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www.ntxworksolutions.org

Workforce Solutions North Texas Board Meeting Agenda

August 16, 2023

****PLEASE NOTE - CHANGE OF VENUE****

Members of the Workforce Solutions North Texas Workforce Development Board will meet on **Thursday, August 24, 2023** at 12:00 pm (noon).

In-person attendance will be at **Workforce Solutions North Texas Workforce Center, 4309 Old Jacksboro Hwy, Entrance 5, in the Lonestar Conference Room** in Wichita Falls, Texas. Lunch will be provided for those who RSVP.

Virtual attendance requires registration by 12:00 pm, August 24th, to be granted access via Zoom.

https://us06web.zoom.us/meeting/register/tZYsc-GgqzMrHNTS4snY6m-REIWRi7ZOj_qZ

After registering, you will receive a confirmation email containing information to join the meeting.

AGENDA

- A. Call to Order
- B. Roll Call/Introductions
- C. Public Comment
- D. Declaration of Conflict of Interest
- E. Consent Agenda
 - 1. Approval of Minutes from June 2023 Board Meeting - Pages 2-6
Note - Full Board meeting recordings are posted to the board website at <https://ntxworksolutions.org/board-meetings/>
- F. Texas Veterans Commission Award Presentation - Page 7
- G. Reports
 - a. Monitoring Committee - Pages 8-27
 - b. Executive Director
 - c. Workforce Solutions Workforce Center - Pages 28-43
 - d. Workforce Solutions Child Care - Pages 44-51
 - e. Rapid Response - Page 52
- H. Announcements – Next Board Meeting – October 26, 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.



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Workforce Solutions North Texas Board Meeting Minutes June 29, 2023

The Workforce Solutions North Texas Board met at noon on Thursday, June 29, 2023, at Workforce Solutions North Texas, 4309 Jacksboro Hwy., Entrance 5, in Wichita Falls, in the Lonestar conference room.

MEMBERS PRESENT (via in person or zoom):

Toni Alonzo, Communities in Schools Greater Wichita Falls Area
Mary Aranda, Farmers Insurance
Michael Blevins, Tower Extrusions
Lauren Bush, Seymour Economic Development
Billy Clark, Helping Electra's Local People, Electra
Keri Goins, Child Care Partners
Tracey Jennings, Attorney
Anthony Louis, Pratt & Whitney
Kristin Little, American National Bank & Trust, Wichita Falls
Michelle Nelson, United Regional Health Care
Debbie Powell, Texas Workforce Solutions, Vocational Rehabilitation
Glenda Ramsey, Harper Perkins Architects, Wichita Falls
Mileasha Rizan, Work Services Corporation
Crystal Sanders, Texas Workforce Commission
Jim Sjolander, Berend Brothers
Dirk Welch, Midwestern State University
Linda Whitaker, Archer Supply
Julie Young, Wichita Adult Literacy

MEMBERS NOT PRESENT:

Steve Holloway, Wichita Falls Trades and Labor Council
Maria Jaimés, Wichita Falls Chamber of Commerce
Synthia Kirby, Wichita Falls ISD
Brandon Litteken, OK Concrete Company
Lee Ritchie, Jr., Texoma Heating & Air, Inc.
Rhonda Schreiber, Humana

GUESTS PRESENT:

Crystal Ojeda, Equus, Workforce Solutions Center
Moneisa Downs, Equus
Ginger Hannah, Equus, Workforce Solutions Center

*Texas Workforce Commission, in partnership with 28 local workforce development boards, forms Texas Workforce Solutions.
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*



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Cynthia Humphrey, Equus, Workforce Solutions Center
Darla Silva, Equus, Workforce Solutions Center
Sandi Stahr, Equus, Workforce Solutions Center
Donna Adams, Rolling Plains Management Corporation, Workforce Solutions Center
Leneva Clark, Rolling Plains Management Corporation, Workforce Solutions Center
Honorable Kevin Benton, Montague County Judge
Shana Ferguson, Nortex Regional Planning Commission

STAFF MEMBERS PRESENT:

Lisa McDaniel, Executive Director
Kendra Ball, Business & Outreach Manager
Sharon Hulcy, Contract Manager
Karen Fite, IT Manager
Robin Read, IT Systems Support
Dakota Mize, Community Engagement Specialist
Kayla Crowley, Community Engagement Specialist – Childcare Division

Kristin Little, Madam Chair, called the meeting to order at 12:07 pm. Mrs. Little called roll for the Board members.

Mrs. Little asked for public comment, which there was none.

Mrs. Little asked for any declaration of conflict of interest and there was none noted.

Mrs. Little asked for approval of the consent agenda and the minutes from the April 2023 Board meeting. Tracy Jennings made the motion, and Billy Clark seconded to accept the minutes with all in favor (motion passed).

Lisa McDaniel, Executive Director, explained that Form 990 for period Oct 1, 2021 – Sep 30, 2022, completed by Edgin, Parkman, Fleming & Fleming is due to the IRS before August 15, 2023, and requests approval to sign the form to file. Glenda Ramsey made the motion to accept the form and allow Lisa McDaniel to sign to have the form filed with the IRS and Billy Clark seconded it with all in favor.

Mrs. McDaniel then went over the letter from Edgin, Parkman, Fleming & Fleming presented to the Executive Committee of Nortex Regional Planning Commission on June 12, 2023. Mrs. McDaniel explained that the financial statements for Nortex Regional Planning Commission, the boards Fiscal Agent, were audited by this firm for year ending September 30, 2022, and this letter outlines the required professional standards, government auditing standards, OMB Uniform Guidance and the State of Texas Single Audit Circular and certain information related to the scope of the audit. There were no major findings with the audit and the financial records matched the bookkeeping records.

Mrs. McDaniel went over the Grant Spending Report ending April 30, 2023. Mrs. McDaniel indicated that she has received several of the new grants over the past week and indicated that we are getting additional funding for WIOA Adult and Youth.

Mrs. McDaniel then went over the Boards Procurement List for the period of 6/1/22-05/31/23 and explained that is by vendor and is the rolling report for that period. Mrs. McDaniel stated that mainly purchases of late in relation to renewal of software licenses and some equipment for the Seymour Shared workspace project.

Mrs. McDaniel made everyone aware that on June 21, 2023, the RFP for Program Monitoring Services was released due to the retirement of the previous monitor. Responses are due on August 4, 2023, with a tentative award date of August 24, 2023 (next board meeting) for contract to begin as soon as reasonably possible. Mrs. McDaniel asked for volunteers to be on the Evaluation Committee to review the proposals and score. Keri Goins, Anthony Louis, Mileasha Rizan, and Julie Young volunteered. Mrs. McDaniel thanked them for volunteering and will be in touch once responses are received. Ms. Hulcy indicated that the grading would be during the period of the 2nd week in August.

Mrs. McDaniel then gave an update on the Seymour Shared Workspace project. Some IT equipment has been ordered and is starting to be delivered. One quote has been received for the furniture to include cubicles, desks, and chairs and waiting on an additional quote from another vendor. Mrs. McDaniel explained this project is funded with the board service award from 2021.

Mrs. McDaniel stated that there would be tours after this meeting for those who were not able to attend the Open House on June 8th. The ribbon that was cut during the ribbon cutting was also available for those who wanted to sign.

Mrs. McDaniel stated that head shots were still needed for several board members, and we are updating our website and are set up right outside the door.

Mrs. McDaniel stated that she received some good news right before the meeting today. Kayla Crowley who was hired to help expand our childcare industry has worked with the Seymour Hospital over the past 6 weeks and they were just approved as a new vendor. They will not only be keeping children of their employees but have opened up to the general public for additional spots due to the help of Kayla. Mrs. McDaniel congratulated her and the team for their work to making this happen and improve the childcare options for that community.

Cyrtal Ojeda, Workforce Solutions Workforce Center Project Director, then gave her report. Services in May were provided to around 1900 job seekers and 77 went to work. There were 588 services provided to employers and year-to-date is 1900 job postings. Her team is doing hiring events, county job fairs, ribbon cuttings, and other community events. She showed pictures of the open house on June 8th, Summer Earn and Learn Work Readiness Training, where 27 students attended the event that will participate in work this summer through that program. Ms. Ojeda indicated that the ribbon cuttings are still being held for the libraries and then shared some other fun events her team has been engaged in such as dress-up days.

Ms. Ojeda then shared a success story for a youth who had struggled to find the right job for herself. This young lady had a difficult time doing things for herself and avoided being in public as much as possible. She participated in the work experience program at Beacon Lighthouse for the Blind, which was out of her comfort zone, but this work-based training program helped her gain valuable work skills. Her mom stated “It was an amazing transformation. For the first time ever, she came out of work smiling and laughing, and was an overall happier Megan”. After her work experience contract was over, Beacon Lighthouse hired her directly, and she makes \$10.00/hr. Our youth case manager, Brandi Carlson, made a difference in this family’s life. Megan’s mom said “she looked at Megan as a person and for the first time, even though I was in the room, talked directly to Megan. She has not only helped Megan, but me as her mom who struggles to help Megan become an independent adult. She gave me peace of mind and hope that Megan could make it on her own. Thank you, Ms. Carlson, for changing my daughter Megan Davis’s life for the better.”

Donna Adams, Childcare Program Director, then gave updates from the Childcare program. She introduced the new TRS Provider Services Specialist, Rhonda Gibbs. This hire completes the team, and childcare is fully staffed now. When the assessors transition to the state level, all these staff will be mentors and we will have 4. Ms. Gibbs was a lead teacher from Barwise Middle School and has 6-7 years’ experience in special education and has knowledge of special needs and other areas that a lot of the daycare providers need help in so she will be an asset to our team.

Ms. Adams indicated that all centers contracted with the Workforce must become TRS certified so all the mentors are helping with that transition. She informed the board that two new TRS providers have been approved. They are Miracles from Above in Wichita Falls as a 3-star and Jen’s Daycare in Vernon as a 2-star. We have an additional 5 centers that have started the TRS process. Ms. Adams stated that there are incentives being given for coming on as TRS providers.

Ms. Adams also discussed the infant room expansion project. God’s Blessing CDC and Learn and Play received equipment to open additional infant rooms that added a total of 14 new infant slots to our program. Ms. Adams said that God’s Blessing was able to add 6 and shared some photos of the new room. Those slots have already begun to be filled. Learn and Play is in Jacksboro, Texas and they will open 8 new slots with this expansion. This funding was provided from a Board Service Award received in 2022.

In addition, there are other providers who are going to add toddler expansion rooms and that is being finalized and more updates will be provided in the future.

As of this date, we have 82 contracted TRS providers.

Ms. Adams indicated that in client services, the caseload is being shifted around with staff and the waitlist only has 15 customers left to outreach. The total wait time from outreach to placement is roughly 2-3 weeks. All of those on the waitlist either haven’t provided documents or there isn’t a slot available.



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Ms. Adams stated that at the end of May 2023, enrollment was 1567 and that is the total number of children in care with the total number of new referrals being 32 families that included 62 children.

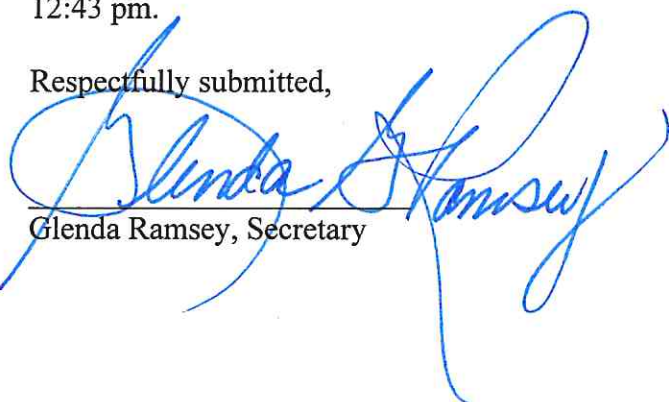
Ms. Adams also discussed the performance as of the end of May 2023 and indicated that we are currently in open enrollment and her staff are outreaching about 40 clients each week. She explained of upcoming events in the community that her team will be attending and during these events help spread the word about their program and recruit customers. They will be doing the Director's Luncheon Training on 6/28, 2023 Community Job Fair on 7/13, Townsquare Media Garage Sale on 7/15, and lastly Project Back to School on 8/5/23. This is an opportunity for staff to engage the public about the program and provide information about assistance.

Ms. Tracy Jennings asked what the wait time is once the outreach material is received back in the office and processed before care can begin and Ms. Adams stated it is about 14 days.

Mrs. Kendra Ball gave the rapid response report. There have been no rapid response events since the last board meeting but there have been two closures we learned about. Factory Connection in Vernon closed in March and 526 Pizza Studio in Graham closed in May. Mrs. Ball then asked if anyone hears about any businesses that are struggling or in fear of closing to please reach out to her as she can make contact and offer services and assistance to help prevent the closure.

Mrs. Little announced the next board meeting will be on August 24, 2023, and the meeting was adjourned at 12:43 pm.

Respectfully submitted,


Glenda Ramsey, Secretary

LAURA KOERNER
US Navy Veteran
Chairwoman

KIMBERLEE SHANEYFELT
Colonel, US Air Force (Retired)
Vice-Chair

MARY LOPEZ DALE
US Army Veteran
Secretary



MIKE P. HERNANDEZ
Corporal, US Marine Corps (Retired)
Member

KEVIN BARBER
US Army Veteran
Member

THOMAS P. PALLADINO
Colonel, US Army (Retired)
Executive Director

TEXAS VETERANS COMMISSION

May 18, 2023

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

Dear Mrs. McDaniel:

It is with much pleasure that I congratulate you on being recognized as having the American Job Center (AJC) Business Services Unit (BSU) Team of the Year.

The AJC BSU Team of the Year award is focused on recognizing a team whose partnership with Jobs for Veterans State Grant (JVSG) Veteran Employer Liaisons provides employment, training, and placement services to veterans. Individuals on the BSU team display outstanding customer service skills, communications, and collaboration with JVSG staff ensuring the success of all veterans served by the AJC.

Authorized by the Department of Labor Veterans Employment and Training, the BSU Team of the Year is a cash incentive award. Its objective is to promote the improvement and modernization of employment, training, and placement services for veterans; and to recognize eligible employees and employment service offices for excellence in providing those services or making demonstrable strides in improving service delivery. A cash award of \$1500 will be distributed to your office in the next few weeks.

Thank you for your continued support and partnership in serving veterans.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tom Palladino".

Thomas Palladino (May 18, 2023 13:24 CDT)

THOMAS P. PALLADINO
Executive Director

Cc: Ed Serna, Executive Director, Texas Workforce Commission
Courtney Arbour, Workforce Division Director, Texas Workforce Commission
Bob Gear Jr., Director Texas Veterans Leadership Program, Texas Workforce Commission
Brian Schroepfer, State Director, Department of Labor, Veterans Employment and Training

Report on the Fiscal
Integrity Evaluation
of:

Contractors of Workforce Solutions North Texas

In their capacities of Workforce Center, Child Care and Specialty
Contractors in the **North Texas Workforce Development Area**

July 31, 2023

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Report Demographics

Report Number: WFSNT 24-01

Report Type: Final

Report Issue Date: July 31, 2023

Review Type: Annual Fiscal Integrity Evaluation

Review Population: *Arbor E&T, LLC dba Equus Workforce Solutions (EWS)
Rolling Plains Management Corp (RPMC)
In their capacities of Workforce Center, Child Care and Specialty
Contractors in the North Texas Workforce Development Area*

Applicable Period: October 1, 2023 through September 30, 2024

Review Conducted by: **D**iaz, **S**mith, and **A**ssociates
Sujuane Smith
Anna Rocha-Diaz
Edward Taylor

Report Developed by: Edward Taylor

Report Review and Approval:

Reviewed by:

1. Printed Name: Sharon Hulcy Printed Title: _____

Signature: Sharon Hulcy

Approved by:

1. Printed Name: _____ Printed Title: _____

Signature: Lisa McDaniel

Fiscal Integrity Background

The provisions of the TWC rule §802.21 as outlined below requires the **Workforce Solutions North Texas** (the Board) to conduct an annual fiscal integrity evaluation of its applicable subcontractors as identified in the review population on page 2 of this report.

§802.21. Board Contracting Guidelines

(a) Fiscal Integrity Provisions.

- (1) *A Board shall develop fiscal integrity evaluation indicators designed to appraise the fiscal integrity of its workforce service contractors.*
- (2) *A Board shall assess its workforce service contractors to ensure the contractors meet the requirements of the Board's fiscal integrity evaluation based on the following schedule:*
 - (A) *contracts under \$100,000-the fiscal indicators must be verified prior to the award of the contract and at each renewal of the contract;*
 - (B) *contracts between \$100,000 and \$500,000-the fiscal indicators must be verified prior to the award of the contract, at each renewal of the contract, and not less than biennially; and*
 - (C) *contracts over \$500,000-the fiscal indicators must be verified prior to the award of the contract, at each renewal of the contract, and not less than once annually.*
- (3) *The fiscal integrity evaluation shall include the following provisions for ensuring that workforce service contractors are meeting performance measures in compliance with requirements contained in:*
 - (A) *federal and state statutes and regulations and directives of the Commission or Agency;*
 - (B) *Office of Management and Budget (OMB) circulars applicable to the entity, such as OMB Circulars A-21, A-87, or A-122, and the Office of the Governor's Uniform Grant Management Standards; and*
 - (C) *any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service contractors.*
- (4) *The fiscal integrity evaluation shall also include the review and consideration of the prospective or renewing workforce service contractor's prior three-year financial history before the Board awards or renews a workforce service contract. The review shall include any adverse judgments or findings, such as administrative audit findings; Commission, Agency, or Board monitor findings; or sanctions by a Board or court of law.*
- (5) *The fiscal integrity evaluation may include provisions such as accounting for program income in accordance with federal regulations, resolving questioned costs and the repayment of disallowed costs in a timely manner, and safeguarding fixed assets, as well as those referenced in the Texas Workforce Commission's Financial Manual for Grants and Contracts.*

(b) Bonding, Insurance, and Other Methods of Securing Funds to Cover Losses.

- (1) A Board shall ensure that at least 10% of the funds subject to the control of the workforce service contractors is protected through bonds, insurance, escrow accounts, cash on deposit, or other methods to secure the funds consistent with this subchapter. A Board and its workforce service contractors may, consistent with this section, use any method or combination of methods to meet this requirement. At the Board's discretion, the Board may pay for the bonding, insurance, or other protection methods or require its workforce service contractors, to the extent allowable under state and federal law, to pay for such protection.
- (2) In conducting the fiscal integrity evaluation required in this section, a Board may determine that more than 10% of the funds subject to the control of its workforce service contractors shall be secured through bonds, insurance, escrow accounts, or other methods consistent with this subchapter.
- (3) Escrow of funds may also be used to satisfy the requirements of §801.54(b) provided that:
 - (A) the funds placed in escrow require the signature of persons other than the persons with signatory authority for the Board's workforce service contractors;
 - (B) the funds do not lapse due to requirements for timely expenditure of funds; and
 - (C) this provision does not conflict with any provision in contract, rule, or statute for the timely expenditure of funds.
- (4) If a bond is used, a Board shall ensure that the bond is executed by a corporate surety or sureties holding certificates of authority, authorized to do business in the state of Texas.
- (5) A Board shall ensure, based on the schedule referenced in §801.54(a)(2) of this section, that each of its workforce service contractors is required to verify that:
 - (A) the insurance or bond policy is valid, premiums are paid to date, the company is authorized to provide the bonding or insurance, and the company is not in receivership, bankruptcy or some other status that would jeopardize the ability to draw upon the policy;
 - (B) the escrow account balances are at an appropriate level;
 - (C) the method of securing the funds has not been withdrawn, drawn upon, obligated for another purpose, or is no longer valid for use as the method of security; and
 - (D) other such protections as are applicable and relied upon by the Board are verified as in force.
- (6) A Board shall ensure that the workforce service contractors are required to disclose any changes in and circumstances regarding the method of securing or protecting the funds under the workforce service contractors' control.

(c) Standards of Conduct. A Board shall ensure that the workforce service contractors:

- (1) comply with federal and state statutes and regulations regarding standards of conduct and conflict of interest provisions including, but not limited to, the following:
 - (A) 29 C.F.R. §97.36(b)(3), which includes requirements from the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
 - (B) professional licensing requirements, when applicable; and
 - (C) applicable OMB circular requirements and the Office of the Governor's Uniform Grant Management Standards.

- (2) *avoid any conflict of interest or any appearance of a conflict of interest; and*
- (3) *refrain from using nonpublic information gained through a relationship with the Commission, an Agency employee, a Board, or a Board employee, to seek or obtain financial gains that would be a conflict of interest or the appearance of a conflict of interest.*

(d) Disclosures. A Board shall require its workforce service contractors to disclose the following:

- (1) *Matters Subject to Disclosure. A Board shall ensure that its workforce service contractors promptly disclose in writing the following:*
 - (A) *a substantial financial interest that the workforce service contractor, or any of its workforce service contractor employees in decision-making positions, have in a business entity that is a party to any business transaction with a Board member or Board employee who is in a Board decision-making position;*
 - (B) *a gift greater than \$50 in value given to a Board member or Board employee by a workforce service contractor or its employees; and*
 - (C) *the existence of any conflict of interest and any appearance of a conflict of interest, or the lack thereof.*
- (2) *Content of Disclosure. A Board shall ensure that its workforce service contractors' written disclosures contain the following:*
 - (A) *information describing the conflict of interest; and*
 - (B) *information describing the appearance of a conflict of interest, and actions the workforce service contractor and its employees will take in order to prevent any conflict of interest from occurring.*
- (3) *Frequency of Disclosure. A Board shall ensure that its workforce service contractors disclose:*
 - (A) *at least annually, and as frequently as necessary, any conflict of interest and any appearance of a conflict of interest;*
 - (B) *within 10 days of giving a gift greater than \$50 in value as referenced in this section; and*
 - (C) *at least annually that no conflict of interest and no appearance of a conflict of interest exists.*
- (4) *Matters Not Subject to Disclosure. This provision does not apply to:*
 - (A) *a financial transaction performed in the course of a contract with the Board; or*
 - (B) *a transaction or benefit that is made available to the general public under the same terms and conditions.*

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Review Population and Documents Reviewed

Following are the documents, itemized by entity, evaluated in the conduct of this fiscal integrity evaluation. The evaluation was conducted on the behalf of **Workforce Solutions North Texas** (the Board) as pursuant to the TWC requirements at its rule §802.21.

A. Arbor E&T, LLC dba Equus Workforce Solutions (EWS)

- Questionnaire:** *Diaz, Smith, and Associates' (DSA) Fiscal Integrity and Financial Risk Assessment Questionnaire (FIRA) completed by the EWS Project Accountant and dated (unsigned) June 15, 2023. The completed questionnaire indicates:*
 - Their contract for the October 1, 2023 through September 30, 2024 year will be cost reimbursement without funds advanced and approximately \$2,300,000.
 - In the current period FIRA response EWS did not indicate it incurred any questioned/disallowed costs in the preceding five-year period. Per last year's FIRA EWS stated it has incurred \$929.61 in questioned costs during the preceding five-year period. Additionally, per their response to the Boards monitoring report (WSNT23-05 resultant from a DSA annual financial monitoring review) EWS stated "Equus will reimburse the Board for the \$7,504.00 questioned ITA costs".
 - EWS states the following regarding the TWC 10% fiscal integrity requirement: "N/A – Cost reimbursable contract and Equus does not drawn down Federal funds nor requires advances from the Board"
 - EWS provides the departure and rehire of the key positions as presented in the following diagram.

Position Title	Date of Departure	Date of Replacement Hire
Project Director	12/30/2019	12/30/2019
Program Supervisor	12/30/2019	01/27/2020
Program Supervisor	07/22/2022	07/22/2022
Business Services Manager	12/09/2019	12/10/2019
Business Services Manager	06/24/2020	07/20/2020

- The EWS FIRA responses indicate the following *anticipated budget* amounts; *miscellaneous \$1,320,949, indirect cost \$151,892.*
 - EWS states it will provide clients gas cards (\$25), gift cards (\$25, \$50) and bus passes (\$25) at various locations during the period covered by this evaluation.
- Current Contract:** EWS provided: Contract No. 2021-005 WFC PY2023; Period: 10/1/22 – 9/30/22; Contract Amount: \$2,000,000.00. Additionally, provided were subsequent contract amendments 1 through 5.

3. **Audit Reports:** EWS provided the following audit reports/documents:
 - *Equus Workforce Solutions Report on Financial Statements and Expenditures of Federal Awards in Accordance with the Uniform Guidance for the Year Ended December 31, 2021. The report was prepared by ML Weekes & Company, PC; dated June 29, 2022. No findings and/or questioned costs were identified*
 - *FY2021 Final Indirect Cost Rates Schedule, Independent Auditor's Report for the Fiscal Year Ended December 31, 2021; Audited By: ML Weekes & Company, PC; dated June 29, 2022.*
 - *Equus Workforce Solutions Career Services FY2022 Provisional Indirect Cost Rates Schedule, Independent Accountant's Report for the Fiscal Year Ended December 31, 2022; Audited By: ML Weekes & Company, PC; dated July 20, 2022.*

4. **Organization Chart:** The EWS North Texas Organizational Chart dated June 05, 2023.

5. **Cost Allocation Plan:** The "Equus Workforce Solutions Cost Allocation Plan for Contracts with the North Texas Workforce Development Board" for the period October 1, 2021 through September 30, 2022. The plan was signed by the Director of Revenue Cycle on November 19, 2021. Additionally, EWS provided the following:
 - *Final Indirect Cost Rates, For the Year Ended December 31, 2020*
 - *Provisional Indirect Cost Rates, For the Fiscal Year Ending December 31, 2021*
 - *Letter of Indirect Cost Rate percentage; Date: July 15, 2021*
 - *FY2021 Provisional Indirect Cost Rates Schedule, Independent Accountant's Report for the Fiscal Year Ended December 31, 2021; Audited By: ML Weekes & Company, PC; Date: July 12, 2021*

6. **Monitoring Reports:** The following monitoring reports were provided by EWS:
 - *DSA Monitoring report WSNT23-05, issued March 31, 2023*
 - *February 7, 2023, CAP WIOA, Follow up for 2022 WIOA Program Monitoring review*
 - *Texas Workforce Commission Report #22.03.0001 reflecting the results of their review of the Boards Child Care Services, Choices, Employment Services and WIOA programs. The report is dated November 9, 2022*
 - *Texas Workforce Commission Report #21.03.0001 reflecting the results of their review of the Boards Child Care Services, Choices, Employment Services and WIOA programs. The report is dated March 7, 2022*
 - *Richard Rogers, Board Monitor; Equus Choices and SNAP Program Monitoring Final Report – North Texas; Date: February 3, 2023*
 - *Richard Rogers, Board Monitor; Equus WIOA Program Monitoring Final Report – North Texas; Date: February 3, 2023*

The following reports were provided by EWS in response to last year's FIRA

- *Choices Monitoring (21 Monitoring Reviews for 2020 – 2021)*
- *-PII Review; Review Period: 5/13/21 – 6/8/21*
- *-Procurement Monitoring (16 Monitoring Reviews for 2020 – 2021)*
- *-SNAP Monitoring (6 Monitoring Reviews for 2020 – 2021)*
- *-Support Services Monitoring (17 Monitoring Reviews for 2020 – 2021)*
- *-WIOA Monitoring (43 Monitoring Reviews for 2020 – 2021)*

External

- *-Richard Rogers, Board Monitor; Choices Program Monitoring Final Report – North Texas; Date: February 7, 2022*
- *-Richard Rogers, Board Monitor; SNAP Program Monitoring Report – North Texas; Date: February 7, 2022*
- *-Richard Rogers, Board Monitor; WIOA Program Monitoring Final Report – North Texas; Date: February 7, 2022*
- *-Texas Workforce Commission; Date: 3/4/21; Audit Resolutions Report*
- *-Texas Workforce Commission; Date: 1/29/21; Letter on Monitoring of North Texas Board's Equal Opportunity Compliance*
- *-Richard Rogers, Board Monitor; 2020 Alternate Funded Program Monitoring Report - North Texas; Date: December 5, 2020*

7. **Cash Management:** EWS provided its May 2023 Wells Fargo, Arbor E&T, LLC North Texas Support Services Imprest bank statement and reconciliation.
8. **Escrow Accounts:** EWS states the following regarding the TWC 10% fiscal integrity requirement: "N/A – Cost reimbursable contract and Equus does not drawn down Federal funds nor requires advances from the Board"
9. **Policies and Procedures:** EWS provided the following policies and procedures:
 - *ResCare Accounting Policies and Procedures Manual issued January 16, 2007 and last revised May 31, 2018.*
 - *Project Accountant Training Procedure – Oracle Invoice and Payment Lookup (denoted as Cash Disbursement Procedure-Invoice Lookup in Oracle)*
 - *Policy and Procedure Number 00-13, Fraud Prevention, Original Issue Date: 12/31/2006; Revised Date: 12/06/2018.*
 - *Workforce Solutions North Texas PCard Policy and Procedure dated 02/09/2023*
 - *Workforce Solutions North Texas Support Services Guide dated 03/06/2022*
 - *Procurement Policy and Procedure; Effective Date: 5/10/2016; Revised Date: 01/10/2023.*

10. **Insurance:** The EWS *Arbor E&T, LLC Certificate of Liability Insurance* reflecting the following coverages for the period July 1, 2022 through July 31, 2023. The Board is not listed as the Certificate Holder.

Type of Insurance	Limits	
Commercial General Liability	each occurrence	4,000,000.00
Damage to rented premises	each occurrence	3,000,000.00
Medical Expenses	any one person	
	Personal and ADV injury	4,000,000.00
	general aggregate	6,000,000.00
	Products	4,000,000.00
Automobile Liability	Combined single limit each accident	3,000,000.00
Umbrella Liability	Each occurrence/Aggregate	\$7,000,000
Workers Compensation	Each accident	2,000,000.00
	Disease each employee/policy limit	2,000,000.00
E&O-MPL-Primary	Each Claim/Aggregate	5,000,000.00

11. **Conflict of Interest:** EWS provided the following:

- The EWS response to item 62 in the FIRA questionnaire states that EWS requires its Board members and personnel to sign a (non) conflict of interest attestation.
- EWS indicates that its personnel are not required to disclose gifts greater than \$50, given to a Board member or Board employee.

12. **Adverse Judgements:** EWS indicated it did not have any adverse judgements or findings during the last twelve months that would impede their ability to perform the services pursuant to a contract with the Board.

B. Rolling Plains Management Corporation, (RPMC)

1. **Contract:** The following contracts were provided:
 - September 27, 2022 Letter of Intent issued by the Board for the contract periods 9/1/2022 through 8/31/23 and 10/1/2022 through 10/31/2023
 - Contract No. 2022-008 CCS FY2023; Contract Period: 10/1/22 to 10/31/23
2. **Organization Charts:**
 - *The Rolling Plains Management Corporation Organization dated June 6, 2023.*
 - *The Rolling Plains Management Corporation Organization Chart (Child Care Assistance) dated June 6, 2023.*
3. **Fiscal Integrity Questionnaire:** *Diaz, Smith, and Associates' (DSA) Fiscal Integrity and Financial Risk Assessment Questionnaire (FIRA) for the period October 1, 2023 through September 30, 2024 completed by the RPMC Financial Director and dated June 26, 2023. The questionnaire responses indicate the following:*
 - RPMC's contract with the Board will be cost reimbursement without advances of approximately \$8,500,000.
 - Per the FIRA RPMC conducted a physical inventory in February but did not provide a value of the assets. RPMC states this value is "*maintained at the Board level.*" Per the provided IRS form 990 *land, buildings and equipment are valued at \$4,480,456 (net of depreciation).*
 - RPMC indicates it has incurred \$37.47 in disallowed costs in the preceding five years.
 - RPMC states that it will utilize "*Directors and Officers Insurance of \$2,000,00/\$100,000 to satisfy the TWC 10% fiscal integrity requirement*". Per the FIRA the contract with the Board *will be cost reimbursement without funds advanced.*
 - Per the FIRA the RPMC Program Director departed June 2022 and their replacement was hired in August 2022.
 - RPMC indicates it will use a *De Minimis* indirect rate to allocate overhead expenses.
 - The RPMC FIRA responses indicate the following *anticipated budget amounts; travel \$41,466, indirect cost \$122,907.*
4. **Audit:** RPMC provided the following:
 - *Rolling Plains Management Corporation of Baylor, Cottle, Foard, Hardeman and Wilbarger Counties Financial Statements and Independent Auditor's Report, For the Year Ended November 30, 2021; Audited By: MWH Group, Certified Public Accountants Consultants; Dated: July 26, 2022. No findings are indicated*
 - *-Management Letter; Dated: July 26, 2022*

5. **Cash Management:** RPMC provided its May 2023 bank statements and reconciliations for the following accounts:
 - *Operating Account*
 - *Payroll Account*
 - *Herring Bank Cash Account*
 - *Cash Account RPMC 1*

6. **Monitoring Reports and Workpapers:** The following monitoring reports were considered in the conduct of this fiscal integrity evaluation:
 - *DSA financial monitoring review report and associated work papers for the year ending September 30, 2023*
 - *Various quarterly Texas Department of Transportation; Financial Monitoring Reports*
 - *Texas Veterans Commission; Letter Date: 5/6/2022; **Findings Resolved***
 - *Texas Department of Housing and Community Affairs; Date: 8/23/22 **Findings Indicated***
 - *2022 CCRF Monitoring Closure Report; Date 5/12/23*
 - *2022 CCRF Monitoring Closure Report; Date 6/2/23*

7. **Cost Allocation:** RPMC provided its Cost Allocation Plan for the for the fiscal year 2023. The plan was executed on December 1, 2022.

8. **IRS Form 990:** RPMC provided its IRS form 990 and supporting schedules for the fiscal year ended November 30, 2021.

9. **Policies and Procedures:** The following RPMC procedures were considered in the conduct of this fiscal integrity evaluation:
 - *Financial Procedures Manual, updated August 2, 2022*
 - *Personnel Policies of RPMC, updated April 4, 2023*

10. **Adverse Judgments:** RPMC indicated it did not have any adverse judgements or findings during the last twelve months that would impede their ability to perform the services pursuant to a contract with the Board.

11. **Insurance:** The RPMC provided its *Certificate of Liability Insurance* for the period March 17, 2023 through March 17, 2024 reflecting the following coverages. *The Board is not identified as the Certificate Holder.*

Type of Insurance	Limits	
Commercial General Liability	each occurrence	1,000,000.00
Damage to rented premises	each occurrence	100,000.00
Medical Expenses	any one person	5,000.00
	Personal and ADV injury	1,000,000.00
	general aggregate	3,000,000.00
	Products	3,000,000.00
Automobile Liability	Combined single limit each accident	1,000,000.00
Umbrella Liability	each occurrence/aggregate	5,000,000.00
Workers Compensation	Each accident	1,000,000.00
	Disease each employee	1,000,000.00
	Disease policy limit	1,000,000.00
Cyber Liability/Identity Theft Third Party	each claim	1,000,000.00
	aggregate	1,000,000.00

Because of inherent limitations in any system of internal accounting and administrative controls used in administering federal financial assistance programs, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the systems to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

Fiscal Integrity Determinations

Our fiscal integrity assessment of the entities in the review population evaluated compliance with the citations below and those on the following pages. Following each citation is our determination.

1. Compliance

The TWC rules provide the following compliance requirements.

The fiscal integrity evaluation shall include the following provisions for ensuring that workforce service contractors are meeting performance measures in compliance with requirements contained in:

- (A) federal and state statutes and regulations and directives of the Commission or Agency;*
- (B) Office of Management and Budget (OMB) circulars applicable to the entity, such as OMB Circulars A-21, A-87, or A-122, and the Office of the Governor's Uniform Grant Management Standards; and*
- (C) any other safeguards a Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service contractors.*

Review Determination

Our review determined the [Arbor E&T, LLC dba Equus Workforce Solutions \(EWS\)](#) and [Rolling Plains Management Corp \(RPMC\)](#) are materially in compliance with the requirements of the above cited TWC provisions.

2. Cash on Deposit or Other methods to Secure Funds

The TWC rules provide the following securing funds requirements.

- (1) A Board shall ensure that at least 10% of the funds subject to the control of the workforce service contractors is protected through bonds, insurance, escrow accounts, cash on deposit, or other methods to secure the funds consistent with this subchapter. A Board and its workforce service contractors may, consistent with this section, use any method or combination of methods to meet this requirement. At the Board's discretion, the Board may pay for the bonding, insurance, or other protection methods or require its workforce service contractors, to the extent allowable under state and federal law, to pay for such protection.*
- (2) In conducting the fiscal integrity evaluation required in this section, a Board may determine that more than 10% of the funds subject to the control of its workforce service contractors shall be secured through bonds, insurance, escrow accounts, or other methods consistent with this subchapter.*
- (3) Escrow of funds may also be used to satisfy the requirements of §801.54(b) provided that:
 - (A) the funds placed in escrow require the signature of persons other than the persons with signatory authority for the Board's workforce service contractors;*
 - (B) the funds do not lapse due to requirements for timely expenditure of funds; and*
 - (C) this provision does not conflict with any provision in contract, rule, or statute for the timely expenditure of funds.**

Review Determination

Our review determined the *Arbor E&T, LLC dba Equus Workforce Solutions (EWS)* and *Rolling Plains Management Corp (RPMC)* are materially in compliance with the requirements of the above cited TWC provisions

3. Bonding, Insurance, and Other Methods of Securing Funds to Cover Losses

The TWC rules provide the following securing funds requirements.

If a bond is used, a Board shall ensure that the bond is executed by a corporate surety or sureties holding certificates of authority, authorized to do business in the state of Texas.

(5) A Board shall ensure, based on the schedule referenced in §801.54(a)(2) of this section, that each of its workforce service contractors is required to verify that:

- (A) the insurance or bond policy is valid, premiums are paid to date, the company is authorized to provide the bonding or insurance, and the company is not in receivership, bankruptcy or some other status that would jeopardize the ability to draw upon the policy;*
- (B) the escrow account balances are at an appropriate level;*
- (C) the method of securing the funds has not been withdrawn, drawn upon, obligated for another purpose, or is no longer valid for use as the method of security; and*
- (D) other such protections as are applicable and relied upon by the Board are verified as in force.*

Review Determination

Our review determined the *Arbor E&T, LLC dba Equus Workforce Solutions (EWS)* and *Rolling Plains Management Corp (RPMC)* are materially in compliance with the requirements of the above cited TWC provisions

4. Standards of Conduct a Board shall ensure that the workforce service contractors:

The TWC rules provide the following standard of conduct requirements.

(1) comply with federal and state statutes and regulations regarding standards of conduct and conflict of interest provisions including, but not limited to, the following:

- (A) 29 C.F.R. §97.36(b)(3), which includes requirements from the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;*
 - (B) professional licensing requirements, when applicable; and*
 - (C) applicable OMB circular requirements and the Office of the Governor's Uniform Grant Management Standards.*
- (2) avoid any conflict of interest or any appearance of a conflict of interest; and*
- (3) refrain from using nonpublic information gained through a relationship with the Commission, an Agency employee, a Board, or a Board employee, to seek or obtain financial gains that would be a conflict of interest or the appearance of a conflict of interest.*

Review Determination

Our review determined the Board, *Arbor E&T, LLC dba Equus Workforce Solutions (EWS)* and *Rolling Plains Management Corp (RPMC)* are materially in compliance with the requirements of the above cited TWC provisions

5. Disclosures: A Board shall require its workforce service contractors to disclose the following:

The TWC rules provide the following standard of conduct requirements.

- (1) *Matters Subject to Disclosure. A Board shall ensure that its workforce service contractors promptly disclose in writing the following:*
 - (A) *a substantial financial interest that the workforce service contractor, or any of its workforce service contractor employees in decision-making positions, have in a business entity that is a party to any business transaction with a Board member or Board employee who is in a Board decision-making position;*
 - (B) *a gift greater than \$50 in value given to a Board member or Board employee by a workforce service contractor or its employees; and*
 - (C) *the existence of any conflict of interest and any appearance of a conflict of interest, or the lack thereof.*
- (2) *Content of Disclosure. A Board shall ensure that its workforce service contractors' written disclosures contain the following:*
 - (A) *information describing the conflict of interest; and*
 - (B) *information describing the appearance of a conflict of interest, and actions the workforce service contractor and its employees will take in order to prevent any conflict of interest from occurring.*
- (3) *Frequency of Disclosure. A Board shall ensure that its workforce service contractors disclose:*
 - (A) *at least annually, and as frequently as necessary, any conflict of interest and any appearance of a conflict of interest;*
 - (B) *within 10 days of giving a gift greater than \$50 in value as referenced in this section; and*
 - (C) *at least annually that no conflict of interest and no appearance of a conflict of interest exists.*
- (4) *Matters Not Subject to Disclosure. This provision does not apply to:*
 - (A) *a financial transaction performed in the course of a contract with the Board; or*
 - (B) *a transaction or benefit that is made available to the general public under the same terms and conditions.*

Review Determination

Our review determined the Board, *Arbor E&T, LLC dba Equus Workforce Solutions (EWS)* and *Rolling Plains Management Corp (RPMC)* are materially in compliance with the requirements of the above cited TWC provisions

Workforce Solutions North Texas
Grant Spending Report
Report date: As of 06/30/2023

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	56,779.73	168,220.27	75%
33-880	NT2020-1	PATH	01/01/20 - 05/16/24	180,000.00	86,027.17	93,972.83	52%
33-898	3018VRS142	Student Hire Ability Navigator	09/01/20 - 08/31/23	226,000.00	175,948.02	50,051.98	22%
33-1013	0322BSA001	BSA - Board Service Awards	01/01/22 - 12/31/23	200,000.00	107,040.24	92,959.76	46%
33-1014	3022VRS028	Summer Earn and Learn	10/01/21 - 09/30/23	178,962.98	68,113.26	110,849.72	62%
33-1015	0322WOA001	WOA - Adult	07/01/22 - 06/30/24	392,343.00	349,617.40	42,725.60	11%
33-1016	0322WOD001	WOD - Dislocated Workers	07/01/22 - 06/30/24	777,480.00	328,821.03	448,658.97	58%
33-1017	0322WOY001	WOY - Youth	07/01/22 - 06/30/24	376,370.00	165,935.59	210,434.41	56%
33-1018	0322WOR001	WIOA - Rapid Response	07/01/22 - 06/30/23	20,258.00	20,258.00	0.00	0%
33-1019	0323COL001	Infrastructure Support Services - Ongoing	09/01/22 - 10/31/23	183,507.21	132,219.73	51,287.48	28%
33-1020	0323CCP001	Protective Regulatory Services	09/01/22 - 12/31/23	816,400.00	677,488.05	138,911.95	17%
33-1021	0323CCF001	Child Care - CCF	10/01/22 - 12/31/23	7,349,710.00	4,234,951.75	3,114,758.25	42%
33-1022	0323SNE001	SNAP E & T	10/01/22 - 09/30/23	153,154.00	116,371.41	36,782.59	24%
33-1023	0323TAF001	Temporary Assistance for Needy Families	10/01/22 - 10/31/23	936,138.00	621,074.15	315,063.85	34%
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	3,938.95	38,278.05	91%
33-1026	0323CCQ001	Child Care Quality	10/01/22 - 10/31/23	873,784.00	300,303.82	573,480.18	66%
33-1027	0323WPA001	Wagner-Peyser Employment Service	10/01/22- 12/31/23	32,174.00	25,789.72	6,384.28	20%
33-1028	0323REA001	Reemployment Services and Eligibility Assessment	10/01/22 - 09/30/23	180,238.00	100,433.95	79,804.05	44%
33-1029	0323TRA001	Trade Adjustment Act	10/01/22 - 12/31/23	47,275.00	36,795.87	10,479.13	22%
33-1030	0323RAG001	Resource Administration Grant	10/01/22 - 09/30/23	6,346.00	3,796.70	2,549.30	40%
33-1031	0323WOO001	WOO - Additional Funding	10/01/22 - 09/30/23	63,450.00	24,954.37	38,495.63	61%
33-1032	0322TVC001	Texas Veteran's Commission	10/01/22 - 09/30/23	23,366.00	19,894.91	3,471.09	15%
33-1033	0323WOS001	WOS- Military Family Support	01/01/23 - 12/31/23	69,512.00	28,859.20	40,652.80	58%
33-1034	0323BSA001	BSA - Board Service Awards CC E&T	01/01/23 - 12/31/23	50,000.00	25,841.73	24,158.27	48%
33-1035	0323BSA002	BSA - Board Service Awards VR Integration	01/01/23 - 12/31/23	75,000.00	460.86	74,539.14	99%
33-1036	0323WOS002	WOS- Middle Skill Employment Supplies	03/08/23 - 11/30/23	37,701.00	94.26	37,606.74	100%
33-1037	0323WOR001	WIOA - Rapid Response	07/01/23 - 06/30/24	18,902.00	0.00	18,902.00	100%
33-1038	0323WOA001	WOA - Adult	07/01/23 - 06/30/25	547,623.00	0.00	547,623.00	100%
33-1039	0323WOD001	WOD - Dislocated Workers	07/01/23 - 06/30/25	745,108.00	0.00	745,108.00	100%
33-1040	0323WOY001	WOY - Youth	07/01/23 - 06/30/25	611,101.00	0.00	611,101.00	100%
33-1041	0324CCF001	Child Care - CCF	10/01/23 - 10/31/24	8,428,975.00	0.00	8,428,975.00	100%
33-1042	0324CCQ001	Child Care Quality	10/01/23 - 10/31/24	441,120.00	0.00	441,120.00	100%

**Board Procurement List
8/1/2022 - 7/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
2B Promotional Products	10/3/2022	\$ 619.00	Employee Shirts for Transition Fair	Micro		
2B Promotional Products	6/12/2023	\$ 1,573.00	Annual Reports	Micro	\$ 1,573.00	\$ 2,192.00
Adobe	8/29/2022	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	9/23/2022	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	10/5/2022	\$ 359.88	Creative Cloud	Micro		
Adobe	10/23/2022	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	11/23/2022	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	12/23/2022	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	1/23/2023	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	2/23/2023	\$ 84.95	Acrobat Pro DC for 5	Micro		
Adobe	3/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	4/11/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	4/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	6/24/2023	\$ 119.95	Acrobat Pro DC for 6	Micro	\$ 119.95	
Adobe	7/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro	\$ 119.95	\$ 1,554.28
Affordable Texas Movers	1/20/2023	\$ 475.00	Relocation of refrigerator from VR WF to VR Graham	Micro		
Affordable Texas Movers	4/17/2023	\$ 397.50	Labor to switch offices at the Board office	Micro		\$ 872.50
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		
Amazon	10/21/22	\$ 19.27	No Soliciting sign	Micro		
Amazon	12/19/22	\$ 31.55	Cutlery Kits for Board Meeting	Micro		
Amazon	12/20/22	\$ 79.98	Copy Paper and Air Wick Fresheners for Board Office	Micro		
Amazon	12/22/22	\$ 7.83	ADA Signs	Micro		
Amazon	12/26/22	\$ 55.21	Office and cleaning supplies for the Board Office	Micro		
Amazon	12/27/22	\$ 41.71	Cups and Air Wick Spray Kits	Micro		
Amazon	2/8/23	\$ 95.88	VGA Cables	Micro		
Amazon	3/5/23	\$ 26.93	iPhone chargers	Micro		
Amazon	3/7/23	\$ 1,906.98	Surface Pro and Keyboard for Board Staff	Micro		
Amazon	4/3/2023	\$ 9.49	Holders	Micro		
Amazon	4/13/2023	\$ 67.99	Docking Station for Board Staff	Micro		
Amazon	5/2/2023	\$ 280.96	Office Supplies for Staff	Micro		
Amazon	5/22/2023	\$ 252.76	Toner probe	Micro		
Amazon	5/24/2023	\$ 219.16	2 TV stand Carts	Micro		
Amazon	5/25/2023	\$ 335.00	Printer board staff	Micro		
Amazon	5/25/2023	\$ 339.95	Docking Stations for Center Staff	Micro		
Amazon	6/21/2023	\$ 49.78	Mailing suppliers	Micro	\$ 49.78	
Amazon	6/22/2023	\$ 12.98	Phone chargers	Micro	\$ 12.98	
Amazon	7/3/2023	\$ 179.00	Pocket talker WFC	Micro	\$ 179.00	
Amazon	7/7/2023	\$ 98.89	Docking station, keyboard WKC	Micro	\$ 98.89	\$ 5,469.41
AT&T Cor	6/13/23	\$ 89.97	3 Business Phones	Micro	\$ 89.97	\$ 89.97
AT&T Mobile	3/1/23	\$ 180.00	AT&T Deposits for iPhones	Micro		
AT&T Mobile	4/3/2023	\$ 1,097.88	Business Cell phones	Micro		
AT&T Mobile	5/18/23	\$ 535.87	Business Cell phones	Micro		
AT&T Mobile	7/15/23	\$ 337.71	Business Cell phones	Micro	\$ 337.71	\$ 2,151.46
AT&T Mobile Rec	6/3/23	\$ 342.93	Business Cell phones	Micro	\$ 342.93	
AT&T Mobile Rec	6/5/2023	\$ 190.77	Business Cell phones	Micro	\$ 190.77	
AT&T Mobile Rec	7/3/23	\$ 190.77	Business Cell phones	Micro	\$ 190.77	
AT&T Mobile Rec	7/7/23	\$ 342.83	Business Cell phones	Micro	\$ 342.83	\$ 1,067.30
B&H photo	2/22/2023	\$ 1,799.00	Computer for board staff	Micro		
B&H photo	4/29/2023	\$ 1,179.00	Computer for Center staff	Micro		
B&H photo	6/30/2023	\$ 29.99	Webcam	Micro	\$ 29.99	\$ 3,007.99
BlueAlly Technology	11/9/2022	\$ 6,179.07	Meraki License Renewal 2022	Micro		
BlueAlly Technology	2/14/2023	\$ 5,290.00	Meraki License Renewal 2023	Small		\$ 11,469.07
BLUEHOST INC	4/18/2023	\$ 817.02	Annual web hosting service	Micro		\$ 817.02
Boley and Featherston Insur	1/26/2023	\$ 500.00	Agency Fees	Micro		
Boley and Featherston Insur	3/1/2023	\$ 2,560.00	Directors Officers Liability Renewal	Micro		\$ 3,060.00
Branding Iron Inc	4/21/2023	\$ 488.67	April board meeting meal for 35	Micro		\$ 488.67
Budget Blinds	9/13/2022	\$ 1,964.00	Solar Shades for the Galaxy Center Reconstruction	Micro		\$ 1,964.00
Calendy	2/10/2023	\$ 108.00	Calendy yearly subscription Feb 2024	Micro		\$ 108.00
Card My Yard	9/16/2022	\$ 90.00	Card My Yard for Transition Fair	Micro		\$ 90.00

**Board Procurement List
8/1/2022 - 7/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
CDW Government Inc	10/20/22	\$ 1,905.55	Printer Ink for Board Office	Micro		
CDW Government Inc	4/7/2023	\$ 76.41	Logic KB mouse MK270 wireless combo (part of ViewSonic bu	Micro		
CDW Government Inc	4/24/2023	\$ 151.19	Surface Keyboard for David Dohme	Micro		
CDW Government Inc	5/1/2023	\$ 116.09	Brother HL-L2300D Printer	Micro		
CDW Government Inc	5/18/2023	\$ 191.07	3 Webcams	Micro		
CDW Government Inc	5/19/2023	\$ 1,130.98	2 Monitors for Lobby Area	Micro		
CDW Government Inc	5/20/2023	\$ 11,893.17	3 ViewSonic View board PC and Software For 3 Yr.	Small		
CDW Government Inc	5/22/2023	\$ 116.09	Printer L2300D	Micro		
CDW Government Inc	5/23/2023	\$ 967.49	Scanner	Micro		
CDW Government Inc	6/22/2023	\$ 2,750.00	Seymour Workspace	Micro	\$ 2,750.00	
CDW Government Inc	6/27/2023	\$ 424.91	Vernon Lab printer, monitors	Micro	\$ 424.91	
CDW Government Inc	7/18/2023	\$ 1,166.97	Laptop and monitors for ES	Micro	\$ 1,166.97	\$ 20,889.92
Circle M Bakery	10/11/22	\$ 106.80	Breakfast for Transition Fair	Micro		\$ 106.80
Constant Contact	9/24/22	\$ 770.00	Email marketing platform for our WordPress website.	Micro		
Constant Contact	6/26/23	\$ 997.50	Email marketing platform for our WordPress website.	Micro	\$ 997.50	\$ 1,767.50
DAVE'S BUG PRO	9/28/2022	\$ 60.00	Bimonthly Pest Control	Micro		
DAVE'S BUG PRO	10/19/2022	\$ 100.00	Rodents Traps Setup	Micro		
DAVE'S BUG PRO	10/26/2022	\$ 50.00	Rodent Service Charge	Micro		
DAVE'S BUG PRO	10/31/2022	\$ 50.00	Removal of Deceased Rodent	Micro		
DAVE'S BUG PRO	11/14/2022	\$ 50.00	Rodent Service Charge	Micro		
DAVE'S BUG PRO	11/23/2022	\$ 60.00	Bimonthly Pest Control	Micro		
DAVE'S BUG PRO	11/28/2022	\$ 50.00	Rodent Service Charge	Micro		
DAVE'S BUG PRO	1/25/2023	\$ 60.00	Bimonthly Pest Control	Micro		
DAVE'S BUG PRO	3/22/2023	\$ 60.00	Bimonthly Pest Control	Micro		
DAVE'S BUG PRO	5/24/2023	\$ 60.00	Bimonthly Pest Control	Micro		
DAVE'S BUG PRO	7/26/2023	\$ 60.00	Bimonthly Pest Control	Micro	\$ 60.00	\$ 660.00
Design Works	10/17/2022	\$ 4,720.60	IKEA Home Grant - Nocona, Petty, Bumble 2 of 2	Micro		\$ 4,720.60
Diaz and Smith Inc.	3/27/2023	\$ 29,440.00	2023 Fiscal Monitoring	Formal		\$ 29,440.00
Dollar Tree	10/7/2022	\$ 39.74	Supplies for Transition Fair	Micro		\$ 39.74
Edgin Parkman Fleming	6/13/2023	\$ 1,050.00	990 form	Formal	\$ 1,050.00	\$ 1,050.00
EFavorMart.com	7/12/2023	\$ 305.66	Tablecloths for conf. room	Micro	\$ 305.66	\$ 305.66
Facebook	8/28/2022	\$ 5.23	Facebook Ads	Micro		
Facebook	9/17/2022	\$ 25.00	Facebook Ads	Micro		
Facebook	10/17/2022	\$ 41.56	Facebook Ads	Micro		
Facebook	2/28/2023	\$ 49.35	Facebook Ads	Micro		
Facebook	3/30/2023	\$ 75.00	Facebook Ads	Micro		
Facebook	5/6/2023	\$ 125.04	Facebook Ads	Micro		
Facebook	6/1/2023	\$ 100.00	Facebook Ads	Micro	\$ 100.00	
Facebook	6/30/2023	\$ 2.85	Facebook Ads	Micro	\$ 2.85	
Facebook	7/13/2023	\$ 150.00	Facebook Ads	Micro	\$ 150.00	\$ 574.03
Family Dollar	7/21/2023	\$ 60.62	supplies	Micro	\$ 60.62	\$ 60.62
FedEx Freight	7/26/2023	\$ 82.00	Delivery freight charge	Micro	\$ 82.00	\$ 82.00
Firehouse Subs	3/20/2023	\$ 256.72	Board Meeting Meal	Micro		\$ 256.72
Flipbook	2/22/2023	\$ 80.89	Flipbook Software	Micro		\$ 80.89
Gallion Consulting	9/6/2022	\$ 10,963.50	Safe Cabinet Contract Renewal 9/11/21-9/11/23	Small		\$ 10,963.50
Gary Baker	9/1/2022	\$ 1,160.50	Cabinet Demo for reconstruction	Micro		
Gary Baker	9/8/2022	\$ 9,867.00	Glass Doors for reconstruction	Small		
Gary Baker	10/20/2022	\$ 10,658.04	PCO 7-9	Small		
Gary Baker	11/30/2022	\$ 8,454.70	CC Walls, Phone booth counter tops, etc.	Small		
Gary Baker	1/10/2023	\$ 13,951.69	VR Breakroom, Keying Cores, replacement outlets, switched & cover plates	Small		
Gary Baker	2/7/2023	\$ 11,568.80	CC Breakroom, VR cubicle electrical	Small		\$ 55,660.73
GoTo Technologies	8/15/2022	\$ 1,118.40	GoTo Assist Remote support and Service Desk	Micro		
GoTo Technologies	11/17/2022	\$ 1,300.00	Central - 25 Renewal	Micro		\$ 2,418.40
Great Big Canvas	9/27/2022	\$ 2,189.84	Pictures for Co-Location	Micro		\$ 2,189.84
Hoegger Communications	8/30/2022	\$ 5,549.00	Be Bold Website Package 2nd Half Installment 2 Of 2	Micro		\$ 5,549.00
Hudson Blueprint	9/16/2022	\$ 1,931.00	Hanging Signs for the BSA Project	Micro		
Hudson Blueprint	11/28/2022	\$ 1,232.00	3x6 Post and Panel for the Co-Location	Micro		\$ 3,163.00
McKinney BBQ	8/19/2022	\$ 500.00	Board Meeting meals	Micro		\$ 500.00
Microsoft	2/7/2023	\$ 72.00	Microsoft Subscription	Micro		
Microsoft	7/6/2023	\$ 4,554.00	Annual Microsoft Subscription	Micro	\$ 4,554.00	\$ 4,626.00
NameCheap.com	9/23/2022	\$ 14.76	Renewal wfsntx.com	Micro		
NameCheap.com	3/19/2023	\$ 14.76	Renewal ntxworksolutions.com	Micro		
NameCheap.com	6/20/2023	\$ 15.16	Renewal wfsntx.net	Micro	\$ 15.16	\$ 44.68

**Board Procurement List
8/1/2022 - 7/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Network Solutions	8/28/2022	\$ 58.98	Domain Names ntxworksolutions.org	Micro		\$ 58.98
Richard Rogers	2/3/2023	\$ 5,100.00	Program Monitoring Services	Formal		\$ 5,100.00
Shutterstock	6/1/2023	\$ 299.00	Annual renewal	Micro	\$ 299.00	\$ 299.00
Solid Border Inc	8/30/2022	\$ 952.00	ESET ANTI Virus Protection for Computers	Micro		\$ 952.00
Southern Computer Wareh	8/12/2022	\$ 4,678.86	6 Dell Laptops for Covid at home employees	Micro		
Southern Computer Wareh	8/31/2022	\$ 8,348.87	Unitrends Cloud Backup	Micro		
Southern Computer Wareh	10/20/2022	\$ 596.94	2 TV wall Mounts for Galaxy	Micro		
Southern Computer Wareh	10/28/2022	\$ 1,061.99	Scanner for Child Care	Micro		
Southern Computer Wareh	11/22/2022	\$ 1,875.32	ViewSonic PC for Galaxy	Micro		
Southern Computer Wareh	1/10/2023	\$ 8,121.26	2 ViewSonic TV Carts and 2 55" Monitors for Galaxy	Micro		
Southern Computer Wareh	1/19/2023	\$ 1,259.98	Laptop veterans	Micro		
Southern Computer Wareh	2/1/2023	\$ 990.48	FI-8170 Scanner for WF Center staff	Micro		
Southern Computer Wareh	5/1/2023	\$ 111.66	Webcams	Micro		\$ 27,045.36
Tech Soup	6/26/2023	\$ 212.00	Bitdefender for BSA	Micro	\$ 212.00	\$ 212.00
Texas Workforce Commissio	7/21/2023	\$ 102.50	Child Care brochures printing	Micro	\$ 102.50	\$ 102.50
The Burn Shop	3/23/2023	\$ 2,625.00	Iron sign for the Galaxy	Micro		
The Burn Shop	4/20/2023	\$ 2,625.00	34"X96" Sign Powder Coated Antique Silver	Micro		\$ 5,250.00
The Design Loft	5/23/2023	\$ 2,170.00	Military Flags for Center Lobby	Micro		\$ 2,170.00
TX CPA	8/28/2022	\$ 75.00	Renewal Cert Contract Developer and Manager	Micro		
TX CPA	7/26/2023	\$ 100.00	Annual TX Smart Buy membership	Micro	\$ 100.00	\$ 175.00
United Market Street	10/28/2022	\$ 497.11	Board Meeting Meal	Micro		
United Market Street	6/27/2023	\$ 161.97	Board Meeting Meal	Micro	\$ 161.97	\$ 659.08
USPS	10/8/2022	\$ 6.89	Postage	Micro		
USPS	10/20/2022	\$ 3.84	Postage	Micro		
USPS	5/17/2023	\$ 69.69	Postage Grand Opening	Micro		
USPS	6/22/2023	\$ 271.08	Postage Annual Mtg	Micro	\$ 271.08	
USPS	6/23/2023	\$ 70.20	Postage Annual Mtg	Micro	\$ 70.20	
USPS	7/7/2023	\$ 12.60	Postage stamps	Micro	\$ 12.60	\$ 434.30
Visual Edge IT (Benchmark)	1/23/2023	\$ 44.08	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	2/21/2023	\$ 79.33	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	4/1/2023	\$ 29.58	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	4/27/2023	\$ 113.83	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	5/25/2023	\$ 12.95	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	6/26/2023	\$ 161.29	Copier Monthly Maintenance	Micro	\$ 161.29	
Visual Edge IT (Benchmark)	7/27/2023	\$ 112.57	Copier Monthly Maintenance	Micro	\$ 112.57	\$ 553.63
Walmart	1/14/2023	\$ 102.95	Trashcans for VR	Micro		
Walmart	3/7/2023	\$ 310.24	iPhone screen protectors and cases	Micro		
Walmart	4/28/2023	\$ 26.10	Board meal supplies	Micro		
Walmart	5/3/2023	\$ 49.97	Cover	Micro		
Walmart	6/20/2023	\$ 74.30	phone cases	Micro	\$ 74.30	
Walmart	6/29/2023	\$ 63.88	June Board Meeting supplies	Micro	\$ 63.88	
Walmart	7/11/2023	\$ 0.24	Veteran photo prints	Micro	\$ 0.24	
Walmart	7/26/2023	\$ 71.42	supplies	Micro	\$ 71.42	\$ 699.10
Web Fire	8/1/2022	\$ 1,758.00	Merge w/ WebFire Install for Co-Location	Micro		
Web Fire	8/9/2022	\$ 23,117.00	Data Drops for Galaxy for Co-Location	Small		
Web Fire	8/16/2022	\$ 32,847.00	8-48 Port PoE switch for server rack for Co-Location	Small		
Web Fire	4/3/2023	\$ 635.00	Setup Cabling for New IT Staff	Micro		
Web Fire	4/11/2023	\$ 750.40	Cisco Meraki 1 GBE SFP SX fiber transceiver	Micro		\$ 59,107.40
Welcome To Texoma	8/1/2022	\$ 150.00	150 Welcome Baskets	Micro		\$ 150.00
Wichita Lock & Key	4/27/2023	\$ 65.00	Replacement key for storage cabinet	Micro		\$ 65.00
Wilson's Office Supply	8/26/2022	\$ 3,114.00	Office Chairs for staff at Board Office	Micro		
Wilson's Office Supply	9/13/2022	\$ 596.00	Guest Chairs at Board Office	Micro		
Wilson's Office Supply	4/13/2023	\$ 2,650.00	10 heavy duty five shelf units	Micro		
Wilson's Office Supply	4/26/2023	\$ 2,196.00	4 guest chairs, office setup for new position	Micro		\$ 8,556.00
Work Services Corp	7/1/2023	\$ 404.91	Shredding Company	Micro	\$ 404.91	\$ 404.91
WorkQuest (Amplify)	2/9/2023	\$ 91.00	Shredding Company	Micro		
WorkQuest (Amplify)	7/26/2023	\$ 949.00	Shredding Company	Micro	\$ 949.00	\$ 1,040.00
ZOOM	8/29/2022	\$ 40.00	Cloud Recording	Micro		
ZOOM	9/29/2022	\$ 40.00	Cloud Recording	Micro		
ZOOM	10/29/2022	\$ 40.00	Cloud Recording	Micro		
ZOOM	11/29/2022	\$ 40.00	Cloud Recording	Micro		
ZOOM	12/29/2022	\$ 40.00	Cloud Recording	Micro		
ZOOM	1/29/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	2/28/2023	\$ 40.00	Cloud Recording	Micro		

**Board Procurement List
8/1/2022 - 7/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
ZOOM	3/29/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	4/13/2023	\$ 789.50	Annual Zoom License	Micro		
ZOOM	5/4/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	6/30/2023	\$ 40.00	Cloud Recording	Micro	\$ 40.00	\$ 1,189.50
Total		\$ 293,775.06				\$ 293,775.06

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

DIR vendors on TX Comptrollers website

July 2023

Fund	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Other	Total	Oct 2022-Jul 2023
WIOA Youth	0	0	0	0	0	0	0	0	4	0	1	0	5	17
WIOA Adult	2	1	1	0	0	0	0	1	22	1	0	4	32	81
WIOA DW	0	0	0	0	0	0	0	0	10	0	0	3	13	39
ES	5	3	9	2	0	7	9	22	325	16	20	44	462	3,348
Vets	1	1	0	0	0	0	0	0	25	0	1	4	32	205
TAA	0	0	0	0	0	0	0	0	6	0	0	1	7	8
TANF/Choices	0	0	0	0	0	0	0	1	9	1	1	9	21	85
SNAP E&T	0	0	0	1	0	0	0	1	10	1	0	8	21	86
WIT ES	18	7	39	2	0	16	16	59	717	41	57	179	1151	5,159
Total	26	12	49	5	0	23	25	84	1128	60	80	252	1744	9,028

WIT Entered Employment

27 Placements + 24 Went to work = **51 Total** Entered Employment for Jul 2023

Employers Served	Total Services to Employers
322	3,546

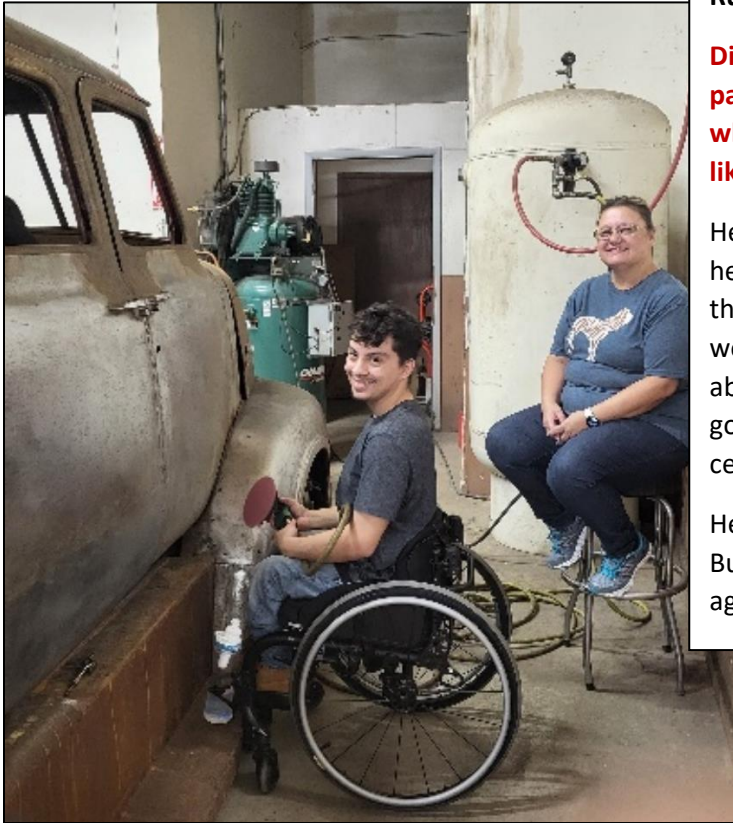
Job Order Report - by County

Region/LWDB: North Texas WF Board
 Create Date: 10/1/2022 to 7/31/2023

County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Archer County	TX	US	17	56	12
Baylor County	TX	US	78	82	25
Clay County	TX	US	36	101	59
Cottle County	TX	US	13	14	3
Foard County	TX	US	10	109	53
Hardeman County	TX	US	81	99	22
Jack County	TX	US	88	107	70
Montague County	TX	US	40	67	126
Wichita County	TX	US	1,396	3,215	2,953
Wilbarger County	TX	US	359	748	332
Young County	TX	US	78	174	194
County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Report Totals			2,249	5,122	4,408

Summer Earn and Learn

26 Participants, 20 Work Sites

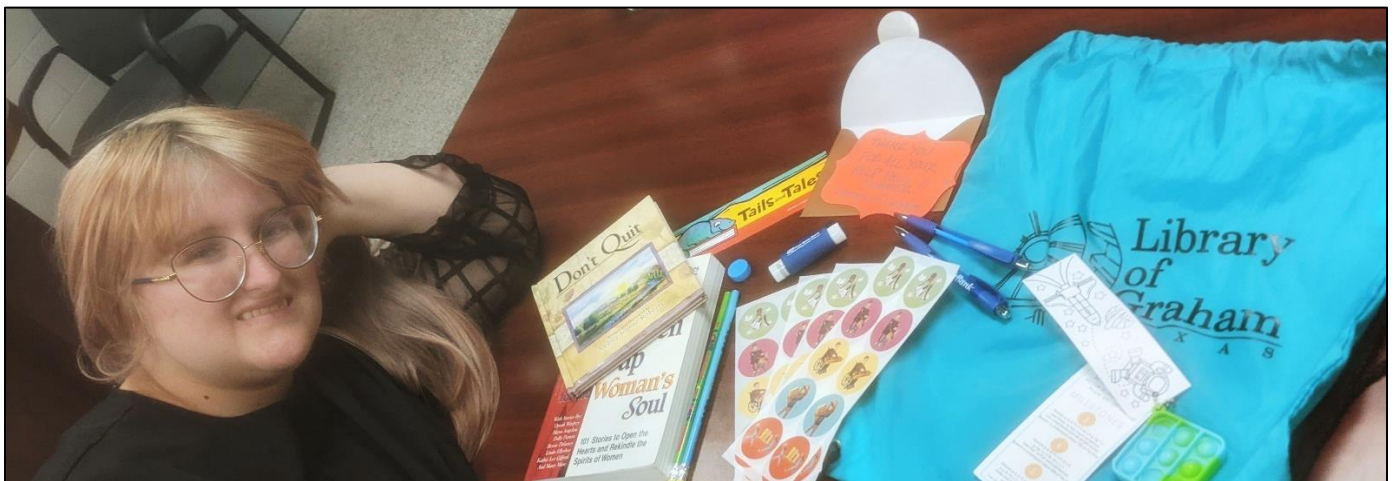


Ruben's House of Classics

Diego said he is grateful for the opportunity to participate in SEAL. It has helped him to see what working in the real world will really be like.

He appreciates the aid he had because she helped him maneuver his wheelchair in places that he could not have managed alone. His worksite gave him the opportunity to learn more about welding which is his desired employment goal. Diego already has some welding certifications.

He is going back in to the 18 plus program at Burk HS. He said he would participate in SEAL again and would encourage others to do so.



Library of Graham

Kelly LaFarge (Librarian): We at the Library of Graham pride ourselves on being a "library for all", and that includes those who work and volunteer for us! Thank you to Candy- we're glad she enjoyed her summer with us.

Candy Barrett: **"I'm so glad I got to spend my summer earning and learning at the Graham Public Library. It was fun and I learned a lot.** I know it will help me with success in my future."

Southside Youth Senter

“My name is a Alexis Klein. I just graduated from high school. **I wish I had known about the SEAL Program when I was 16. Jamie Long and Thomas Ostovich made sure to find a job that I would like.** Jamie took time out of her day to ask questions to find out what I liked and didn’t like.”

Going into this job I was scared, but my boss Tyler Preston was patient and willing to take a chance on me. **This job has been the greatest experience. I love my job at Southside Youth Center. I’m very grateful to the SEAL Program.**



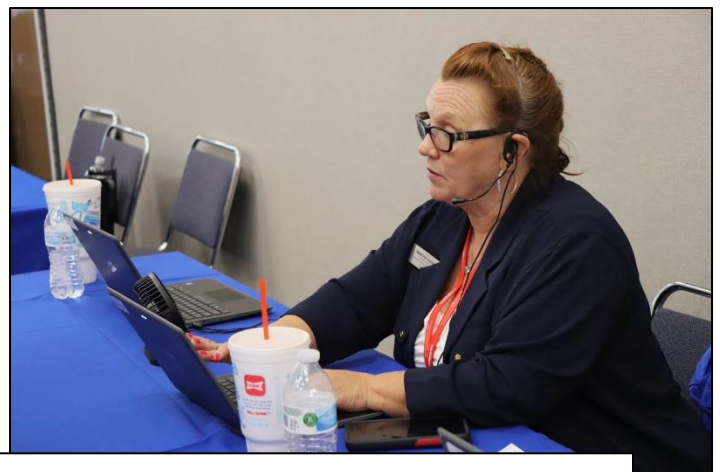
Faith Resale and Donation Center

Krista says she likes working at Faith Resale because her friends work there. She like sorting through the clothes, hanging the clothes and sorting through the books and toys and putting them on the shelves. She likes that her trainer comes to check on her and then steps back. She says that this is her first time working and she hopes she can continue after the 2023 program wraps up. Krista says she looks forward to doing the program again next year.

Her grandmother says that **Krista has matured with this experience. It has helped with her temperament. Grandma says this program has to continue because it is good for kids like Krista.**

Event Results

- **Jack County Job Fair**, Jun 6, Jacksboro City Hall
 - 5 employers, 14 job seekers
- **City of Wichita Falls Utility Systems Hiring Event**, Jun 13, Workforce Solutions North Texas
 - 29 job seekers
- **City of Wichita Falls Streets Department Hiring Event**, Jun 15, Workforce Solutions North Texas
 - 20 job seekers
- **Work Services Hiring Event**, Jun 22, Workforce Solutions North Texas
 - 6 job seekers
- **Cottle County Job Fair**, Jun 22, Bicentennial City-County Library in Paducah
 - 2 employers
- **Partner Up Community Job Fair**, Jul 13, MPEC
 - 101 employers, 355 job seekers
- **Clay County Job Fair**, Jul 27, Henrietta
 - 9 employers, 33 job seekers
- **YMCA Hiring Event**, Aug 10, Colonial Church in Wichita Falls
 - 9 job seekers
- **City of Wichita Falls (Parks) Hiring Event**, Aug 16, Workforce Solutions North Texas
 - 24 job seekers
- **City of Wichita Falls Hiring Event**, Aug 17, Workforce Solutions North Texas
 - 12 job seekers



Partner Up Community Job Fair

Tuesday, July 11, 2023

101 Employers, 355 Job Seekers

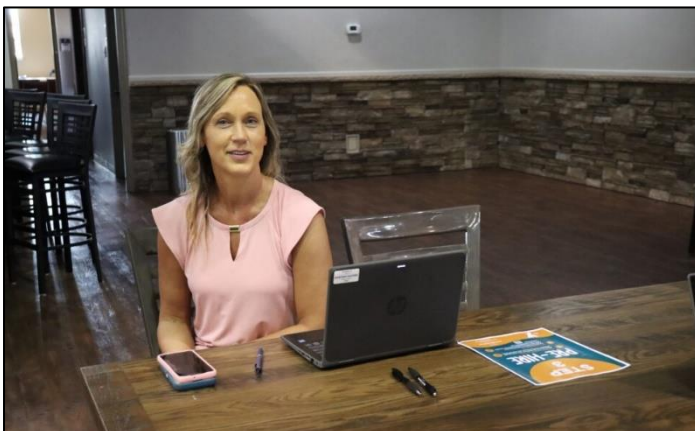


Partner Up Community Job Fair

★ ★ ★ ★ ★
WORKFORCE SOLUTIONS
 NORTH TEXAS



Partner Up Community Job Fair

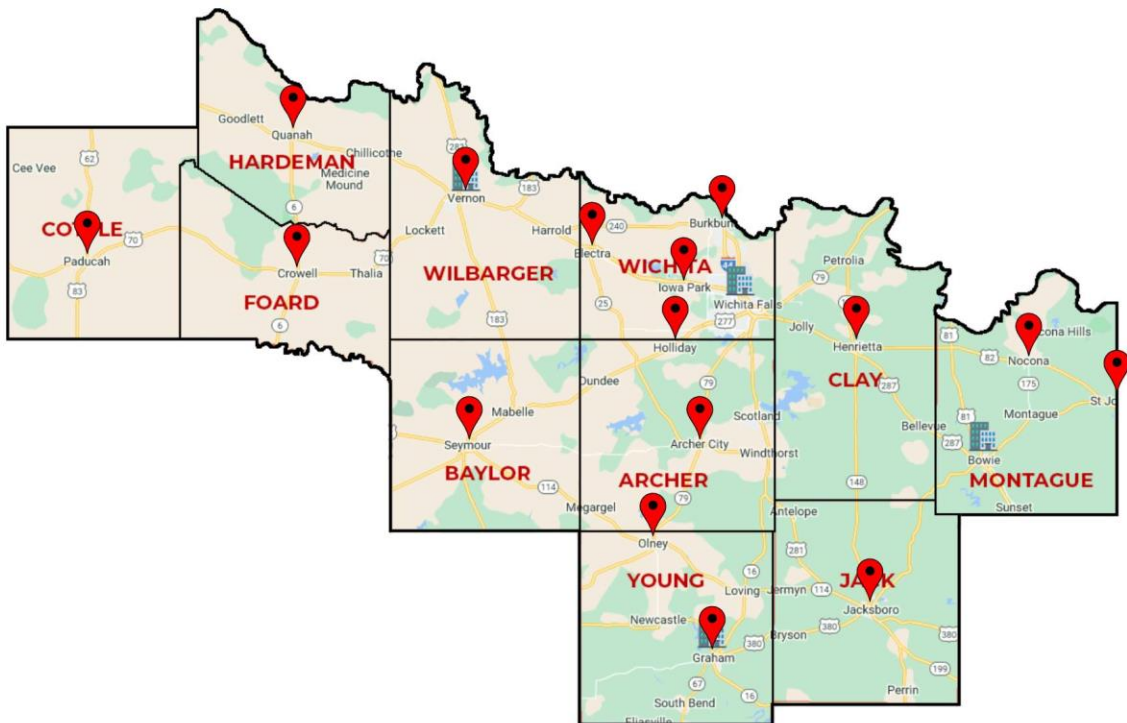


YMCA Hiring Event
Thursday, Aug 10, 2023
9 Job Seekers

Rural Service Delivery

Rural Library Project Career Stations

Visit www.ntxworksolutions.org/locations for more information.



Graham Chamber of Commerce Workforce Education Committee Meeting
Thursday, August 3, 2023



Clay County Job Fair
Thursday, July 27, 2023
9 Employers, 33 Job Seekers



**Workforce Presentation
at Young County Jail**
Thursday, July 27, 2023



A proud partner of the  network



Mobile Workforce Unit

August Schedule

Day	Dates	Times	Location
Monday	7, 14, 21, 28	9:00 AM – 3:00 PM	Seymour City RV Park
Tuesday	1, 8, 15, 22, 29	9:00 AM - noon	Jacksboro Chamber of Commerce
Tuesday	1, 8, 15, 22, 29	1:00 PM – 3:00 PM	Archer County Courthouse
Wednesday	2, 9, 16, 23, 30	9:00 AM – 3:00 PM	Hardeman County Courthouse, Quanah, TX
Thursday	*10, 24	9:00AM – 3:00 PM *8/10-10 AM-12 PM	Cottle County Courthouse, Paducah, TX
Thursday	*10, 17, 31	9:00 AM – 3:00 PM *8/10 1:00 PM-3:00 PM	Foard County Courthouse, Crowell, TX

Unless otherwise noted, Workforce Orientation for CHOICES applicants will be at 11:00 AM.

We will be closed on the following days this month:

No closings scheduled for August

PLEASE ALSO NOTE: For your safety and ours, we will not travel to the designated location during inclement weather.



Mobile Unit
 Ramona Clarkson, Coordinator
 (940) 249-8438
ramona.clarkson@ntbworksolutions.org

Upcoming Events



ALLRED UNIT HIRING EVENT



Thursday, August 22, 2023

10AM - 3PM

Workforce Solutions North Texas
Galaxy Center Entrance 5
4309 Old Jacksboro Hwy
Wichita Falls, TX 76302

- BRING**
- Driver's License
 - Social Security Card
 - Proof of Education

Full Healthcare & Retirement
Full & Part-Time Positions Available
Paid Training



nbxworksolutions.org/events 940.322.1801, option 2

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



JOB FAIR BAYLOR COUNTY

Thursday, August 31
11 AM - 2 PM



Baylor County Extension Office
500 N Main Street
Seymour, TX 76380



nbxworksolutions.org/events 940.322.1801, option 2

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Our Team



Commissioner Alberto Treviño
Friday, July 21, 2023

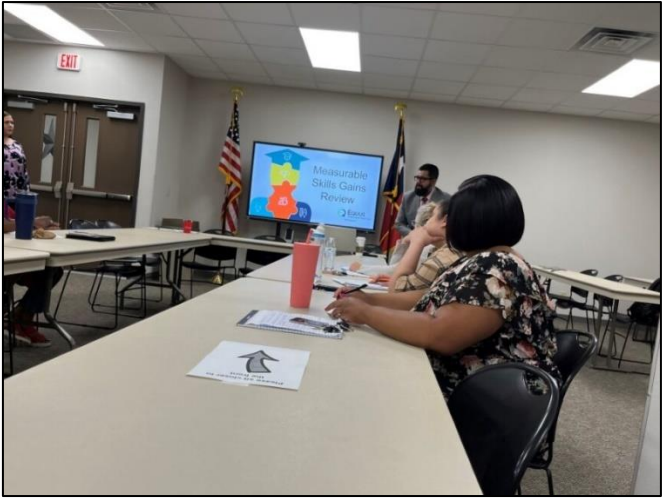




Diversity Training
Wednesday, June 14, 2023



Business Services Team Meeting



Measurable Skills Gains Training
Wednesday, June 21, 2023

Success Story

Jessica Johnson came to Workforce Solutions in June 2023 after having an “extremely rough summer”. She was unemployed and could not afford childcare for her four young children. Jessica lives in a rural community which also limited her childcare and employment options.

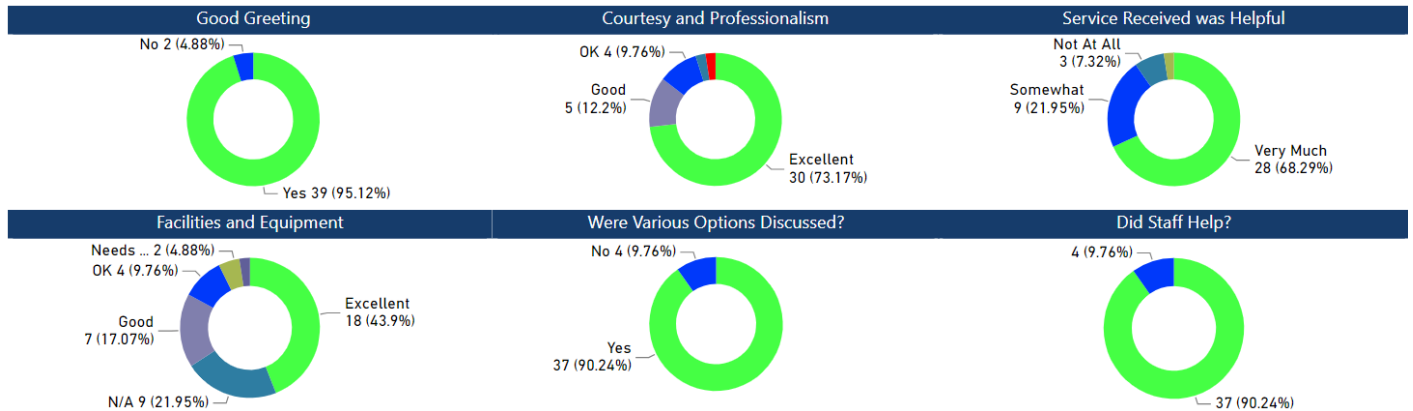
Jessica volunteered to participate in the Choices program. She received free childcare for one year, incentive gift cards, and supportive services including gas cards and interview clothes. Jessica was very humble and truly appreciated the support.

With the guidance of her Case Manager, Lisa McNamara, Jessica found a job within seven days. She started working at Wichita Home Health in June 2023 making \$9/hr.

Jessica said, **“I would like to take the opportunity to thank Workforce Solutions for all of their help and services, I am forever grateful.”** The Choices program removed many barriers to get Jessica back on her feet and self-sufficient.



84.81% Positive July Survey Results



“The whole delivery process was very professional and informative.”

“I think the whole class is very motivating and learned awesome skills to move forward in my job search with new skills learned here by my trainer especially, **Stacey Lingbeek**. She is a great person, trainer and very motivating and goes above and beyond for all of us looking to learn and get jobs.”

“They were very nice and helpful.”

“**Janet Leigh-SNAP Case Manager**, Is a hope and a light to anyone who enters her room/office. Not only was she very good at giving me options on all the assignments for the snap class, she went way above her job to sit and explain to me everything I needed help on. She provided me the form for my doctor. She is not only a Rockstar but has a great talent to offer your department. She is an asset to the community through her job at Texas workforce solutions.”

“The Staff is very excellent don't need to improvement.”

“You have a wonderful lady working here her name is Jean she was so helpful from the moment I got to the computer to do my Job search. She explained how to get started with my job search and answered all my question she really was so courteous and really very kind, I wasn't quite sure how it all worked but she put my mind at ease. What you did right was hiring people like Jean and making the computer user friendly. Thank you so much!”

“Fantastic, everything was great on the presenter's side.”

\$100 Gift Card Winners

Team members mentioned by name are entered into a monthly drawing.



June: Stacey Lingbeek (left) and Lisa McDaniel (right)



July: Jean Turner (left) and Lisa McDaniel (right)

Program Updates

Our office is now making resource deliveries to our providers again. Our office will deliver available resources such as: butcher paper, die cuts, laminating, spine binding machine, and materials we have available. Providers will need to complete the form located on our website and allow at least one week for delivery.

Client Services

Waiting List Information

- As of August 7, 2023, there are 132 families and **247 children waiting** for child care services.
- The estimated wait time for child care services is currently **1-3 months**.
- As of August 7,2023, we have outreached 25 families and have 107 families on current waitlist left to outreach.

	<i>Archer</i>	<i>Baylor</i>	<i>Clay</i>	<i>Cottle</i>	<i>Foard</i>	<i>Hardeman</i>	<i>Jack</i>	<i>Montague</i>	<i>Wichita</i>	<i>Wilbarger</i>	<i>Young</i>	<i>Total</i>
<i>Children on Waitlist</i>	5	0	11	0	0	9	7	10	184	14	7	247

Performance and Enrollment Numbers

Enrollment as of the end of July 2023:

- Total Children in Care = 1591
- Total New Referrals = 26 Families 52 Children

Performance as of the end of July 2023:

- Total # of Units Paid = 26,524
- # of Billable days = 21
- YTD through end of June = 219,481 units paid / 195 billable days = 1126 (91%)
- YTD through end of July (as of August 9, 2023) = 246,005 units paid / 216 billable days = 1139 (92%)

We are currently in open enrollment and are outreaching about 8 clients each week.

Provider Services

Contracted Child Care Providers (updated 07/14/2023)

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				2
Baylor		1					1
Clay		1		1			2
Cottle	1						1
Foard	1						1
Hardeman	1	1					2
Jack	2	1					3
Montague	1	2					3
Wichita	23	22	4	4		3	56
Wilbarger	1	4	2	0			7
Young	3	2					5
Totals	33	36	7	5	0	3	84

47.62% of contracted child care centers are Texas Rising Star accredited

Provider Services Update

NEW TRS PROVIDERS

Southside Youth Senter
1205 Montgomery
Wichita Falls, TX 76302

Tyler Preston
940-767-7071
TRS 2 Star



IN THE PROCESS

We have ten centers that have started the TRS process. Our mentors are working with them and are excited to see them successfully become TRS certified. The centers are:

**Itty Bitty Child Care
Learn and Play
Corner Street Daycare Center
Building Blocks Play 2 Learn
First Baptist Church-Henrietta**

**VIP Tots Childcare
Oh2BKids
Learning Depot
University Academy
YMCA Early Learning Academy at Colonial**

INFANT ROOM EXPANSION phase 1

God's Blessing CDC and Learn and Play were selected for the infant room expansion grant we received. We were able to provide them with the equipment to open an additional infant room. This added an additional 14 infant slots to our program.

INFANT ROOM EXPANSION phase 2

Solid Rock Tiny Tots have been selected for phase 2 of our infant room expansion grant we received. We will be helping them with the equipment to open an infant transition room.

*Children Come 1st had to withdraw.

Professional Development

TRS Early Education Conference



Two of our TRS Provider Specialists attended the TRS EEC, Adela Sanjuan and Allyson Harlost.



Frog Street Press Splash 2023



Provider Service Team

Allyson Harlost, Adela Sanjuan, Rhonda Gibbs, and Mary Havens.



Allyson Harlost and Adela Sanjuan with our outside assessor helper Prerna Richards at the Frog Street Conference.

Community Involvement

2023 Community Job Fair



Program Director-
Donna Adams,
Billing Specialist-
Nannette Holmes,
Admin Assistant-
Marisabel Martinez
and Financial
Specialist-Heather
Moyer.

Heather Moyer,
Nannette Holmes,
and Marisabel
Martinez (pictured to
the right) and Donna
Adams (below with
Heather) greet the
community with
smiles!



Townsquare Media Garage Sale



Adela Sanjuan, Mary Havens, and Rhonda Gibbs welcome shoppers to take a break and learn about our program at one of the city's largest garage sales.

Community Involvement

EVENTS COMING UP

Project Back to School – August 5

YMCA Hiring Event – August 10

WFHA Back to School Bash – August 15

Booker T Elementary/YMCA Meet the Teacher – August 15

Vernon College Resource Fair – August 29-30

Baylor Co Job Fair – August 31

