2020, D. Infrastructure Funding, 1. Texas Workforce System Operating Costs states:

“Infrastructure Costs

Infrastructure costs are non-personnel costs that are necessary for the general operation of the Workforce Solutions Office. Infrastructure costs include, but are not limited to, the following non-personnel costs:

- The rental costs of the facilities
- The costs of utilities and maintenance
- The costs of equipment (including assessment-related products and assisting technology for individuals with disabilities)
- The costs of technology to facilitate access to the Workforce Solutions Office, including technology used for planning and outreach activities.”

...Infrastructure Costs - Funding Options

...Valuation of Noncash and Third-Party In-Kind Contributions

...As required by 20 CFR §678.720(c)(5), all workforce partner contributions, regardless of type, must be reconciled on a regular basis (monthly or quarterly), comparing actual expenses incurred to relative benefits received, to ensure that each workforce partner program is contributing its proportionate share in accordance with the terms of the MOU.

....As cited in 2 CFR Part 200, all workforce partner contributions, regardless of the source, must be reconciled and adjusted accordingly on a regular basis (monthly or quarterly) to ensure that each workforce partner is contributing no more than its proportionate share, based on the relative benefits received.

2. One-Stop Operating Budget, Benefits

Definition of the One-Stop Operating Budget...

WIOA §121(c)(2)(A) requires that each MOU contain provisions describing how the costs of the services to be provided through the local workforce system and the operating costs of the workforce system will be funded. Furthermore, 20 CFR §678.755(b) requires Boards and workforce partners to establish, in the MOU, how they will fund the infrastructure costs and other shared costs of the Workforce Solutions Offices. In the MOU, Boards and workforce partners must also include identification of an infrastructure and shared services budget. This infrastructure and shared services budget is also known as the one-stop operating budget.

The one-stop operating budget and supporting schedules must be included in the MOU (20 CFR §678.760(e)). The one-stop operating budget shows each contributing workforce partner’s allocable share of the operating costs of the workforce system. Supporting schedules show the cost allocation methodology and basis used to arrive at those amounts.

...As required by 20 CFR §678.755(b), the one-stop operating budget must be periodically reconciled against actual costs incurred and adjusted accordingly.

3. Cost Allocation Methodology

...Relative Benefits Received

...workforce partner contributions that are initially based on budgeted amounts must be reviewed and reconciled periodically during the program year against actual costs incurred. Adjustments must be made to ensure that workforce partner contributions are proportionate to their use of the Workforce Solutions Office and the relative benefits received.

Standards for Acceptable Bases

"The standards for acceptable allocation bases are as follows:

...Represents Actual Cost or Effort Expended should be a measure of actual cost or actual effort expended. It should be based on historical data and not solely on a plan, projection, budget, job description, or other estimates of planned activity. This means that workforce partner contributions determined from allocation methodologies based originally on a budget must be reconciled periodically to actual costs to ensure that the contribution reflects the relative benefits received by the partner over time".

...Actual Costs - any method that initially uses estimated numbers, such as, participants, data elements, space use, or other costs that must use pre-budgeted, amounts, must be adjusted to actual data when it is available. Cost allocation must be determined using actual costs. While workforce partners may agree on a methodology for determining the proportionate share of costs by partner and for conducting preliminary allocations based on estimates or the shared budget, these estimates must be reconciled to actual costs on a periodic basis. An integral part of this step in the process is developing a schedule for the provision of information and the reconciliation process".

...Budget Controls

The one-stop operating budget must be periodically reconciled against actual costs incurred and adjusted accordingly. This reconciliation ensures that the budget reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each workforce partner in proportion to the partner's use of the Workforce Solutions Office and the relative benefit received.

...4. Infrastructure Funding Agreement, Requirements for Infrastructure Funding Agreements

Requirements for Infrastructure Funding Agreements

Boards must include the following information related to infrastructure costs in their IFAs:

- A budget that outlines the infrastructure costs for the comprehensive center and any affiliate sites in the workforce area and includes a detailed description of the costs included in each line item
- The cost allocation methodology chosen to charge each workforce partner in proportion to the partner's use of the Workforce Solutions Office and the benefit received, in accordance with Uniform Guidance
- The initial proportionate share of infrastructure costs allocated to each partner based on the agreed-upon cost allocation methodology, each partner's estimated total contribution amount, and the funding type; that is, cash, noncash (in-kind), and/or third-party in-kind contributions. The initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly
- Any noncash or in-kind contributions must include a description of the method by which the value of the contribution was or will be fairly evaluated (see Funding Options in Section I of Part D of this guide for detailed descriptions of cash, noncash, and third-party contributions)
- ...The steps the Board, CEOs, and workforce partners used to reach consensus...
- A description of the process to be used among workforce partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached

...5. Local Infrastructure Funding Mechanism

Requirement for the LFM

- In accordance with 20 CFR §678.715(a)(1), the LFM must meet all of the following requirements:
- ...Workforce partner contributions must be periodically reviewed (monthly or quarterly) and reconciled against actual costs incurred and adjusted to ensure that actual costs charged to any workforce partner are proportionate to the use of the Workforce Solutions Office and relative to the benefit received by the workforce partner and its respective programs or activities.”

Recommendation

The Board should ensure that MOUs and IFAs contain all required elements, partners contribute to shared costs as required, and that shared costs estimated in the IFA are reconciled to actual costs.

Appendix A. Abbreviations and Terms

Board	Workforce Solutions North Texas
CCS	Child Care Services
CEO	Chief Executive Officer
CFR	Code of Federal Regulations
Choices	Employment services for TANF (Temporary Assistance for Needy Families)
DFPS	Department of Family and Protective Services
ES	Employment Services
FMGC	Financial Manual for Grants and Contracts
IFA	Infrastructure Facilities Agreement
LFM	Local Infrastructure Funding Mechanism
MOU	Memorandum of Understanding
OMB	Office of Management and Budget
QA	Quality Assurance
SCSEP	Senior Community Service Employment Program
SNAP E&T	Supplemental Nutrition Assistance Program Employment and Training
TWC	Texas Workforce Commission
UGMS	Uniform Grant Management Standards
WIOA	Workforce Innovation and Opportunity Act

Appendix B. Review Objectives, Scope, and Methodology

Review Objectives

The purpose of our review was to provide reasonable assurance that Workforce Solutions North Texas uses TWC grant resources in accordance with state and federal requirements. We also sought to determine whether activities are conducted toward the goal of achieving program objectives while maintaining fiscal accountability.

Scope and Methodology

Monitoring reviewed the CCS, Choices, ES, and WIOA programs administered by the Board. We conducted this review from April 11, 2022, to April 16, 2022. Our goal was to provide reasonable but not absolute assurance regarding compliance with contract terms and objectives.

Toward this goal, we randomly selected and tested samples of transactions that occurred during the period of April 1, 2021, through January 31, 2022. Although no material issues came to the reviewers' attention other than those contained in this report, there is no assurance that other issues may not exist. Within the accounting and program books, records and documentation we tested control systems and transactions in the following areas:

Board

- Monitoring and Oversight
 - Monitoring Certification
 - Monitoring Recertification
- Automation
- Governance
 - MOUs and IFAs

Child Care

- DFPS Referrals
- Recoupment

Service Provider

- Choices
- Noncooperation

Fiscal

- Allowable Costs and Pooled Expenditures
 - Disbursements
 - Cost Allocation
- Procurement
 - Small and Micro-Purchases
 - Formal
- Fiscal Controls
 - Cash Management
 - Financial Reporting

Appendix C. Report Distribution List

Copies of the report will be provided to the following parties:

Workforce Solutions North Texas

Kristin Little, Chair

United States Department of Health and Human Services

Gwendolyn Jones, Regional Program Manager

Deborah Daniels, Program Specialist

Alisa Matthews, Program Specialist

United States Department of Labor

Nicholas E. Lalpui, Regional Administrator, Employment and Training Administration

M. Frank Stluka, Regional Director, Office of State Systems, Employment and Training Administration

Texas Workforce Commission

Bryan Daniel, Chairman and Commissioner Representing the Public

Julian Alvarez, III, Commissioner Representing Labor

Aaron Demerson, Commissioner Representing Employers

Edward Serna, Executive Director

Randy Townsend, Deputy Executive Director

Courtney Arbour, Director, Division of Workforce Development

Reagan Miller, Director, Division of Child Care and Early Learning

Charles E. Ross, Jr., Director, Division of Fraud Deterrence and Compliance Monitoring

Chris Nelson, Chief Financial Officer

Adam Leonard, Director, Division of Information, Innovation and Insight

Appendix D. Exit Conference

Date: April 14, 2022

Attendees:

Lisa McDaniel, Executive Director, Workforce Solutions North Texas

Josie Gonzalez, Child Care Contract Manager, Workforce Solutions North Texas

Sharon Hulcy, Contract Manager, Workforce Solutions North Texas

Scott W. Essary, Program Supervisor, Equus Workforce Solutions

Crystal Ojeda, Program Supervisor, Equus Workforce Solutions

Darla Silva, Quality Assurance, Equus Workforce Solutions

Annette Jackson, Project Accountant, Equus Workforce Solutions

Leslee Escobedo, Child Care Program Director, Rolling Plains Management Corporation

Keren Whitney, Financial Director, Childcare, Rolling Plains Management Corporation

Tiffany Jones, Lead Client Services Specialist/QA Childcare, Rolling Plains Management Corporation

Dennis Wilde, Executive Director, Nortex Regional Planning Commission

Shana Ferguson, Finance Director, Nortex Regional Planning Commission

Lanette McHazlett Sanchez, Project Manager, TWC

Nadine Butler, Monitor, TWC

George Daiy, Monitor, TWC

Roger Weiselogel, Monitor, TWC

Tangela Johnson, Monitor, TWC

Texas Workforce Commission

A Member of Texas Workforce Solutions

Report #22.03.0001

ISSUE DATE: November 9, 2022

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

Dear Ms. McDaniel:

Our review of the Supplemental Nutrition Assistance Program Employment and Training program administered by Workforce Solutions North Texas indicates fiscal and program systems are effectively managed.

The review covered the period April 1, 2021, to January 31, 2022, and included tests of transactions and fiscal and program controls.

We appreciate the cooperation and assistance you and your staff provided throughout the review. Should you have any questions, please contact me at (512) 936-3612.

Sincerely,



Mary B. Millan, Director of Field Operations
Subrecipient Monitoring
Fraud Deterrence and Compliance Monitoring Division

cc: Kristin Little, Chair, Workforce Solutions North Texas
Gwendolyn Jones, Regional Program Manager, U. S. Department of Health and Human Services
Deborah Daniels, Program Specialist, U. S. Department of Health and Human Services
Alisa Matthews, Program Specialist, U. S. Department of Health and Human Services
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
Randy Townsend, Deputy Executive Director, TWC
Courtney Arbour, Director, Division of Workforce Development, TWC
Charles E. Ross, Jr., Director, Division of Fraud Deterrence and Compliance Monitoring, TWC
Chris Nelson, Chief Financial Officer, TWC
Adam Leonard, Director, Division of Information, Innovation, and Insight, TWC

Bryan Daniel, Chairman
Commissioner Representing
the Public

Julian Alvarez
Commissioner Representing
Labor

Aaron Demerson
Commissioner Representing
Employers

Edward Serna
Executive Director

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

November 16, 2022

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

Dear Ms. McDaniel:

This letter is regarding findings identified in the Texas Workforce Commission (TWC) Monitoring Report #22.03.0001. This report included a review of the Child Care Services, Choices (employment services for Temporary Assistance for Needy Families), Employment Services, and Workforce Innovation and Opportunity Act programs administered by Workforce Solutions North Texas (Board). This monitoring review identified the following findings that require further resolution action as outlined below:

Finding: Ensure Costs are Reasonable and Necessary

The Board purchased more meals for a Board meeting, held on April 21, 2021, than the amount predetermined as needed from the poll taken for expected attendance. The total purchased was 20 sandwich meals for a total of \$170.00, \$8.50 per meal, when the poll indicated nine people would attend in person. The Board purchased 11 more meals than necessary, resulting in \$93.50 in questioned costs.

Without adequate controls, there is no assurance that expenditures are reasonable and necessary under state and federal requirements, which may lead to questioned costs.

Documentation Required:

The recommendation in the monitoring report states that the Board should strengthen controls to ensure that the quantity of meals is based on the projected attendance. Please provide implemented controls which address the weakness identified.

Regarding the questioned costs, if there's additional documentation you wish for us to consider in allowing the cost of \$93.50 for the 11 additional meals, please provide it for our review. If there's no additional documentation and you agree with the questioned costs, please provide a check payable to TWC in the amount of \$93.50, the amount of the 11 extra meals. The payment made must be from unrestricted, non-federal, non-state funds. On the attached Cash Remittance Form, please be sure to

indicate on the form that payment is made from unrestricted, non-federal, and non-state funds, for disallowed costs. Please also include the contract number(s) the payment was originally charged to. Mailing addresses are on the top right corner of the form. Prior to mailing, please forward a copy of the completed cash remittance form and a copy of the check via email to me, for our files.

Finding: Ensure MOUs and IFAs Meets Requirements

The Board did not ensure its Memoranda of Understanding and Infrastructure Funding Agreements contained all the required elements and that costs were reconciled to ensure costs were correctly applied.

Specifically, the following issues were identified:

- For both SCSEP partners and one AEL partner, the Board did not periodically reconcile the one-stop operating budget against actual costs incurred and adjust shared costs charged to the partners accordingly. Details include:
 - for one SCSEP partner and one AEL partner, de minimis calculation were provided but were not reconciled against actual cost per MOU/ IFA costs.
 - for another SCSEP partner, support was not provided to show actual cost of de minimis calculations for this partner.
- Also, one SCSEP MOU was lacking one element required by the WIOA Guide to Texas Workforce System Operations, which was a description of the process to be used among workforce partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached.

Without meeting all requirements set in the Workforce Innovation and Opportunity Act Guide to Texas Workforce System Operations, Boards cannot ensure that infrastructure costs are shared with local partners or that the program is functioning appropriately.

Documentation Required:

The recommendation in the monitoring report states that the Board should ensure that MOUs and IFAs contain all required elements, partners contribute to shared costs as required, and that shared costs estimated in the IFA are reconciled to actual costs. Please provide implemented controls and procedures to address each of the weaknesses identified which ensure MOUs and IFA requirements are met, as indicated in the [*WIOA Guide to Texas Workforce System Operations*](#). In addition, please provide de minimis shared costs calculations and recent reconciliations to actual costs for SCSEP and AEL partners. Lastly, please provide recent training agenda and sign in sheets for this area, if conducted.

Please provide the above information within 45 calendar days from the date of this letter to Ruth C. Cureton, via email ruth.cureton@twc.texas.gov. Additional documentation may be requested at a future date based on the documentation submitted.

Ms. McDaniel
Page 3
November 16, 2022

Thank you in advance for your cooperation and assistance. Should you have any further questions or concerns, please contact Ruth C. Cureton at (512) 936-2506 or me at (512) 354-9616 or judy.ohn@twc.texas.gov.

Sincerely,

Judy Ohn

Judy Ohn
Director of Fiscal Services and Audit Resolution

Enclosure

Workforce Solutions North Texas
Grant Spending Report
Report date: As of 10/31/2022

Acct Code	Grant Number	Workforce Program	Grant Period	Total Grant Award	Total Grant Expended	Balance Remaining	% Remaining
33-878	3018VRS180	Paid Work Experience	04/01/19 - 09/30/23	225,000.00	39,696.86	185,303.14	82%
33-880	NT2020-1	PATH	01/01/20 - 03/31/23	90,000.00	42,475.72	47,524.28	53%
33-898	3018VRS142	Student Hire Ability Navigator	09/01/20 - 08/31/23	226,000.00	153,393.50	72,606.50	32%
33-912	0321DON001	DON - Home Grant	04/23/21 - 10/31/22	50,000.00	48,331.84	1,668.16	3%
33-913	0321WOA001	WOA - Adult	07/01/21 - 06/30/23	338,322.00	319,812.20	18,509.80	5%
33-914	0321WOD001	WOD - Dislocated Workers	07/01/21 - 06/30/23	719,852.00	501,342.77	218,509.23	30%
33-915	0321WOY001	WOY - Youth	07/01/21 - 06/30/23	322,902.00	248,149.25	74,752.75	23%
33-917	0322COL001	Infrastructure Support Services - Ongoing	09/01/21 - 10/31/22	165,896.51	132,199.25	33,697.26	20%
33-918	0322CCP001	Protective Regulatory Services	09/01/21 - 12/31/22	682,000.00	674,107.29	7,892.71	1%
33-919	0322CCF001	Child Care - CCF	10/01/21 - 12/31/22	8,468,451.00	7,645,802.15	822,648.85	10%
33-1000	0322SNE001	SNAP E & T	10/01/21 - 09/30/22	333,787.00	333,787.00	0.00	0%
33-1001	0322CCM001	Child Care Local Match	10/01/21 - 12/31/22	588,350.00	67,606.64	520,743.36	89%
33-1002	0322CCX001	Service Industry Recovery SIR	10/01/21 - 03/31/23	314,483.00	211,568.48	102,914.52	33%
33-1003	0322TAF001	Temporary Assistance to Needy Families	10/01/21 - 10/31/22	951,177.00	931,711.07	19,465.93	2%
33-1004	0322WPA001	Wagner-Peyser Employment Service	10/01/21 - 12/31/22	29,593.00	29,407.32	185.68	1%
33-1005	0322WCI001	Workforce Commission Incentives	10/01/21 - 05/31/23	150,562.00	124,304.20	26,257.80	17%
33-1006	0322CCQ001	Child Care Quality	10/01/21 - 10/31/22	616,112.00	410,084.44	206,027.56	33%
33-1007	0322TVC001	Texas Veteran's Commission	10/01/21 - 09/30/22	16,200.00	16,200.00	0.00	0%
33-1010	0322TRA001	Trade Adjustment Act	10/01/21 - 12/31/22	41,155.00	33,941.77	7,213.23	18%
33-1012	0322WOS001	WOS- Military Family Support	01/01/22 - 12/31/22	69,576.00	57,426.87	12,149.13	17%
33-1013	0322BSA001	BSA - Board Service Awards	01/01/22 - 12/31/22	200,000.00	97,422.74	102,577.26	51%
33-1014	3022VRS028	Summer Earn and Learn	10/01/21 - 09/30/23	178,962.18	51,054.44	127,907.74	71%
33-1015	0322WOA001	WOA - Adult	07/01/22 - 06/30/24	392,343.00	5,226.44	387,116.56	99%
33-1016	0322WOD001	WOD - Dislocated Workers	07/01/22 - 06/30/24	777,480.00	0.00	777,480.00	100%
33-1017	0322WOY001	WOY - Youth	07/01/22 - 06/30/24	376,370.00	0.00	376,370.00	100%
33-1018	0322WOR001	WIOA - Rapid Response	07/01/22 - 06/30/23	20,258.00	185.16	20,072.84	99%
33-1019	0323COL001	Infrastructure Support Services - Ongoing	09/01/22 - 10/31/23	149,099.76	16,463.12	132,636.64	89%
33-1020	0323CCP001	Protective Regulatory Services	09/01/22 - 12/31/23	816,400.00	136,891.85	679,508.15	83%
33-1021	0323CCF001	Child Care - CCF	10/01/22 - 12/31/23	7,217,245.00	0.00	7,217,245.00	100%
33-1022	0323SNE001	SNAP E & T	10/01/22 - 09/30/23	141,698.00	9,491.98	132,206.02	93%
33-1023	0323TAF001	Temporary Assistance to Needy Families	10/01/22 - 10/31/23	936,138.00	11,209.45	924,928.55	99%
33-1024	0323CCM001	Child Care Local Match	10/01/22 - 12/31/23	591,964.00	0.00	591,964.00	100%
33-1025	0323WCI001	Workforce Commission Incentives	10/01/22 - 09/30/23	42,217.00	13.08	42,203.92	100%
33-1026	0323CCQ001	Child Care Quality	10/01/22 - 10/31/23	656,033.00	0.00	656,033.00	100%
33-1027	0323WPA001	Wagner-Peyser Employment Service	10/01/22 - 12/31/23	32,174.00	555.45	31,618.55	98%
33-1028	0323REA001	Reemployment Services and Eligibility A	10/01/22 - 09/30/23	180,238.00	9,142.73	171,095.27	95%
33-1029	0323TRA001	Trade Adjustment Act	10/01/22 - 12/31/23	10,000.00	0.00	10,000.00	100%
33-1030	0323RAG001	Resource Administration Grant	10/01/22 - 09/30/23	6,346.00	600.81	5,745.19	91%
33-1031	0323WOO001	WOO - Additional Funding	10/01/22 - 09/30/23	63,450.00	596.94	62,853.06	99%
33-1032	0322TVC001	Texas Veteran's Commission	10/01/22 - 09/30/23	19,866.00	254.25	19,611.75	99%

Board Procurement List
12/1/2021 - 11/30/2022

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
2B Promotional Products	6/2/22	\$ 1,240.40	2021 Annual Reports	Micro		
2B Promotional Products	10/3/22	\$ 619.00	Employee Shirts for Transition Fair	Micro	\$ 619.00	\$ 1,859.40
Adobe	12/28/21	\$ 78.50	Acrobat Pro DC for 5	Micro		
Adobe	1/28/22	\$ 78.50	Acrobat Pro DC for 5	Micro		
Adobe	2/28/22	\$ 78.50	Acrobat Pro DC for 5	Micro		
Adobe	3/28/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	4/30/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	5/23/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	6/28/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	7/28/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	8/29/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	9/23/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	10/5/22	\$ 359.88	Creative Cloud	Micro		
Adobe	10/23/22	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	11/23/22	\$ 84.95	Acrobat Pro DC for 5	Micro	\$ 529.78	\$ 1,359.93
Amazon	12/21/21	\$ 427.49	Monitors, Dymo tape, and Labels	Micro		
Amazon	1/20/22	\$ 29.99	Acrylic Sign Holder	Micro		
Amazon	2/8/22	\$ 395.60	Headsets for the BSA Project	Micro		
Amazon	2/21/22	\$ 55.67	Office Supplies	Micro		
Amazon	2/28/22	\$ 57.06	Office Supplies	Micro		
Amazon	3/22/22	\$ 1,477.00	Dell PC for Board Staff	Micro		
Amazon	4/5/22	\$ 25.99	Surface Mouse for Board Staff	Micro		
Amazon	6/7/22	\$ 74.48	2 Black Toners for Admin. Asst. Copy/Printer for Business Use	Micro		
Amazon	6/15/22	\$ 299.99	Black And White Printer for BSA Project	Micro		
Amazon	6/15/22	\$ 1,511.84	8 Dell Monitors 24 In BSA Project	Micro		
Amazon	6/28/22	\$ 52.34	Office Supplies for Staff	Micro		
Amazon	7/1/22	\$ 6,930.00	90 Chromebooks for Student of Cafe Con Leche	Micro		
Amazon	7/7/22	\$ 1,355.00	Replacement Surface for Staff	Micro		
Amazon	7/8/22	\$ 159.84	8 Head Sets for BSA Project	Micro		
Amazon	7/21/22	\$ 64.87	Doorbell, Clorox Wipes and Kn95 Masks for The Board	Micro		
Amazon	7/28/22	\$ 249.98	Microsoft Office BSA Project	Micro		
Amazon	8/9/22	\$ 237.54	Binders and Sheet Protectors for BSA Project	Micro		
Amazon	9/9/22	\$ 989.99	Scanner for CC Program Director	Micro		
Amazon	9/13/22	\$ 35.99	Handheld Sign Holders for Transition Fair	Micro		
Amazon	9/19/22	\$ 16.08	Supplies from Amazon for Transition Fair	Micro		
Amazon	9/21/22	\$ 51.97	Supplies from Amazon for Transition Fair	Micro		
Amazon	9/29/22	\$ 26.54	Heavy Duty Stapler	Micro		\$ 14,525.25
B&H photo	12/28/21	\$ 69.99	Power Cord	Micro		
B&H photo	4/29/22	\$ 3,079.78	Microsoft Office BSA Project	Micro		
B&H photo	5/27/22	\$ 479.84	AZO Keyboards BSA Project	Micro		
B&H photo	6/15/22	\$ 5,032.00	8 Dell OPT 3080 Computers BSA Project	Micro		\$ 8,661.61
Benchmark Business Solutions TWC	12/10/21	\$ 80.59	Copier Monthly Maintenance	Micro		
Benchmark Business Solutions TWC	12/22/21	\$ 66.95	Copier Monthly Maintenance	Micro		
Benchmark Business Solutions TWC	1/24/22	\$ 32.44	Copier Monthly Maintenance	Micro		
Benchmark Business Solutions TWC	2/21/22	\$ 36.68	Copier Monthly Maintenance	Micro		
Benchmark Business Solutions TWC	3/23/22	\$ 86.30	Copier Monthly Maintenance	Micro		\$ 302.96
Best Buy	5/10/22	\$ 43.28	Mini Display Port to HDMI Adaptor	Micro		\$ 43.28
BlueAlly Technology	11/9/22	\$ 6,179.07	Meraki License Renewal 2022	Micro	\$ 6,179.07	\$ 6,179.07
Boley and Featherston Insurance	2/10/22	\$ 991.00	Directors Officers Liability Renewal and service Fee	Micro		\$ 991.00
Budget Blinds	9/13/22	\$ 1,964.00	Solar Shades for the Galaxy Center Reconstruction	Micro		\$ 1,964.00
Breachlock	6/30/22	\$ 8,900.00	Cyber Security for Network	Micro		\$ 8,900.00
Calendy	12/28/21	\$ 16.24	Calendy	Micro		
Calendy	1/11/22	\$ 16.24	Calendy	Micro		
Calendy	2/10/22	\$ 108.00	Calendy yearly subscription Feb 2023	Micro		\$ 140.48
Card My Yard	9/16/22	\$ 90.00	Card My Yard for Transition Fair	Micro	\$ 90.00	\$ 90.00
CDW Government Inc	12/22/21	\$ 264.50	TONERS	Micro		
CDW Government Inc	1/11/22	\$ 28.28	Startech USB-C to HDMI Cable	Micro		
CDW Government Inc	2/22/22	\$ 653.96	HP Laser Printer for Resource Room	Micro		
CDW Government Inc	4/8/22	\$ 877.84	8 3M Privacy Filters for Monitors BSA Project	Micro		
CDW Government Inc	4/12/22	\$ 326.59	HP Laserjet Printer for Graham Center	Micro		
CDW Government Inc	4/14/22	\$ 1,536.22	22 3M Privacy Filters for Monitors BSA Project	Micro		
CDW Government Inc	6/1/22	\$ 877.84	8 Privacy Filters For BSA Project	Micro		
CDW Government Inc	6/10/22	\$ 1,632.95	(5) Hp Laserjet Pro M404dw Printer BSA Project	Micro		
CDW Government Inc	7/11/22	\$ 563.04	4 Ms Office Home & Student For BSA Project	Micro		
CDW Government Inc	10/20/22	\$ 1,905.55	Printer Ink for Board Office	Micro	\$ 1,905.55	\$ 8,666.77
Circle M Bakey	10/11/22	\$ 106.80	Breakfast for Transition Fair	Micro	\$ 106.80	\$ 106.80
Constant Contact	9/24/22	\$ 770.00	Email marketing platform compatible with our WordPress website.	Micro		\$ 770.00
Crane West	12/16/21	\$ 3,500.00	IKEA HOME Grant	Micro		\$ 3,500.00
DAVE'S BUG PRO	1/26/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		

Board Procurement List
12/1/2021 - 11/30/2022

DAVE'S BUG PRO	3/23/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		
DAVE'S BUG PRO	4/6/22	\$ 60.00	Rodent Appt for Board Office	Micro		
DAVE'S BUG PRO	5/24/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		
DAVE'S BUG PRO	7/27/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		
DAVE'S BUG PRO	9/28/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		
DAVE'S BUG PRO	10/19/22	\$ 100.00	Rodents Traps Setup	Micro		
DAVE'S BUG PRO	10/26/22	\$ 50.00	Rodent Service Charge	Micro		
DAVE'S BUG PRO	10/31/22	\$ 50.00	Removal of Deceased Rodent	Micro		
DAVE'S BUG PRO	11/14/22	\$ 50.00	Rodent Service Charge	Micro		
DAVE'S BUG PRO	11/23/22	\$ 60.00	BI MONTHLY PEST CONTROL	Micro		
DAVE'S BUG PRO	11/28/22	\$ 50.00	Rodent Service Charge	Micro	\$ 360.00	\$ 720.00
Dell Technologies	3/21/22	\$ 12,921.40	20 OptiPlex Computers	Small		\$ 12,921.40
Design Works	12/31/21	\$ 1,750.00	IKEA HOME GRANT- EAT MY PLANTS 1 OF 2	Micro		
Design Works	1/18/22	\$ 1,750.00	IKEA HOME GRANT- EAT MY PLANTS 2 OF 2	Micro		
Design Works	1/31/22	\$ 1,750.00	IKEA HOME GRANT- Paleo Hunter 1 of 2	Micro		
Design Works	3/8/22	\$ 1,750.00	IKEA Home Grant - Trophies Project 1 of 2	Micro		
Design Works	3/31/22	\$ 3,500.00	IKEA Home Grant - Dew's Boots Project	Micro		
Design Works	3/31/22	\$ 1,750.00	IKEA HOME GRANT- Paleo Hunter 2 of 2	Micro		
Design Works	4/18/22	\$ 1,750.00	IKEA Home Grant - Trophies Project 2 of 2	Micro		
Design Works	4/18/22	\$ 3,500.00	IKEA Home Grant - Chicka D's Project	Micro		
Design Works	6/15/22	\$ 1,750.00	IKEA Home Grant - Petty Butane 1 of 2	Micro		
Design Works	6/30/22	\$ 1,750.00	IKEA Home Grant - Bumblebee B 1 of 2	Micro		
Design Works	10/17/22	\$ 4,720.60	IKEA Home Grant - Nocona, Petty, Bumble 2 of 2	Micro	\$ 4,720.60	\$ 25,720.60
Diaz and Smith Inc.	3/18/22	\$ 29,120.00	2022 FISCAL MONITORING FOR EQUUS AND ROLLING PLAINS	Small		
Diaz and Smith Inc.	4/29/22	\$ 2,880.00	Risk Assessment & Monitoring Plan	Micro		\$ 32,000.00
Dollar Tree	10/7/22	\$ 39.74	Supplies for Transition Fair	Micro	\$ 39.74	\$ 39.74
Edgin, Parkman, Fleming & Fleming	6/22/22	\$ 975.00	Preparation of IRS Form 990	Micro		\$ 975.00
Empire Paper	2/10/22	\$ 195.60	Hand soap for dispensers paper towels Board Office	Micro		
Empire Paper	7/28/22	\$ 440.25	Paper goods, hand soap for board office	Micro		\$ 635.85
Facebook	12/28/21	\$ 9.51	Facebook Ads	Micro		
Facebook	2/28/22	\$ 15.00	Facebook Ads	Micro		
Facebook	4/29/22	\$ 98.00	Facebook Ads	Micro		
Facebook	7/28/22	\$ 244.77	Facebook Ads	Micro		
Facebook	8/28/22	\$ 5.23	Facebook Ads	Micro		
Facebook	9/17/22	\$ 25.00	Facebook Ads	Micro		
Facebook	10/17/22	\$ 41.56	Facebook Ads	Micro	\$ 41.56	\$ 439.07
Firehouse Subs	1/18/22	\$ 117.35	Board Meeting Meal for 2/24/22	Micro		\$ 117.35
Gallion Consulting	3/9/22	\$ 9,287.60	Safe Cabinet Contract Renewal 9/11/21-9/11/22	Small		
Gallion Consulting	9/6/22	\$ 10,963.50	Safe Cabinet Contract Renewal 9/11/21-9/11/23	Small		\$ 20,251.10
Gary Baker	9/1/22	\$ 1,160.50	Cabinet Demo for reconstruction	Micro		
Gary Baker	9/8/22	\$ 9,867.00	Glass Doors for reconstruction	Small		\$ 11,027.50
Great Big Canvan	9/27/22	\$ 2,189.84	Pictures for Co-Location	Micro	\$ 2,189.84	\$ 2,189.84
Hoegger Communications	1/25/22	\$ 3,950.00	Be Bold Website Package 1st Half Installment 1 Of 2	Micro		
Hoegger Communications	8/30/22	\$ 5,549.00	Be Bold Website Package 2nd Half Installment 2 Of 2	Micro		\$ 9,499.00
Horizon Data Software	6/10/22	\$ 985.60	Reboot Restore RX BSA Project	Micro		\$ 985.60
Hudson Blueprint	9/16/22	\$ 1,931.00	Hanging Signs for the BSA Project	Micro	\$ 1,931.00	\$ 1,931.00
Jason's Deli	4/28/22	\$ 235.25	Board Meeting meals	Micro		\$ 235.25
Johnny Carinos	12/9/21	\$ 209.29	Board Meeting meals	Micro		\$ 209.29
KAUZ	12/31/21	\$ 1,200.00	Commercials for Dec. 2021	Micro		
KAUZ	1/31/22	\$ 750.00	Commercials for January 2022	Micro		\$ 1,950.00
KFDX	1/1/22	\$ 1,270.00	Commercials for Dec. 2021	Micro		
KFDX	1/31/22	\$ 1,145.00	Commercials for Jan 2022	Micro		\$ 2,415.00
McAlister's	6/22/22	\$ 416.91	Board Meeting meals	Micro		\$ 416.91
McBrides	12/28/21	\$ 198.37	Board Meeting meals	Micro		\$ 198.37
McKinney BBQ	8/19/22	\$ 500.00	Board Meeting meals	Micro		\$ 500.00
Microsoft	12/6/21	\$ 64.80	Office 365 Renewal	Micro		
Microsoft	1/6/22	\$ 27.23	Office 365 Additional License	Micro		
Microsoft	2/28/22	\$ 72.00	Microsoft Subscription	Micro		
Microsoft	7/6/22	\$ 3,564.00	Office 365 Renewal	Micro		\$ 3,728.03
NameCheap.com	3/30/22	\$ 14.16	Renewal wfsntx.com	Micro		
NameCheap.com	7/17/22	\$ 15.16	Renewal wfsntx.com	Micro		
NameCheap.com	9/23/22	\$ 14.76	Renewal wfsntx.com	Micro		\$ 44.08
Network Solutions	8/28/22	\$ 58.98	Domain Names	Micro		\$ 58.98
Richard Rogers	3/2/22	\$ 4,250.00	Program Monitoring Services	Micro		\$ 4,250.00
School Outfitters	5/12/22	\$ 655.63	HI LO Adjustable Carrel Desk for Burkburnett BSA Project	Micro		
School Outfitters	5/12/22	\$ 655.63	HI LO Adjustable Carrel Desk for BSA Project Nocona	Micro		
School Outfitters	5/16/22	\$ 1,077.89	HI LO Adjustable Carrel Desk BSA Project Electra	Micro		
School Outfitters	5/18/22	\$ 1,081.47	HI LO Adjustable Carrel Desk for Saint Joe BSA Project	Micro		
School Outfitters	5/18/22	\$ 1,081.47	HI LO Adjustable Carrel Desk for Henrietta BSA Project	Micro		
School Outfitters	5/31/22	\$ 707.35	HI LO Adjustable Carrel Desk for Quanah BSA Project	Micro		
School Outfitters	5/31/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Olney BSA Project	Micro		
School Outfitters	6/1/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Paducah BSA Project	Micro		

Board Procurement List
12/1/2021 - 11/30/2022

School Outfitters	6/10/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Graham BSA Project	Micro		
School Outfitters	6/19/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Seymour BSA Project	Micro		
School Outfitters	6/19/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Jacksboro BSA Project	Micro		
School Outfitters	6/20/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Vernon BSA Project	Micro		
School Outfitters	6/20/22	\$ 1,077.89	HI LO Adjustable Carrel Desk for Holiday BSA Project	Micro		\$ 12,804.67
Solid Border Inc	8/30/22	\$ 952.00	ESET ANTI Virus Protection for Computers	Micro		\$ 952.00
Southern Computer Warehouse	7/18/22	\$ 651.78	6 Privacy Filters BSA Project	Micro		
Southern Computer Warehouse	8/12/22	\$ 4,678.86	6 Dell Laptops for Covid at home employees	Micro		
Southern Computer Warehouse	8/31/22	\$ 8,348.87	Unitrends Cloud Backup	Micro		
Southern Computer Warehouse	10/20/22	\$ 596.94	2 TV wall Mounts for Galaxy	Micro		
Southern Computer Warehouse	10/28/22	\$ 1,061.99	Scanner for Child Care	Micro	\$ 1,658.93	\$ 15,338.44
Shutterstock	5/30/22	\$ 299.00	Annual Subscription	Micro		\$ 299.00
TX CPA	8/28/22	\$ 75.00	Renewal Cert Contract Developer and Manager	Micro		\$ 75.00
Techsoup	5/31/22	\$ 120.00	Antivirus Software for computers BSA Project	Micro		\$ 120.00
United Market Street	10/28/22	\$ 497.11	Board Meeting Meal	Micro	497.11	\$ 497.11
USPS	6/3/22	\$ 287.92	Postage To Mail the Annual Reports	Micro		
USPS	10/8/22	\$ 6.89	Postage	Micro		
USPS	10/20/22	\$ 3.84	Postage	Micro	5.37	\$ 298.65
Visual Edge IT (Benchmark)	4/25/22	\$ 28.69	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	5/23/22	\$ 114.01	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	6/23/22	\$ 91.03	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	7/24/22	\$ 51.76	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	8/25/22	\$ 118.85	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	9/22/22	\$ 91.75	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	10/24/22	\$ 64.29	Copier Monthly Maintenance	Micro	\$ 64.29	\$ 560.38
Walmart	6/2/22	\$ 32.04	Envelopes and mailing labels	Micro		
Walmart	6/13/22	\$ 69.19	Plastic totes	Micro		\$ 101.23
Warren Fonville PLLC	1/10/22	\$ 269.96	Appeal for Big Blue Dispute	micro		
Warren Fonville PLLC	2/11/22	\$ 450.00	Galaxy Lease	micro		
Warren Fonville PLLC	3/1/22	\$ 287.50	Appeal Status and Galaxy Lease	micro		\$ 1,007.46
Webfire	6/29/22	\$ 39,534.00	Cyber Security CoManaged Monitoring Program for Network and Devices	Small		
Webfire	8/1/22	\$ 1,758.00	Merge w/ Webfire Install for Co-Location	Micro		
Webfire	8/9/22	\$ 23,117.00	Data Drops for Galaxy for Co-Location	Small		
Webfire	8/16/22	\$ 32,847.00	8-48 Port PoE switch for server rack for Co-Location	Small		\$ 97,256.00
Welcome To Texoma	8/1/22	\$ 150.00	150 Welcome Baskets	Micro		\$ 150.00
Wilson's Office supply	2/10/22	\$ 123.92	Paper Goods for Board Office	Micro		
Wilson's Office supply	4/11/22	\$ 264.75	Copy Paper for Board Office	Micro		
Wilson's Office supply	8/26/22	\$ 3,114.00	Office Chairs for staff at Board Office	Micro		\$ 3,502.67
ZOOM	12/28/21	\$ 277.00	Cloud and 3 Webinar 500	Micro		
ZOOM	1/29/22	\$ 277.00	Cloud and 3 Webinar 500	Micro		
ZOOM	3/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	4/29/22	\$ 789.50	Standard Pro Annual	Micro		
ZOOM	5/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	6/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	7/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	8/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	9/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	10/29/22	\$ 40.00	Cloud Recording	Micro		
ZOOM	11/29/22	\$ 40.00	Cloud Recording	Micro	\$ 80.00	\$ 1,663.50
Total		\$ 326,145.62			\$ 13,520.79	\$ 326,145.62
DIR vendors on TX Comptrollers website						
Currently this list does not include most leases, travel, training cost, or telecommunications						



1501 Midwestern Pkwy, Suite 101
Wichita Falls, Texas 76302
Phone: 940.767.1432
Fax: 940.322.2683
www.ntxworksolutions.org

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2023 Board Meeting Dates

February 23, 2023

April 27, 2023

June 22, 2023

August 24, 2023

October 26, 2023

December 14, 2023

Note: In-person attendance will be at the Nortex Regional Planning Commission Conference Room, 4309 Jacksboro Hwy, Suite 200 in Wichita Falls. Board meetings will be offered via ZOOM until further notice for those who choose not to attend in person.



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2023 Holidays

New Year's Day	Monday, January 2, 2023
Martin Luther King Jr. Day	Monday, January 16, 2023
Presidents' Day	Monday, February 20, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving	Thursday/Friday, November 23 & 24, 2023
Christmas	Monday/Tuesday, December 25 & 26, 2023

One Floating Holiday

Please mark your calendars with these dates and keep this sheet for your reference.

November 2022

Fund	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Other	Total	Oct 2022- Nov 2022
WIOA Youth	0	0	1	0	0	0	0	0	1	1	1	0	4	6
WIOA Adult	0	0	0	0	1	1	0	1	20	1	0	0	24	32
WIOA DW	0	0	0	0	0	0	0	0	10	0	0	0	10	15
ES	4	1	3	0	1	4	2	17	213	15	9	23	292	591
Vets	1	0	0	0	0	1	0	0	24	0	0	4	30	59
TAA	0	0	0	0	0	0	0	0	6	0	0	0	6	6
TANF/Choices	1	0	0	0	0	0	0	1	16	0	2	5	25	45
SNAP E&T	0	0	0	0	0	0	0	1	17	0	0	2	20	30
WIT ES	12	5	18	2	1	6	6	44	506	50	21	40	711	1,215
Total	18	6	22	2	3	12	8	64	813	67	33	74	1122	1,999

WIT Entered Employment

25 Placements + 14 Went to work = 39 Total Entered Employment for November 2022

Employers Served	Total Services to Employers
147	326

Job Order Report - by County

County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Baylor County	TX	US	12	12	0
Clay County	TX	US	9	10	0
Foard County	TX	US	2	2	0
Hardeman County	TX	US	7	10	0
Jack County	TX	US	19	19	5
Montague County	TX	US	8	8	1
Wichita County	TX	US	166	192	46
Wilbarger County	TX	US	49	98	0
Young County	TX	US	8	8	0
County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Report Totals			285	364	53

Event Results

- **Cottle County Job Fair**, Oct 24, Bicentennial City-County Library in Paducah
 - 9 Employers, 9 job seekers
- **TDCJ Hiring Event**, Oct 25, Workforce Solutions in Wichita Falls
 - 4 job seekers, 1 veteran
- **Hiring Red, White & You Job Fair**, Nov 11, Bill Bartley Family YMCA in Wichita Falls
 - 66 employers, 72 job seekers, 6 veterans

Market Street United – Local Employer of Excellence



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NORTH TEXAS



Cottle County Job Fair



★ ★ ★ ★ ★
WORKFORCE SOLUTIONS
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Hiring Red, White & You Job Fair



Texas Treatment Services

Wichita County

Texas Workforce Commission

Rolling Plains Management

Catholic Charities

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Library Ribbon Cuttings



Nocona



Henrietta

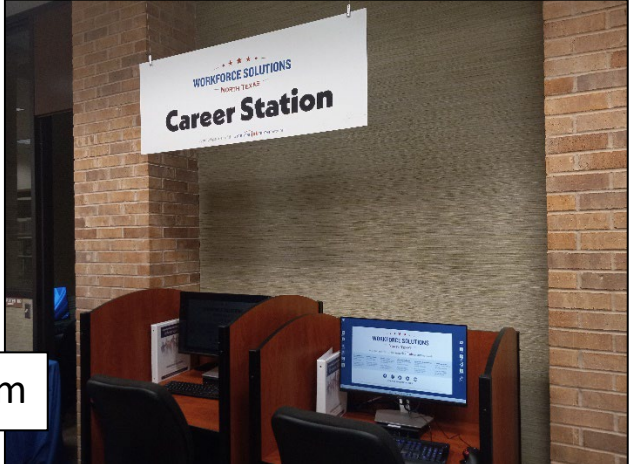
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Paducah



Olney



Graham

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NORTH TEXAS



Honoring our Veterans



Hazel Anderson



Michael Cross, Hazel Anderson, Melayia Crum, Christine Gerber
Not Pictured: David Dohme, Scott Felion



Melayia Crum



Michael Cross

Team



Boss's Day

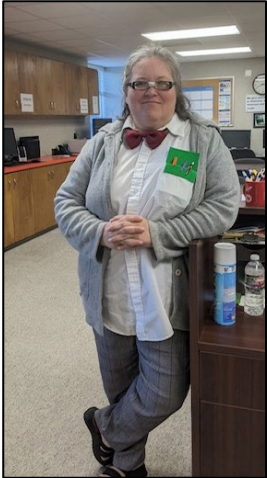
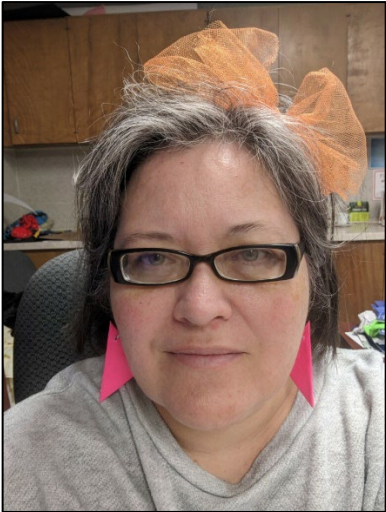
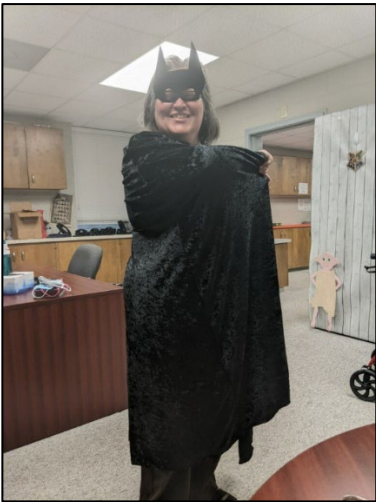


TWC Conference

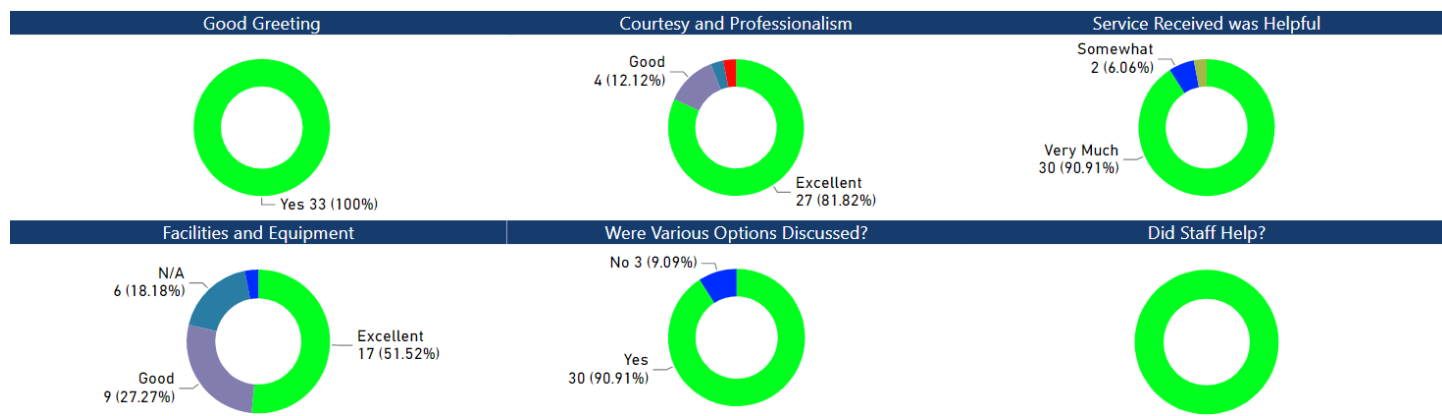
Breast Cancer Awareness



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NORTH TEXAS



95.31% Positive Novembr Survey Results



“Very friendly and answered all questions.”

“Very informative as I received a greater understanding of how the resume tracking system works along with answering questions thoroughly throughout the training.”

“Great Service”

“Enjoyed the speaker. She was honest, funny, encouraging, understanding and helpful.”

Program Updates



Mary Havens joined our team in October.

“My name is Mary Havens and I am so excited and happy to be joining the team as a TRS Mentor and Provider Services Specialist. I was born and raised here in Wichita Falls, attended Wichita Falls High School, and graduated from Midwestern State University with a Bachelor of Arts degree in English and Psychology.

I have been blessed with two amazing daughters, three of the most fantastic grandchildren ever, three of the craziest dogs to ever walk the face of the Earth, and two of the most smug cats ever created.

As a former teacher of littles, I am ecstatic to continue to work with providers of the youngest learners in our community.”

Waiting List Information

--As of December 9, 2022, there are 116 families and **217 children waiting** for child care services.

--The estimated wait time for child care services is currently **0-1 month**.

	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Total
Children on Waitlist	0	0	7	0	0	3	6	13	166	8	14	217

Provider Services

Contracted Child Care Providers still the same since 6/9/2022

County	LCCC Licensed Child Care Centers		LCCH Licensed Child Care Homes		RCCH Registered Child Care Homes		Totals
	TRS	Non-TRS	TRS	Non-TRS	TRS	Non-TRS	
Archer		1	1				3
Baylor		1					1
Clay		1		1		1	3
Cottle	1						1
Foard	1						1
Hardeman	1						1
Jack	2	1					3
Montague	1	2					3
Wichita	22	18	2	7		3	51
Wilbarger	1	4	1	1			7
Young	2	3					5
Totals	31	31	4	9	0	4	79

44.30% of contracted child care centers are Texas Rising Star accredited

Performance and Enrollment Numbers

As of the end of October 2022:

- Total Children in Care= 1294
- Total New Referrals = 43 Families 68 Children

As of the end of November 2022:

- Total Children in Care= 1368
 - Total New Referrals = 49 Families 79 Children
-

November

11th Annual Hiring Red, White, & YOU! Job Fair



TRS Beyond the Page



Thanksgiving Dinner Donation



PPE Giveaway to Centers





Frog Street Curriculum delivery



Labor Market Update

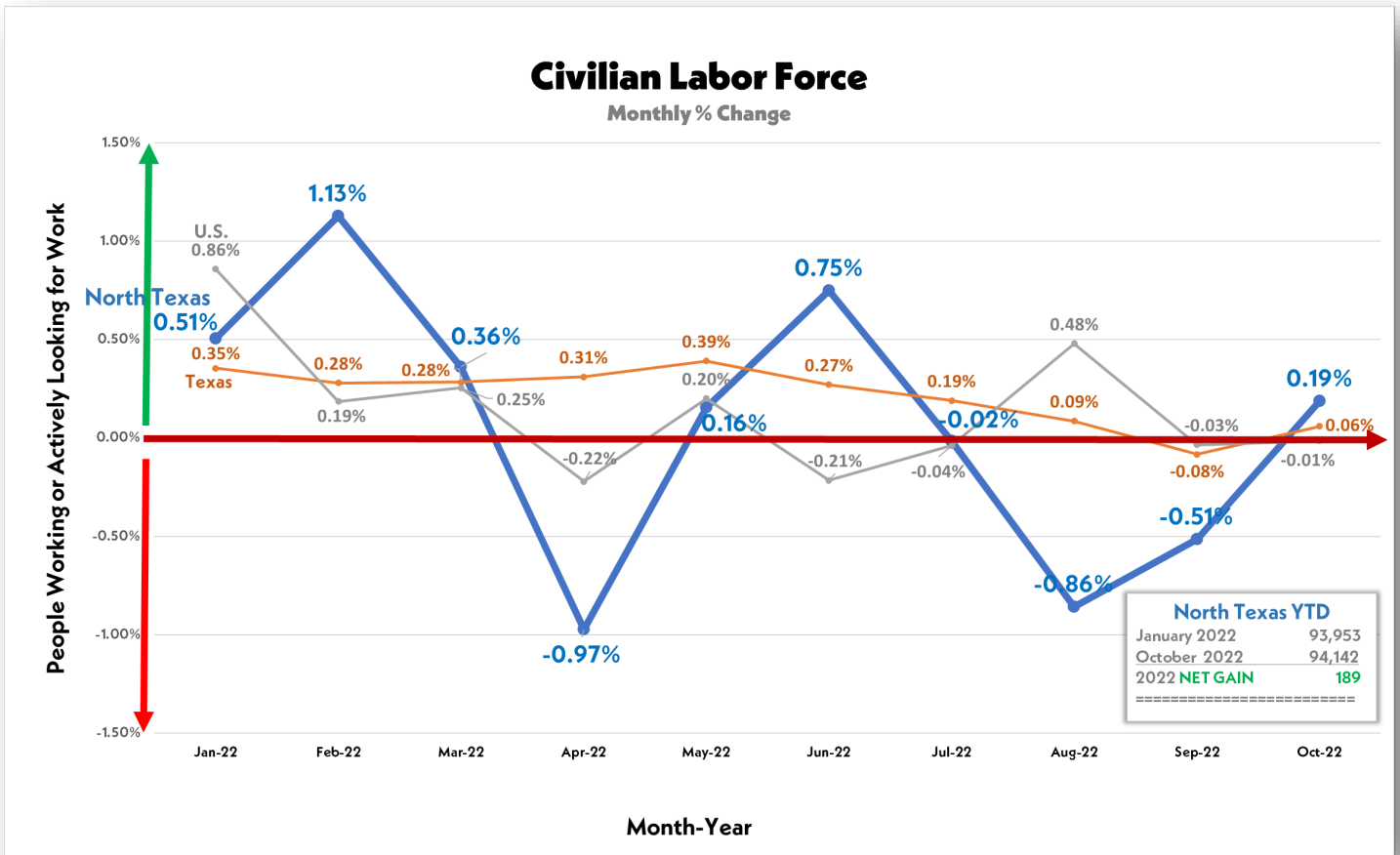
January 2022-October 2022

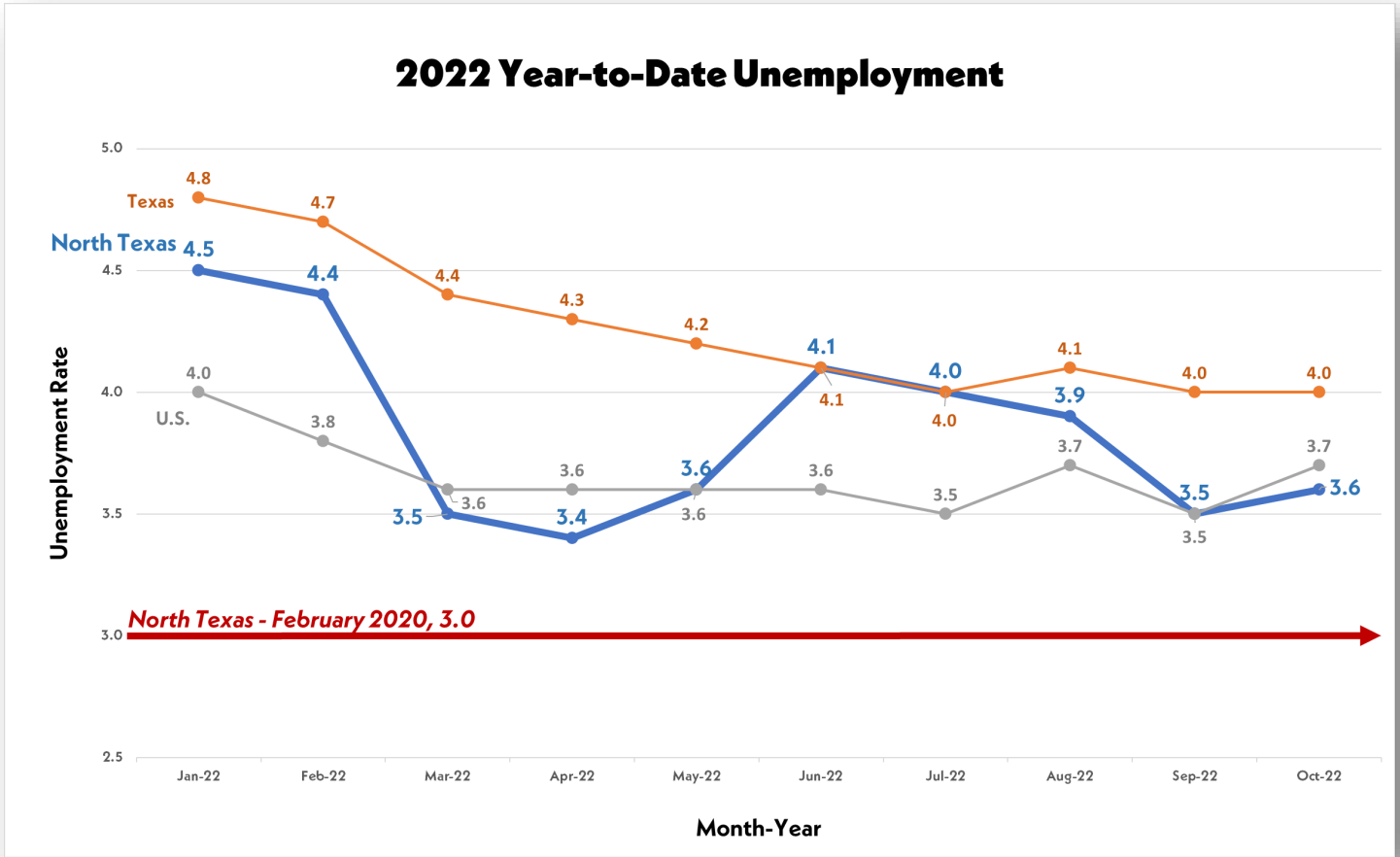


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Summary:

The unemployment rate in North Texas continues to stabilize month-over-month. In the following charts, you can see the peaks and valleys continue to be less steep as time passes. The **Civilian Labor Force (CLF)** includes all individuals who are currently employed or who are unemployed but have actively looked for work within the last four weeks. The **Unemployment Rate** is the percentage of the CLF who are unemployed and have actively looked for work within the last four weeks.





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)735-2988(Voice) or 711



WORKFORCE SOLUTIONS

NORTH TEXAS

A proud partner of the  network**2022 Layoffs and Closures in North Texas WDA* and Rapid Response** Service Tracker**

Mo. Reported	Business Name	County	RR Services Offered to Employer	RR Services Provided to Employees	On-Site RR Date	# Employees Receiving RR Services	Total # Empl. Impacted by Layoff	Trade Affected?	Effective Date	Layoff/ Closure
March	Church's Chicken	Wichita	Y	Y	none	1	8	N	3/8/2022	Closure
March	China Star	Wichita	Y	N	none	0	10	N	3/31/2022	Closure
April	Community Healthcare Center	Wichita	N	N	none	1	6	N	4/28/2022	Layoff
May	WFISD	Wichita	Y	N	none			N	6/1/2022	Layoff
May	Schwan's Delivery Depot	Wichita	N	N	none	0	8	N	5/25/2022	Closure
June	Dillard's	Wichita	Y	N	none	0	80	N	8/12/2022	Closure
July	La Michoacana Meat Market	Wichita	N	N	none	0	22	N	7/31/2022	Closure
July	Pho Corner	Wichita	N	N	none	0	5	N	7/27/2022	Closure
July	Iowa Park Leader	Wichita	N	N	none	0	2	N	7/28/2022	Closure
August	Windthorst Sausage	Archer	N	N	none	0	2	N	8/1/2022	Closure
August	Fiesta Mariachi	Wichita	N	N	none	0		N	7/13/2022	Closure
August	Eskimo Hut - SW Pkwy location	Wichita	N	N	none	0		N	8/29/2022	Closure
August	Thad and Paisley's	Archer	N	N	none	0		N	5/28/2022	Closure
September	Jordan Craft BBQ	Wichita	N	N	none	0		N	5/23/2022	Closure
September	Bed Bath & Beyond	Wichita	Y					N	early Dec	Closure
October	Rodriguez Tortilla	Wichita	N	N	none	0		N	10/10/2022	Closure
October	Whiskeyta	Wichita	N	N	none	0		N	unknown	Closure
December	Menchie's Frozen Yogurt	Wichita		N	none			N	12/3/2022	Closure
Total Employees Receiving In-Person Rapid Response Services in 2021									143	
Total Employees Impacted by a Layoff / Closure in 2020									143	

* **Disclaimer** The data herein provides a running total of the estimated number of employees affected by business layoffs and closures in the eleven counties of Workforce Solutions North Texas WDA as reported to Workforce Solutions staff. Contact with the affected employer is always attempted to gather the most accurate, wholistic view when possible, however data is often collected from local media outlets and affected employees' self-reporting to workforce center staff. As such, this preliminary accounting may not be inclusive of all layoffs/closures and may include educated "guesstimates" when actual numbers of employees impacted was not available directly from the employer. These numbers and dates should not be cited as official data from Workforce Solutions North Texas or the Texas Workforce Commission. The report is unofficial and should not be distributed or published in any official capacity.

** **Rapid Response** is an on-site, early intervention program that provides transition and reemployment services to affected workers. The goal of RR services is to help affected workers transition to new employment as quickly as possible and preferably before they become eligible to receive unemployment benefits. **Services for workers include (but are not limited to):** Job search assistance, labor market information, group seminars, information and support for filing unemployment claims for benefits, information about Trade Adjustment Assistance program (when applicable), information about WIOA training programs, and a group orientation on Workforce Solutions Center resources and services.