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

Workforce Solutions North Texas Board Meeting Agenda

February 2, 2024

Members of the Workforce Solutions North Texas Workforce Development Board will meet on **Thursday, February 8, 2024**, 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 noon, February 8th, to access via Zoom.

<https://us06web.zoom.us/meeting/register/tZcqde6opzkiEtAp9Hlxy9FvSA4QCMB7h34g>

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

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 October 2023 Board Meeting - Pgs. 2-5
Note - Full Board meeting recordings are posted to the board website at <https://ntxworksolutions.org/board-meetings/>
- F. Reports
 - a. Monitoring Committee - Pgs. 6-34
 - b. Executive Director
 - c. Workforce Solutions Workforce Center - Pgs. 35- 47
 - d. Workforce Solutions Childcare - Pgs. 48 -54
 - e. Rapid Response - Pgs. 55-56
- G. Announcements – Next Board Meeting – April 25, 2024
- H. 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 October 26, 2023

The Workforce Solutions North Texas Board met at noon on Thursday, October 26, 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
Marsha Anderson, Rolling Plains Management Corporation
Mary Aranda, Farmers Insurance
Michael Blevins, Tower Extrusions
Lauren Bush, Seymour Economic Development
Billy Clark, Helping Electra's Local People, Electra
Keri Goins, Childcare Partners
Steve Holloway, Wichita Falls Trades and Labor Council
Maria James, Wichita Falls Chamber of Commerce
Kristin Little, American National Bank & Trust, Wichita Falls
Debbie Powell, Texas Workforce Solutions, Vocational Rehabilitation
Crystal Sanders, Texas Workforce Commission
Rhonda Schreiber, Humana
Jim Sjolander, Berend Brothers
Dirk Welch, Midwestern State University
Julie Young, Wichita Adult Literacy

MEMBERS NOT PRESENT:

Tracey Jennings, Attorney
Kenny Miller, Region 9

GUESTS PRESENT:

Ginger Hannah, 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
Dennis Wilde, Nortex Regional Planning Commission
David Dohme, Texas Veterans Commission
Crystal Ojeda, Equus Wichita Falls 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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STAFF MEMBERS PRESENT:

Lisa McDaniel, Executive Director
Kendra Ball, Business & Outreach Manager
Sharon Hulcy, Contract 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 12:06 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 August 2023 Board meeting. Billy Clark made the motion to approve (motion passed).

Mrs. Sharon Hulcy went over discussion from the Monitoring Committee Meeting that was held on October 26th. Mrs. Hulcy indicated that the Fiscal Integrity Report completed by Diaz, Smith and Associates was reviewed and explained the reasoning behind these reviews annually to clear our vendors to ensure there are no risks with contracting going forward starting 10/1/2023.

Mrs. McDaniel reviewed the grant spending report and the procurement list and there were no questions asked. Mrs. McDaniel went over the increase in salaries from the personnel cost to the board levels. Mrs. McDaniel also went over insurance costs. TML was going to have a 44% increase, however, the Employer of Record had hired a broker to go out and see if they couldn't find a better option and they did. We are staying with Blue Cross Blue Shield and have an 11% increase.

Mrs. Sharon Hulcy went over the review from the Department of Health and Human Services for the SNAP program they had reviewed and did not find any errors or concerns.

Mrs. McDaniel introduced new board member Penny Miller from My HR Department, and stated that there are two that have been submitted that she is awaiting approval for. Those are Shannon Drury, a representative from Vernon College, and Michelle Wood, the Director of Career and Technology at the CTE for WFISD.

Mrs. McDaniel was notified Wednesday, October 25th, 2023, that as of January 1, 2023, the board will be required to have a local childcare committee.

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Mrs. McDaniel mentioned that we have a new board composition that has been set by the Texas Workforce Commission. HB1615 passed during the last legislature session amended a government code that required each board to expand its membership to include a representative to the childcare workforce. The childcare representative must be a current owner or director of a childcare facility that is licensed by and registered with the Texas Health and Human Services Commission. As of September 1st, boards have 90 days to become in compliance. Mrs. McDaniel explained that we are lucky because Keri Goins fits the criteria and the Texas Workforce Commission has given approval for Ms. Goins to fulfill that roll for our board until her next term expires, which isn't until September of 2025.

Mrs. Kendra Ball, Business and Outreach Manager, informed everyone that we need to make sure we are following our by-laws. Every board member is supposed to serve on at least one committee. She is working to put together some information, so everyone understands what committee they are working on. She has been doing research on what other boards are doing that are expected to be presented soon.

Mrs. Ball has also been working on a grant application for a Teacher Externship grant. We have applied, as well as other boards across the state. We want to facilitate 25 teacher externships during the Summer of 2024 so teachers can get placed with an employer and then take that education into the classroom for the 2024 Fall school year. They will not announce until January 2024 and the grant would start in February. More information to come.

Mrs. Crystal Ojeda, Center Director, went over the September 2023 workforce report. Mrs. Ojeda indicated for the year ending September 30th, the centers had served 10,713 customers. She also said that for the month of September, there were 51 total entered employments, 276 employers served and a total of 623 services given to employers. She states that they are still serving every county throughout the year and hosting a job fair to make sure we are available to all job seekers. She also went over event results for recent job fairs and hiring events. She indicated that during the 9th Annual Jobs Y'all Youth Career Expo, we hosted 1,155 8th graders, 97 teachers and 20 schools at Region 9.

Donna Adams, Childcare Program Director, then gave updates from the Childcare program. As of 10/2/23 there are 255 families and 504 children on the waitlist with the estimated wait time being 4 months. She stated that they have outreached 6 families and there are 249 families on current waitlist left to outreach. Mrs. Adams stated that at the end of September the total number of children placed in care was 1,496 with a total of new referrals from 12 families and 22 children. She states that the office is outreaching about 8 clients per week. She also stated that we currently have 89 contracted providers and of those 49.44% are accredited with Texas Rising Star. Mrs. Adams mentioned Beyond the Page, it serves to enhance the quality of the caregivers and strengthen literacy skills through a wide variety of supplemental materials.

Mrs. Kayla Crowley, Community Engagement Specialist for Childcare, shared that she and Keri Goins with Childcare Partners, have met with the Superintendent for Vernon ISD to expand Childcare Partners to Wilbarger county in the old elementary facility that was closed. One daycare center in Wilbarger county, Discovery Days has closed, so we are hoping to open a new facility for them in Wilbarger county. There is also a new center opening here in Wichita Falls and another in Young county. Mrs. Crowley encouraged all to check our Facebook page every Monday through Friday and share as the more we get the word out the more likely we are to see growth.



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Mrs. Kendra Ball went over the Rapid Response report to give everyone an update. We have had a handful of other business closes and layoffs since our last meeting. GulfMark is shutting down two different locations, affecting Electra and Bowie. Denny's in Wichita Falls on Kemp is closing for remodeling to open a Hawaiian Brothers and Marcos Pizza near Sheppard Airforce Base is also closing.

She indicated that she learned about Gene's Tasty Burger closing in July and attempted to reach out to provide rapid response services but the business was already closed when we learned about it. The Center reports that they have seen a few staff coming in for assistance and center staff are just completing those one-on-one. Mrs. Ball also informed everyone that she is working with a local manufacturing company who is very slow right now and trying to prevent layoffs. Mrs. Ball has provided information to connect them with TWC for shared work and other options to prevent layoffs. This was a confidential listing for possible layoffs in September.

Ms. Toni Alonso informed everyone about the Community in Schools fund-raiser to be held in December on the 15th at the Women's Forum. This event allows for you to have a lunch and decorate Gingerbread houses and all proceeds benefit Communities in Schools.

Mrs. McDaniel did mention that the December board meeting may be an activity for board members in lieu of the regular board meeting since concern was that they may not have a quorum being so close to the Christmas Holiday but that more information will be coming.

Mrs. Little announced the next board meeting was scheduled for December 15th, 2023, and the meeting was adjourned at 1:11 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Glenda Ramsey". The signature is written in a cursive style with a large, looping initial "G".

Glenda Ramsey, Secretary

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Vacant
Commissioner Representing
Employers

Edward Serna
Executive Director

November 30, 2023

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 a finding identified in the Texas Workforce Commission (TWC) Monitoring Report #23.03.0001. This report included a review of the Supplemental Nutrition Assistance Program Employment and Training program administered by Workforce Solutions North Texas (Board). This monitoring review identified a finding that requires further resolution action as outlined below:

Finding: Ensure SNAP E&T Program Requirements are Followed

The Board did not ensure the service provider followed SNAP E&T program guidelines and regulations for work activities. The following details were noted:

- In all seven (100 percent) applicable case files tested, when form H1822 ABAWD Work Requirement Verification was sent to HHSC to notify of an ABAWDs participation, the date of submittal was not documented in TWIST counselor notes.
- In three out of four (75 percent) applicable files tested, when form H1817 SNAP Information Transmittal was sent to HHSC to request a reconsideration of eligibility, the date of submittal was not documented in TWIST counselor notes. In addition, one case file, the reconsideration entered into TWIST Good Cause tab had the incorrect decision date listed.

Accurate and complete documentation to verify SNAP E&T work activities is necessary to support participant compliance with required hours of participation. Without strict adherence to SNAP E&T directives, there is limited assurance that federal and state funds are expended in accordance with statutory requirements.

Documentation Required:

The recommendation in the monitoring report states that the Board should strength its controls to ensure that form H1822 ABAWD Work Requirement Verification and form H1817 SNAP Information Transmittal program requirements are followed. Please provide implemented controls and procedures which address each of the

Ms. McDaniel
Page 2
November 30, 2023

weaknesses identified and ensures SNAP E&T program requirements and guidelines are followed and adhered to. In addition, please provide recent Board monitoring of this area, along with training agenda and sign-in sheets, if conducted.

Please provide the above information within 45 calendar days from the date of this letter to Rudy Ortiz, via email rudolfo.ortiz@twc.texas.gov. Additional documentation may be requested at a future date based on the documentation submitted.

Thank you in advance for your cooperation and assistance. Should you have any questions or concerns, please contact Rudy Ortiz at (512) 463-2943 or me at (512) 354-9616 or judy.ohn@twc.texas.gov.

Sincerely,

Judy Ohn

Judy Ohn
Director of Fiscal Services and Audit Resolution

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #23.03.0001

November 20, 2023

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 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 February 1, 2022, through January 31, 2023.

Our findings are summarized in the enclosed report. TWC Audit Resolution will contact you with an Initial Resolution 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 that Letter to respond to Audit Resolution with the documentation.

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, Deputy Division Director
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

Attachment



Monitoring Report
#23.03.0001
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 provides 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 Leases are Properly Procured

The Board did not comply with the federal and state procurement requirement for a lease. The Board should strengthen controls to ensure leases are procured in compliance with federal, state, and local requirements to allow for full and open competition. The Board should also reprocure the lease at the end of the current lease term.

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Finding

Ensure Leases are Properly Procured

The Board did not comply with federal and state procurement requirements for a lease.

For the County Club Village/Board office lease, the Board exercised a three-year option to renew that was not included in the procurement.

By not adhering to procurement controls, the Board cannot demonstrate that all procurement actions were conducted in a manner providing for full and open competition.

TWC Financial Manual for Grants & Contracts (FMGC) Supplement on Procurement, Version 1.0, E. Competition & Preferences, E.1 Full & Open Competition, E.1.2 Basic Standard states:

“All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards in UG, UGMS and this Publication. Except where specified otherwise, selection of subgrantees (subrecipients) must also be conducted in a manner providing full and open competition.”

Recommendation

The Board should strengthen controls to ensure leases are procured in compliance with federal, state, and local requirements to allow for full and open competition. The Board should also reprocure the lease at the end of the current lease term.

Appendix A. Abbreviations and Terms

ADA	Americans with Disabilities Act
Board	Workforce Solutions North Texas
CCS	Child Care Services
Choices	Employment services for TANF (Temporary Assistance for Needy Families)
ES	Employment Services
FMGC	Financial Manual for Grants and Contracts
IFA	Infrastructure Facilities Agreement
MOU	Memorandum of Understanding
NEG	National Emergency Grant
SNAP E&T	Supplemental Nutrition Assistance Program Employment and Training
TAA	Trade Adjustment Assistance
TWC	Texas Workforce Commission
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, NDW, TAA, and WIOA programs administered by the Board. We conducted this review May 1, 2023, to May 8, 2023. 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 February 1, 2022, through January 31, 2023. 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
- Automation

Service Provider

- Choices
- Noncooperation
- WIOA

Fiscal

- Allowable Costs and Pooled Expenditures
 - Disbursements
 - Cost Allocation
 - Support Services & NRPs
- 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 Board

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

Alberto Treviño, III, Commissioner Representing Labor

Joe Esparza, 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: May 8, 2023

Attendees:

Lisa McDaniel, Executive Director, Workforce Solutions North Texas

Sharon Hulcy, Contract Manager, Workforce Solutions North Texas

Karen Fite, IT Manager, Workforce Solutions North Texas

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

Crystal Ojeda, Project Director, Equus

Sandi Stahr, Program Supervisor, Equus

Annette Jackson, Project Accountant, Equus

Darla Silva, QA, Equus

Dennis Wilde, Executive Director, Nortex

Shana Ferguson, Finance Director, Nortex

Lanette McHazlett Sanchez, Project Manager, TWC

George Daiy, Monitor, TWC

Missy Pope, Monitor, TWC

Rene Trevino, Monitor, TWC

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Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #23.03.0001

November 20, 2023

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 Supplemental Nutrition Assistance Program Employment and Training program administered by Workforce Solutions North Texas. Our review covered the period February 1, 2022, through January 31, 2023.

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.

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, Deputy Division Director
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

Attachment



Supplemental Nutrition Assistance Program
Employment and Training
Monitoring Report
#23.03.0001
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 provides 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 SNAP E&T Program Requirements are Followed

The Board did not ensure the service provider followed SNAP E&T program guidelines and regulations for work activities. The Board should strengthen its controls to ensure the form H1822 and form H1817 SNAP program requirements are followed.

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Finding

Ensure SNAP E&T Program Requirements are Followed

The Board did not ensure the service provider followed SNAP E&T program guidelines and regulations for work activities. The following details were noted:

- In all seven (100 percent) applicable case files tested, when form H1822 ABAWD Work Requirement Verification was sent to HHSC to notify of an ABAWDs participation, the date of submittal was not documented in TWIST counselor notes.
- In three out of four (75 percent) applicable files tested, when form H1817 SNAP Information Transmittal was sent to HHSC to request a reconsideration of eligibility, the date of submittal was not documented in TWIST counselor notes. In addition, one case file, the reconsideration entered into TWIST Good Cause tab had the incorrect decision date listed.

Accurate and complete documentation to verify SNAP E&T work activities is necessary to support participant compliance with required hours of participation. Without strict adherence to SNAP E&T directives, there is limited assurance that federal and state funds are expended in accordance with statutory requirements.

TWC, Supplemental Nutrition Assistance Program Employment and Training Guide, February 21, 2023, Part A – Policy and Requirements, A-203: ABAWDs, A-203.a: Form H1822 Work Requirement Verification states:

“Boards must ensure that Workforce Solutions Office staff sends Form H1822 to HHSC within two weeks of an ABAWD’s initial participation in SNAP E&T activities. Initial participation starts at the orientation. Sending this form ensures that the ABAWD will not be in jeopardy of losing his or her SNAP benefits.

Boards must ensure that Workforce Solutions Office staff:

- completes Form H1822, Work Requirement Verification;
- enters into TWIST Counselor Notes a statement that Form H1822 was sent to HHSC, including the date Form H1822 was sent to HHSC; and
- keeps a copy of Form H1822 and fax confirmation on file at the Workforce Solutions Office.”

And *A-205: Requests for Reconsideration* states:

“Workforce Solutions Office staff does not conduct redeterminations of SNAP recipients who attend an employment planning meeting. However, if a SNAP recipient informs Workforce Solutions Office staff that he or she meets one of the federal exemptions or if Workforce Solutions staff determines that a SNAP recipient is not suited for any E&T component,* Boards must ensure that Workforce Solutions Office staff:

- completes and sends HHSC Form H1817 to HHSC requesting that the SNAP recipient’s work registration status be reconsidered;
- records the reconsideration request into TWIST under the Good Cause tab;
- enters into TWIST Counselor Notes:
 - a statement that Form H1817 was sent to HHSC;
 - the date Form H1817 was sent to HHSC; and
 - the reason for the reconsideration.”

Recommendation

The Board should strengthen its controls to ensure that form H1822 ABAWD Work Requirement Verification and form H1817 SNAP Information Transmittal program requirements are followed.

Appendix A. Abbreviations and Terms

Board	Workforce Solutions North Texas
FMGC	Financial Manual for Grants and Contracts
SNAP E&T	Supplemental Nutrition Assistance Program Employment and Training
TWC	Texas Workforce Commission

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 SNAP E&T program administered by the Board. We conducted this review from May 1, 2023, to May 8, 2023. 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 February 1, 2022, through January 31, 2023. 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:

Service Provider
SNAP E&T
Work Activities

Fiscal
Allowable Costs and Pooled Expenditures
Disbursements
Cost Allocation
Support Services

Appendix C. Report Distribution List

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

Workforce Solutions Board

Kristin Little, Chair

United States Department of Health and Human Services

Gwendolyn Jones, Regional Program Manager

Deborah Daniels, Program Specialist

Alisa Matthews, Program Specialist

Texas Workforce Commission

Bryan Daniel, Chairman and Commissioner Representing the Public

Alberto Treviño, III, Commissioner Representing Labor

Joe Esparza, Commissioner Representing Employers

Edward Serna, Executive Director

Randy Townsend, Deputy Executive Director

Courtney Arbour, Director, Division of Workforce Development

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: May 8, 2023

Attendees:

Lisa McDaniel, Executive Director, Workforce Solutions North Texas

Sharon Hulcy, Contract Manager, Workforce Solutions North Texas

Karen Fite, IT Manager, Workforce Solutions North Texas

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

Crystal Ojeda, Project Director, Equus

Sandi Stahr, Program Supervisor, Equus

Annette Jackson, Project Accountant, Equus

Darla Silva, QA, Equus

Dennis Wilde, Executive Director, Nortex

Shana Ferguson, Finance Director, Nortex

Lanette McHazlett Sanchez, Project Manager, TWC

George Daiy, Monitor, TWC

Missy Pope, Monitor, TWC

Rene Trevino, Monitor, TWC

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

November 20, 2023

Ms. Lisa McDaniel, Executive Director
Workforce Solutions North Texas
1501 Midwestern Pkwy., 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 2023.

Attached is a Summary Report that outlines the results for each program tested in your area. The scope of review was from July 1, 2021, through June 30, 2022.

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, Deputy Division Director
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

Data Validation Results Report

PY2023 Data Validation Results for North Texas (3)



WIOA Adult

Assessment

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Recognized Credential (WIOA)	10	0	0%
Date Attained Recognized Credential (WIOA)	10	1	10%
Type of Recognized Credential #2 (WIOA)	4	0	0%
Date Attained Recognized Credential #2 (WIOA)	4	0	0%
<i>SUB TOTALS</i>	<i>28</i>	<i>1</i>	<i>3.57%</i>

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	12	0	0%
Employment Status at Program Entry (WIOA)	2	0	0%
Supplemental Nutrition Assistance Program (SNAP)	1	0	0%
Low Income Status at Program Entry (WIOA)	3	0	0%
<i>SUB TOTALS</i>	<i>18</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)	12	0	0%
School Status at Program Entry (WIOA)	12	0	0%
<i>SUB TOTALS</i>	<i>24</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)	12	0	0%
Date of Program Exit (WIOA)	12	0	0%
<i>SUB TOTALS</i>	<i>36</i>	<i>0</i>	<i>0.00%</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)	2	0	0%
Date Attained Recognized Credential #2 (WIOA)	2	1	50%
<i>SUB TOTALS</i>	<i>14</i>	<i>1</i>	<i>7.14%</i>

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	7	0	0%
Employment Status at Program Entry (WIOA)	1	0	0%
Date of Actual Dislocation	3	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>13</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)	7	0	0%
School Status at Program Entry (WIOA)	7	0	0%
<i>SUB TOTALS</i>	<i>14</i>	<i>0</i>	<i>0.00%</i>

Service Tracking

Field Description	Records Tested	Records Unmet	Unmet Percentage
Type of Training Service #1 (WIOA)	6	0	0%
Date of Program Entry (WIOA)	7	1	14.29%
Date of Program Exit (WIOA)	7	2	28.57%
<i>SUB TOTALS</i>	<i>20</i>	<i>3</i>	<i>15.00%</i>

WIOA Youth

Assessment

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

Characteristics

Field Description	Records Tested	Records Unmet	Unmet Percentage
Date of Birth (WIOA)	1	0	0%
Individual with a Disability (WIOA)	1	0	0%
Supplemental Security Income (SSI) / Social Security Disability Insurance (SSDI)	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>5</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)	1	0	0%
School Status at Program Entry (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>2</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%
Type of Training Service #2 (WIOA)	1	0	0%
Date of Program Entry (WIOA)	1	1	100%
Date of Program Exit (WIOA)	1	0	0%
<i>SUB TOTALS</i>	<i>4</i>	<i>1</i>	<i>25.00%</i>

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

January 29, 2024

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

Audit Resolution Report

Dear Ms. McDaniel:

Workforce Solutions North Texas (Board) administers the Choices (employment services for Temporary Assistance for Needy Families), Employment Services, and Workforce Innovation and Opportunity Act programs. In Fiscal Year 2023 TWC conducted a monitoring review of these programs and had one finding, as documented in Monitoring Report #23.03.0001. This letter is about the audit resolution of the finding, as outlined below:

Finding: Ensure Leases are Properly Procured

The Board did not comply with federal and state procurement requirements for a lease.

For the County Club Village/Board office lease, the Board exercised a three-year option to renew that was not included in the procurement.

By not adhering to procurement controls, the Board cannot demonstrate that all procurement actions were conducted in a manner providing for full and open competition.

Corrective Action Taken:

The Board has proper controls in place to ensure procurements are in compliance with federal and state procurement guidelines and are conducted in a manner that always provides full and open competition. The Board's current lease will expire on May 1, 2025. In late spring of 2024 prior to the expiration of the lease the Board will issue an RFQ to procure the services of a broker to assist with the procurement of the Board's office lease and will have a new lease in affect by May 1, 2025. In addition, the Board provided a copy of its procurement checklist, as well of copies of its revised policies for the procurement of leases and broker services. Lastly, Board staff attended the procurement training conducted by TWC on July 17, 2023.

Because the corrective actions taken adequately resolves the finding, TWC Monitoring Report #23.03.0001 is closed. We encourage the Board to continue its efforts in following and adhering to federal, state, and local procurement guidelines and requirements, as this particular lease procurement will be tested during subsequent monitoring reviews.

Thank you for your assistance on this matter. If you have any further questions, please contact Judy Ohn at (512) 354-9616 or judy.ohn@twc.texas.gov.

Sincerely,



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

cc: Kristin Little, Chair, Workforce Solutions North Texas

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

**Board Procurement List
1/1/2023 - 12/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
2B Promotional Products	6/12/2023	\$ 1,573.00	Annual Reports	Micro		\$ 1,573.00
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		
Adobe	7/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	8/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	9/29/2023	\$ 119.95	Acrobat Pro DC for 6	Micro		
Adobe	10/5/2023	\$ 359.88	Adobe Cloud Annual	Micro	\$ 359.88	
Adobe	10/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro	\$ 119.95	
Adobe	11/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro	\$ 119.95	
Adobe	12/23/2023	\$ 119.95	Acrobat Pro DC for 6	Micro	\$ 119.95	\$ 1,729.28
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	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		
Amazon	6/22/2023	\$ 12.98	Phone chargers	Micro		
Amazon	7/3/2023	\$ 179.00	Pocket talker WFC	Micro		
Amazon	7/7/2023	\$ 98.89	Docking station, keyboard WKC	Micro		
Amazon	8/22/2023	\$ 425.28	Paper products	Micro		
Amazon	9/15/2023	\$ 561.44	Webcams	Micro		
Amazon	10/6/2023	\$ 244.45	5 Docking Stations	Micro	\$ 244.45	
Amazon	10/9/2023	\$ 63.72	office supplies	Micro	\$ 63.72	\$ 5,170.64
AT&T Cor	6/13/23	\$ 89.97	3 Business Phones	Micro		
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		
AT&T Mobile	7/15/23	\$ 337.71	Business Cell phones	Micro		
AT&T Mobile	7/15/23	\$ 337.71	Business Cell phones	Micro		
AT&T Mobile	8/3/23	\$ 645.61	Business Cell phones	Micro		
AT&T Mobile	12/3/23	\$ 431.50	Business Cell phones	Micro	\$ 431.50	
AT&T Mobile Rec	6/3/23	\$ 342.93	Business Cell phones	Micro		
AT&T Mobile Rec	6/5/2023	\$ 190.77	Business Cell phones	Micro		
AT&T Mobile Rec	7/3/23	\$ 190.77	Business Cell phones	Micro		
AT&T Mobile Rec	7/7/23	\$ 342.83	Business Cell phones	Micro		\$ 5,061.26
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		
B&H photo	9/19/2023	\$ 439.00	Printer	Micro		
B&H photo	12/22/2023	\$ 1,918.00	B&H Photo Scanners	Micro	\$ 1,918.00	\$ 5,364.99
BlueAlly Technology	2/14/2023	\$ 5,290.00	Meraki License Renewal 2023	Micro		\$ 5,290.00
BLUEHOST INC	4/18/2023	\$ 817.02	Annual web hosting service	Micro		\$ 817.02
Boley and Featherston Insurance	1/26/2023	\$ 500.00	Agency Fees	Micro		
Boley and Featherston Insurance	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
Burkburnett Chamber of Commerce	12/4/2023	\$ 103.60	Membership Dues	Micro	\$ 103.60	\$ 103.60
Calendy	2/10/2023	\$ 108.00	Calendy yearly subscription Feb 2024	Micro		\$ 108.00
CDW Government Inc	4/7/2023	\$ 76.41	Logic KB mouse MK270 wireless combo (part of ViewSonic bundle)	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		
CDW Government Inc	6/27/2023	\$ 424.91	Vernon Lab printer, monitors	Micro		
CDW Government Inc	7/18/2023	\$ 1,166.97	Laptop and monitors for ES	Micro		
CDW Government Inc	8/11/2023	\$ 240.85	PRINTER MOBILE UNIT	Micro		
CDW Government Inc	9/14/2023	\$ 3,269.30	22 MS office, power strips, monitor	Micro		

**Board Procurement List
1/1/2023 - 12/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
CDW Government Inc	10/1/2023	\$ 188.49	Monitor Seymour	Micro	\$ 188.49	
CDW Government Inc	10/1/2023	\$ 103.99	Monitor - C.H	Micro	\$ 103.99	
CDW Government Inc	10/5/2023	\$ 1,019.42	Toner Supplies	Micro	\$ 1,019.42	
CDW Government Inc	10/23/2023	\$ 294.92	MS Office Suite 2	Micro	\$ 294.92	
CDW Government Inc	11/16/2023	\$ 23.73	Ethernet Cabels KB	Micro	\$ 23.73	
CDW Government Inc	11/16/2023	\$ 276.42	Monitors CM's JL BM	Micro	\$ 276.42	
CDW Government Inc	11/16/2023	\$ 69.11	Monitors CM's BM	Micro	\$ 69.11	
CDW Government Inc	11/16/2023	\$ 69.11	Monitors CM's BM	Micro	\$ 69.11	
CDW Government Inc	11/16/2023	\$ 414.64	Monitors CM's CR LM	Micro	\$ 414.64	\$ 24,954.35
Cognito Forms	9/6/23	\$ 1,049.40	form software - webpage	Micro		\$ 1,049.40
COI Group LLC	10/23/23	\$ 85,643.21	Seymour Project 20 cubicles, 22 work stations install and electrical	Small	\$ 85,643.21	
COI Group LLC	12/27/23	\$ 500.00	Relocated cubicle	Micro	\$ 500.00	\$ 86,143.21
Constant Contact	6/26/23	\$ 997.50	Email marketing platform for our WordPress website.	Micro		\$ 997.50
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		
DAVE'S BUG PRO	11/1/2023	\$ 60.00	Bimonthly Pest Control	Micro	\$ 60.00	\$ 300.00
Dell Marketing LP	11/6/2023	\$ 1,194.37	Optiplex 7010 KB	Micro	\$ 1,194.37	\$ 1,194.37
Diaz and Smith Inc.	3/27/2023	\$ 29,440.00	2023 Fiscal Monitoring	Formal		
Diaz and Smith Inc.	9/27/2023	\$ 1,600.00	2023-2024 FISCAL INTEGRITY REVIEW/REPORT	Formal		\$ 31,040.00
E&M Consulting, Inc	12/19/2023	\$ 805.95	Advertising	Micro	\$ 805.95	\$ 805.95
Edgin Parkman Fleming	6/13/2023	\$ 1,050.00	990 form	Formal		\$ 1,050.00
EFavorMart.com	7/12/2023	\$ 305.66	Tablecloths for conf. room	Micro		\$ 305.66
Evergreen Electronics	9/12/2023	\$ 9,628.90	22 Computers/BSA, Staff computer/Seymour	Micro		\$ 9,628.90
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		
Facebook	6/30/2023	\$ 2.85	Facebook Ads	Micro		
Facebook	7/13/2023	\$ 150.00	Facebook Ads	Micro		
Facebook	7/30/2023	\$ 2.45	Facebook Ads	Micro		
Facebook	8/30/2023	\$ 98.46	Facebook Ads	Micro		
Facebook	10/10/2023	\$ 171.00	Facebook Ads 10/10/23-10/30/23	Micro	\$ 171.00	
Facebook	11/7/2023	\$ 99.10	Facebook Ads 11/7/23-11/9/23	Micro	\$ 99.10	
Facebook	12/8/2023	\$ 83.12	Facebook Ads 12/8/23 - 12/9/23	Micro	\$ 83.12	\$ 956.37
Family Dollar	7/21/2023	\$ 60.62	supplies	Micro		
Family Dollar	12/15/2023	\$ 8.61	supplies	Micro	\$ 8.61	\$ 69.23
FedEx Freight	7/26/2023	\$ 82.00	Delivery freight charge	Micro		\$ 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
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		\$ 25,520.49
GoTo Technologies	9/1/2023	\$ 1,264.80	Central - 25 Renewal	Micro		
GoTo Technologies	11/14/2023	\$ 167.14	Logmein subscription 11/13/23-11/12/24	Micro	\$ 167.14	
GoTo Technologies	11/14/2023	\$ 1,002.86	Logmein subscription 11/13/23-11/12/24	Micro	\$ 1,002.86	
GoTo Technologies	11/14/2023	\$ 74.29	Logmein subscription 11/13/23-11/12/24	Micro	\$ 74.29	
GoTo Technologies	11/14/2023	\$ 55.71	Logmein subscription 11/13/23-11/12/24	Micro	\$ 55.71	\$ 2,564.80
Hoegger Communications	9/13/2023	\$ 1,599.00	WEBSITE HOSTING AND MAINTENANCE YEARLY FEE	Micro		\$ 1,599.00
Horizon Datasys Corp.	10/12/2023	\$ 32.50	BSA items	Micro	\$ 32.50	\$ 32.50
Hudson Blue Print	10/23/2023	\$ 128.00	BSA Signs	Micro	\$ 128.00	\$ 128.00
Jason's Deli	10/19/2023	\$ 324.70	October 2023 Board Meeting Meal	Micro	\$ 324.70	\$ 324.70
Lowe's	8/2/2023	\$ 74.69	Cart	Micro		\$ 74.69
Microsoft	2/7/2023	\$ 72.00	Microsoft Subscription	Micro		
Microsoft	7/6/2023	\$ 4,554.00	Annual Microsoft Subscription	Micro		\$ 4,626.00
NameCheap.com	3/19/2023	\$ 14.76	Renewal ntxworksolutions.com	Micro		
NameCheap.com	6/20/2023	\$ 15.16	Renewal wfsntx.net	Micro		
NameCheap.com	9/23/2023	\$ 16.06	domain renewal	Micro		\$ 45.98
Network Solutions	8/8/2023	\$15.99	Ntxworksolutions.org private registration	Micro		
Network Solutions	8/26/2023	\$42.99	Ntxworksolutions.org domain registration	Micro		
Network Solutions	12/21/2023	\$ 59.03	Domain name, private, and web forwarding renewals	Micro	\$ 59.03	\$118.01
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
Solid Border Inc	9/6/2023	\$ 1,041.60	ESET ANNUAL LICENSE RENEWAL	Micro		\$ 1,041.60
Southern Computer Warehouse	1/10/2023	\$ 8,121.26	2 ViewSonic TV Carts and 2 55" Monitors for Galaxy	Micro		
Southern Computer Warehouse	1/19/2023	\$ 1,259.98	Laptop veterans	Micro		
Southern Computer Warehouse	2/1/2023	\$ 990.48	FI-8170 Scanner for WF Center staff	Micro		
Southern Computer Warehouse	5/1/2023	\$ 111.66	Webcams	Micro		
Southern Computer Warehouse	8/1/2023	\$ 10,141.07	UNITRENDS ANNUAL CLOUD STORAGE AND SOFTWARE 9/30/23-6/29/24	Small		
Southern Computer Warehouse	9/14/2023	\$ 1,428.88	2 OPTIPLEX MICRO CORE TRACKBALL MOUSE	Micro		
Southern Computer Warehouse	9/15/2023	\$ 549.62	Privacy screens, 2 Home ofc, headphones, keyboard/mouse	Micro		
Southern Computer Warehouse	10/16/2023	\$ 1,364.18	2 EA 7010 Micro i3 8G 256G W11 Computers	Micro	\$ 1,364.18	

**Board Procurement List
1/1/2023 - 12/31/2023**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Southern Computer Warehouse	11/1/2023	\$ 82.14	Magenta Cartridge	Micro	\$ 82.14	
Southern Computer Warehouse	11/1/2023	\$ 86.38	Cyan Cartridge	Micro	\$ 86.38	
Southern Computer Warehouse	12/11/2023	\$ 19.79	4 Port USB	Micro	\$ 19.79	
Southern Computer Warehouse	12/11/2023	\$ 71.30	C235 Toner	Micro	\$ 71.30	\$ 24,226.74
Tech Soup	6/26/2023	\$ 212.00	Bitdefender for BSA	Micro		
Tech Soup	8/25/2023	\$ 1,360.00	5 WiFi Access Points Galaxy	Micro		\$ 1,572.00
Texas Secretary of State	10/24/2023	\$ 1.00	Data for grant	Micro	\$ 1.00	\$ 1.00
Texas Workforce Commission	7/21/2023	\$ 102.50	Child Care brochures printing	Micro		\$ 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	7/26/2023	\$ 100.00	Annual TX Smart Buy membership	Micro		\$ 100.00
United Market Street	6/27/2023	\$ 161.97	Board Meeting Meal	Micro		
United Super Market	10/26/2023	\$ 11.57	Board meeting supplies	Micro	\$ 11.57	\$ 173.54
USPS	5/17/2023	\$ 69.69	Postage Grand Opening	Micro		
USPS	6/22/2023	\$ 271.08	Postage Annual Mtg	Micro		
USPS	6/23/2023	\$ 70.20	Postage Annual Mtg	Micro		
USPS	7/7/2023	\$ 12.60	Postage stamps	Micro		
USPS	12/6/2023	\$ 79.20	Postage for Christmas cards	Micro	\$ 79.20	\$ 502.77
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		
Visual Edge IT (Benchmark)	7/27/2023	\$ 112.57	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	8/30/2023	\$ 102.83	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	9/26/2023	\$ 134.14	Copier Monthly Maintenance	Micro		
Visual Edge IT (Benchmark)	10/27/2023	\$ 79.06	Board - Copier Rate 9/30/23-10/29/23	Micro	\$ 79.06	
Visual Edge IT (Benchmark)	11/30/2023	\$ 104.95	Board Copier Rate	Micro	\$ 104.95	
Visual Edge IT (Benchmark)	12/29/2023	\$ 104.05	Board Copier Rate 11/29/23-12/29/23	Micro	\$ 104.05	\$ 1,078.66
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		
Walmart	6/29/2023	\$ 63.88	June Board Meeting supplies	Micro		
Walmart	7/11/2023	\$ 0.24	Veteran photo prints	Micro		
Walmart	7/26/2023	\$ 71.42	supplies	Micro		
Walmart	10/30/2023	\$ 169.46	candy for Halloween event	Micro	\$ 169.46	
Walmart	12/5/2023	\$ 46.80	Christmas cards	Micro	\$ 46.80	\$ 915.36
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		
Web Fire	8/4/2023	\$ 58.97	Patch cables for phone issue	Micro		\$ 1,444.37
Welcome to Texoma	10/10/2023	\$ 21.00	Welcome Baskets	Micro	\$ 21.00	\$ 21.00
WF Chamber of Commerce	10/30/2023	\$ 5,000.00	Leaderfest seminar for staff 4&6, Chairmans Brnze ann. Chamber membership	Micro	\$ 5,000.00	\$ 5,000.00
Wichita Lock & Key	4/27/2023	\$ 65.00	Replacement key for storage cabinet	Micro		\$ 65.00
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		\$ 4,846.00
Work Services Corp	7/1/2023	\$ 404.91	Shredding Company	Micro		\$ 404.91
WorkQuest (Amplify)	2/9/2023	\$ 91.00	Shredding Company	Micro		
WorkQuest (Amplify)	7/26/2023	\$ 949.00	Shredding Company	Micro		
WorkQuest (Amplify)	8/17/2023	\$ 237.00	Shredding Company	Micro		
WorkQuest (Amplify)	9/19/2023	\$ 91.00	Shredding Company	Micro		
WorkQuest (Amplify)	12/12/2023	\$ 705.00	Shredding Company for 9/14/23 - 11/9/23	Micro	\$ 705.00	\$ 2,073.00
ZOOM	1/29/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	2/28/2023	\$ 40.00	Cloud Recording	Micro		
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		
ZOOM	7/29/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	8/29/2023	\$ 40.00	Cloud Recording	Micro		
ZOOM	10/29/2023	\$ 40.00	Coud Recording	Micro	\$ 40.00	
ZOOM	11/29/2023	\$ 40.00	Cloud Recording	Micro	\$ 40.00	\$ 1,149.50
Total		\$ 281,124.63			\$ 104,376.30	\$ 281,124.63

Currently this list does not include most leases, travel, training cost, or telecommunications
DIR vendors on TX Comptrollers website

Workforce Solutions North Texas
Grant Spending Report
Report Date: As of 12/31/2023

Acct Code	Grant Number	Workforce Program	Grant Period	Total Grant Award	Total Grant Expended	Balance Remaining	% Remaining
33-880	NT2020-1	PATH	01/01/20 - 05/16/24	180,000.00	92,188.60	87,811.40	49%
33-1013	0322BSA001	BSA - Board Service Awards	01/01/22 - 12/31/23	200,000.00	199,916.70	83.30	0%
33-1015	0322WOA001	WOA - Adult	07/01/22 - 06/30/24	392,343.00	360,082.61	32,260.39	8%
33-1016	0322WOD001	WOD - Dislocated Workers	07/01/22 - 06/30/24	777,480.00	725,416.11	52,063.89	7%
33-1017	0322WOY001	WOY - Youth	07/01/22 - 06/30/24	376,370.00	345,850.45	30,519.55	8%
33-1020	0323CCP001	Protective Regulatory Services	09/01/22 - 12/31/23	816,400.00	809,510.05	6,889.95	1%
33-1021	0323CCF001	Child Care - CCF	10/01/22 - 12/31/23	7,349,710.00	7,169,523.46	180,186.54	2%
33-1024	0323CCM001	Child Care Local Match	10/01/22 - 12/31/23	591,964.00	591,964.00	0.00	0%
33-1027	0323WPA001	Wagner-Peyser Employment Service	10/01/22- 12/31/23	41,777.00	41,777.00	(0.00)	0%
33-1028	0323REA001	Reemployment Services and Eligibility Assessment	10/01/22 - 03/31/24	265,238.00	235,614.07	29,623.93	11%
33-1029	0323TRA001	Trade Adjustment Act	10/01/22 - 12/31/23	81,925.00	78,636.26	3,288.74	4%
33-1033	0323WOS001	WOS- Military Family Support	01/01/23 - 12/31/23	69,512.00	69,434.38	77.62	0%
33-1034	0323BSA001	Board Service Awards CC E&T	01/01/23 - 12/31/23	50,000.00	45,821.37	4,178.63	8%
33-1035	0323BSA002	Board Service Awards VR Integration	01/01/23 - 3/31/24	75,000.00	902.53	74,097.47	99%
33-1036	0323WOS002	WOS- Middle Skill Employment Supplies	03/08/23 - 3/31/24	37,701.00	19,531.39	18,169.61	48%
33-1037	0323WOR001	WIOA - Rapid Response	07/01/23 - 06/30/24	18,902.00	6,649.59	12,252.41	65%
33-1038	0323WOA001	WOA - Adult	07/01/23 - 06/30/25	548,592.00	167,486.01	381,105.99	69%
33-1039	0323WOD001	WOD - Dislocated Workers	07/01/23 - 06/30/25	745,108.00	69,677.36	675,430.64	91%
33-1040	0323WOY001	WOY - Youth	07/01/23 - 06/30/25	612,132.00	29,124.12	583,007.88	95%
33-1041	0324CCF001	Child Care - CCF	10/01/23 - 10/31/24	7,820,033.00	620,396.55	7,199,636.45	92%
33-1042	0324CCQ001	Child Care Quality	10/01/23 - 10/31/24	778,097.00	72,862.40	705,449.77	91%
33-1043	0324COL001	Infrastructure Support Services - Ongoing	09/01/23 - 10/31/24	167,379.84	44,654.35	122,725.49	73%
33-1044	3024VRS039	Student Hire Ability Navigator	09/01/23 - 08/31/25	226,000.00	33,910.85	192,089.15	85%
33-1046	0324CCP001	Protective Regulatory Services	09/01/23 - 08/31/24	665,689.00	201,852.60	463,836.40	70%
33-1047	0324WOO001	WOO - Additional Funding	10/01/23 - 09/30/24	2,685.00	49.41	2,635.59	98%
33-1048	0324SNE001	SNAP E & T	10/01/23 - 09/30/24	130,025.00	54,562.86	75,462.14	58%
33-1049	0324TAF001	Temporary Assistance for Needy Families	10/01/23 - 10/31/24	944,586.00	177,370.08	767,215.92	81%
33-1050	0324RAG001	Resource Administration Grant	10/01/23 - 09/30/24	6,346.00	925.70	5,420.30	85%
33-1051	3024VRS096	Paid Work Experience	10/01/23 - 09/30/25	375,000.00	13,499.98	361,500.02	96%
33-1052	3022VRS028 1	Summer Earn and Learn	10/01/23 - 09/30/25	178,962.98	46.81	178,916.17	100%
33-1053	0324WCI001	Workforce Commission Incentives	10/01/23 - 09/30/24	42,217.00	625.65	41,591.35	99%
33-1054	0324TVC001	Texas Veteran's Commission	10/01/23 - 09/30/24	19,401.00	2,621.43	16,779.57	86%
33-1055	0324WPA001	Wagner-Peyser Employment Service	10/01/23- 12/31/24	16,168.00	710.30	15,457.70	96%
33-1056	0324TRA001	Trade Adjustment Act	10/01/23 - 09/30/24	63,000.00	52.50	62,947.50	100%
33-1057	0324REA001	Reemployment Services and Eligibility Assessment	10/01/23 - 09/30/24	336,555.00	2,085.81	334,469.19	99%
33-1058	0324CCM001	Child Care Local Match	10/01/23- 12/31/24	585,132.00	0.00	585,132.00	100%
33-1059	0324BSA001	Board Service Awards VR Integration	01/01/24 - 12/31/24	50,000.00	0.00	50,000.00	100%
33-1060	0324WOS001	WOS- Military Family Support	01/01/24 - 12/31/24	69,512.00	0.00	69,512.00	100%
33-1061	0324WOZ001	WIOA Upskilling for Gap	01/01/24 - 07/31/24	61,967.00	0.00	61,967.00	100%



January 2024

Fund	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Other	Total	Oct 2023-Jan 2024
WIOA Youth	0	0	0	0	0	0	0	0	7	0	0	1	8	11
WIOA Adult	0	1	1	0	0	0	0	0	26	0	1	1	30	50
WIOA DW	0	0	1	0	0	0	0	3	9	0	0	1	14	18
ES	9	3	10	0	0	3	4	25	275	9	9	37	384	1,557
Vets	1	0	0	0	0	0	0	0	23	1	0	4	29	91
TAA	0	0	0	0	0	0	0	0	6	0	0	0	6	6
TANF/Choices	0	0	0	0	0	0	0	0	20	1	0	2	23	31
SNAP E&T	0	1	2	0	0	1	0	3	14	0	0	2	23	43
WIT ES	23	6	32	4	2	12	17	79	742	47	42	91	1097	2,775
Total	33	11	46	4	2	16	21	110	1122	58	52	139	1614	4,582

WIT Entered Employment

35 Placements + 31 Went to work = **66 Total** Entered Employment for Jan 2024

Employers Served	Total Services to Employers
<u>352</u>	<u>1,141</u>

Job Order Report - by County 10/1/2023 to 1/31/2024

County	Total Job Orders	% Total Orders	Total Job Openings	% Total Openings	Total Staff Referrals	% Total Staff Referrals	Total Internet Referrals	% Total Internet Referrals	Total Job Referrals	% Total Referrals
Archer County	8	1%	12	1%	0	0%	1	0%	1	0%
Baylor County	38	3%	56	2%	3	0%	6	1%	9	1%
Clay County	22	2%	46	2%	4	0%	9	1%	13	1%
Cottle County	8	1%	8	0%	0	0%	3	0%	3	0%
Foard County	27	2%	64	3%	8	1%	1	0%	9	1%
Hardeman County	39	3%	43	2%	22	2%	10	1%	32	2%
Jack County	32	3%	35	2%	7	1%	16	2%	23	1%
Montague County	78	6%	94	4%	53	5%	23	3%	76	4%
Wichita County	533	44%	1,199	53%	590	58%	539	70%	1,129	63%
Wilbarger County	253	21%	320	14%	81	8%	81	11%	162	9%
Young County	58	5%	118	5%	132	13%	22	3%	154	9%
County	Total Job Orders	% Total Orders	Total Job Openings	% Total Openings	Total Staff Referrals	% Total Staff Referrals	Total Internet Referrals	% Total Internet Referrals	Total Job Referrals	% Total Referrals
Report Totals	1,207	100%	2,257	100%	1,026	100%	766	100%	1,792	100%

Event Results

Jack County Job Fair	Wed, Oct 25, 2023	4 job seekers	3 employers
Holt Truck Centers Hiring Event	Wed, Nov 1, 2023	4 job seekers	
Hiring Red, White & You! Hiring Event	Thu, Nov 9, 2023	64 job seekers (25 veterans, 8 military spouses)	65 employers
Hardeman County Job Fair	Thu, Nov 30, 2023	6 job seekers	4 employers
Frank & Joe's Hiring Event	Thu, Nov 30, 2023 - Dec, 1, 2023	9 job seekers	
Tower Extrusions Hiring Event	Wed, Dec 13, 2023	26 job seekers	
Apache Lonestar Casino Hiring Event	Thu, Dec 14, 2023	60 job seekers	3 veterans
Montague County Job Fair	Thu, Dec 14, 2023	25 job seekers	10 employers
City of Wichita Falls (Water Distribution) Hiring Event	Tue, Jan 16, 2024	22 job seekers	
TDCJ Hiring Event	Jan 23, 2024	10 job seekers	
Covercraft Hiring Event	Jan 24-25, 2024	63 job seekers	
Rolling Plains Hiring Event	Jan 26, 2024	7 job seekers	1 veteran
Apache Lonestar Casino Hiring Event	Jan 30, 2024	51 job seekers	3 veterans
Wilbarger County Job Fair	Jan 31, 2024	57 job seekers	25 employers



WORKFORCE SOLUTIONS
NORTH TEXAS



Rural Service Delivery



Jack County Job Fair



Montague County Job Fair





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Mobile Workforce Unit

February Schedule

Day	Dates	Times	Location
Monday	5, 12, 26	9:00 AM – 3:00 PM	Seymour City RV Park
Tuesday	6, 13, 20, 27	9:00 AM - noon	Jacksboro Chamber of Commerce
Tuesday	6, 13, 20, 27	1:00 PM – 3:00 PM	Archer County Courthouse
Wednesday	7, 14, 21, 28	9:00 AM – 3:00 PM	Hardeman County Courthouse, Quanah, TX
Thursday	*1, 8, 22	9:00AM-3:00PM *9:00-12:00	Cottle County Courthouse, Paducah, TX
Thursday	*1, 15, 29	9:00AM-3:00PM *1:00PM-3:00PM	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:

Monday, February 19, 2024, in observance of President's Day.

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) 249-8436

ramona.clarkson@ntxworksolutions.org

Bowie Workforce Center
(940) 872-2424

Graham Workforce Center
(940) 549-6363

Vernon Workforce Center
(940) 552-5211

Wichita Falls Workforce Center
(940) 322-1801

Upcoming Events

JACK COUNTY JOB FAIR

Thursday, February 22, 2024

1PM-3PM

First Baptist Church
200 N. Knox Street
Jacksboro, TX 76458

Meet employers
face-to-face!



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ntxworksolutions.org/events



940.549.6363

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



TRANSITION FAIR 2024

**SAVE!
THE DATE!**

for high school students with a disability or 504 plan

MARCH 6

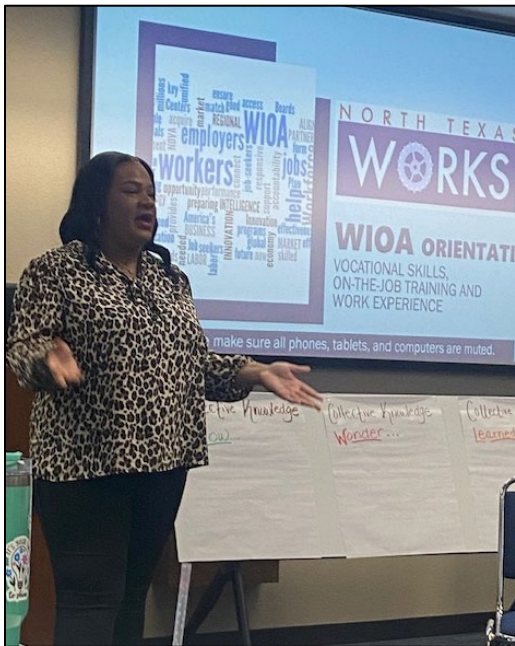
MPEC • 1000 5th St. • Wichita Falls, TX • 76301



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In the Community



Brittany Myles, WIOA Case Manager, presents to P-Tech teachers at Region 9.



LeAnne Baird, Student HireAbility Navigator, volunteers to guide blindfolded sighted persons walk a mile in the shoes of a BVI individual on White Cane Day.



Anthony Louis, Engineering and Quality Manager from Pratt & Whitney, and his team, participate in virtual career exploration.



Our Team



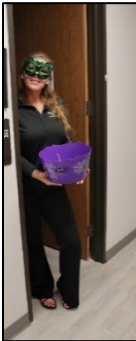
Workforce Solutions North Texas received **third place** and a check for **\$50,000** for the **Vocational Rehabilitation Integration Award**. This award recognizes the boards who show the highest level of collaboration between the Workforce Career Center services and the Vocational Rehabilitation division.



Leaderfest Wichita Falls, Thursday, December 7, 2023



Spirit Week for Veteran's Day 2023



Halloween Fun

WORKFORCE SOLUTIONS
NORTH TEXAS



Thanksgiving



Christmas

WORKFORCE SOLUTIONS
NORTH TEXAS



Staff Development Day 2023

Success Story

Josh Coffey never worked before coming to Workforce Solutions North Texas. He had several barriers that made finding the right job a challenge. At the 2023 Montague County Job Fair he met Dr. Barlow with Bowie Pet Clinic.

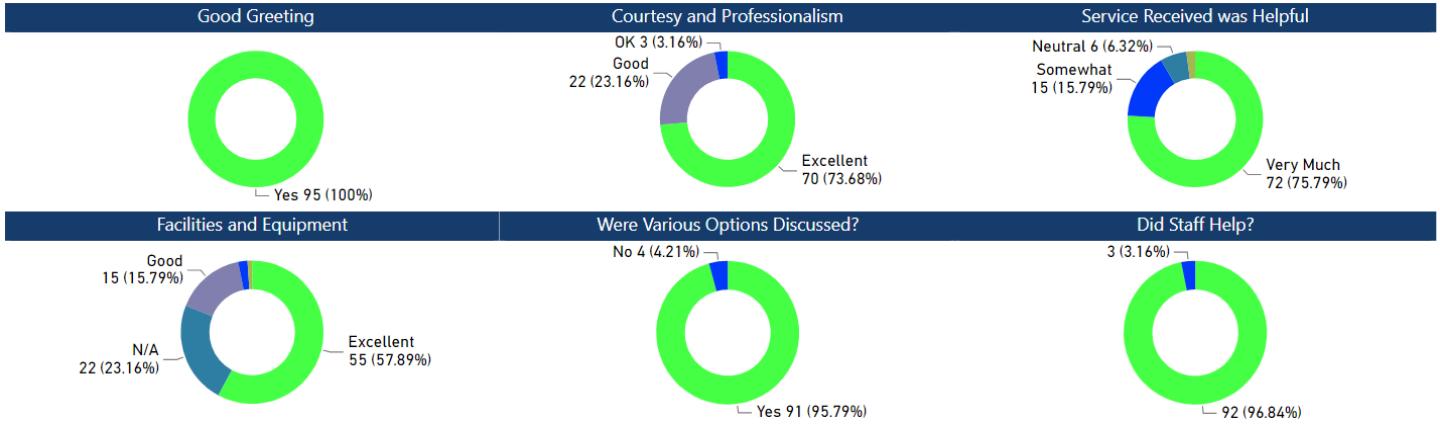
Dr. Barlow's father had the same barriers to employment, and she said she felt a connection with Josh as soon as she met him. Dr. Barlow said, **"I didn't even have an actual position open. I met Josh, knew I had to have him in my clinic, and just had to create a position for him."**

Josh loves his job, especially the animals. He wanted to have his picture taken with the kittens, his favorite. He has built very close relationships with other staff at the clinic. According to Dr. Barlow, he is adored there! **When asked what he has learned at his job, Josh said, "Did you know there's more than one way to mop?! I didn't even know what a dust mop was before I started working here."** His responsibilities continue to expand as he learns.

Josh's grandma said, **"Josh is more responsible in his home life. He is beginning to take the initiative rather than having to be told or given directions. I went to visit him last week (Josh is now living on his own!!!), and he had done his own laundry! May seem small, but this is BIG for Josh!"** Josh was so enthusiastic when he was offered this job. His entire demeanor has changed.



93.43% Positive October-January 2024 Survey Results



“Everything was great.”

“It was very informative, thanks.”

“From receptionist to the ladies in recourse room everyone was so nice and helpful. I really appreciate their help.”

“Wonderful employees.”

“Like the options for resources provided to help find a job and presenters stories to reach out and not ne a shame of current job situation.”

“Perfection.”

“Laura helped me, and she was very professional and had great customer service. She made me feel so good.”

“Each individual that works here is an amazing human, incredible services.”

“Everything was great!!! Thanks.”

“I have always had a great experience every time I needed help. I don't see any room for improvement.”

“Good attention and information.”

“EVERYONE WILLING TO HELP AND ASSIST. THX.”

Program Updates

Our provider services team now has 3 designated specialists. TRS Mentor, Rhonda Gibbs is our HHSC-Early Childhood Intervention Specialist. TRS Mentor, Mary Havens is our Infant-Toddler Specialist. TRS Mentor, Allyson Harlost is our secondary ITSN Specialist. TRS Provider Services Liaison, Linda Crabtree is our TECPDS (Texas Early Childhood Professional Development System) Specialist.

Having these Subject Matter Experts in our office will help provide information and guidance to child care staff and provide support to child care programs.

Client Services

Waiting List Information

--As of February 2, 2024, there are 229 families and **430 children waiting** for child care services.

--The estimated wait time for child care services is currently **4 months – 1 year.**

	<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>	7	1	5	0	0	1	7	12	359	18	20	430

Performance and Enrollment Numbers

Enrollment as of the end of January 2024:

- Total Children in Care = 1453
- Total New Referrals = 38 Families 58 Children

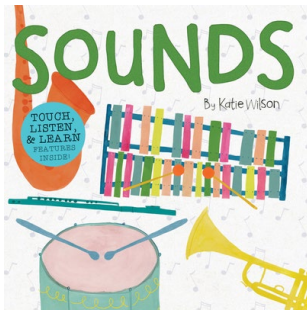
We are currently in open enrollment and are outreaching about 40 clients every week.

Provider Services

Beyond the Page serves to enhance the efforts of Texas Rising Star caregivers as they build and strengthen cognitive, language, and emergent literacy skills through a wide array of literature-developmentally appropriate supplemental materials. Beyond the Page will also develop partnerships to strengthen community engagement.

The Provider Services team chose the theme “Learning Engagement through Music” for the “Beyond The Page” program this year. 204 books and supplementals were given in the 1st quarter.

Infant



SOUNDS by Kate Wilson

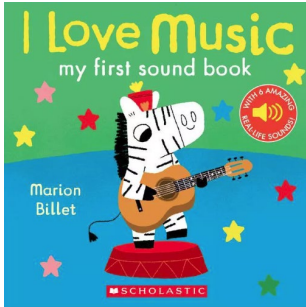
The latest addition to the Montessori-inspired Discovery Concepts series, joins the band to learn the sounds a variety of instruments make. From the "OOMPAH" of a tuba to the "CLANG CLANG CLANG" of cymbals, little ones will love reciting each sound. Tactile sandpaper musical notes illustrate each instrument's output while creative words encourage kids to make the sounds for themselves.



Little Hands Music Makers

Jingle, jangle, tap-tap-tap...little ones just can't get enough of our super-shakable instruments! All 4 specially designed plastic instruments have a rounded, easy-grip handle. And they're so easy to play, even the smallest children can get into the act!

Toddler



I Love Music: My First Sound Book by Marion Billet

What magical sounds do a guitar, violin, piano, and other instruments make? Find out in this exciting interactive introduction to music that's just right for curious little ones! Readers of every age will be enchanted by this charming board book, which is distinguished by the exceptional quality of the musical sounds that bring every picture to life. I Love Music has a button on every spread, which triggers one of six captivating sounds that introduces a familiar instrument to the reader. An incredibly simple but utterly fascinating interactive book with sounds bound to enchant young readers and ignite an early love of music! A delightful and compelling book in the My First Sound Book series that everyone in the family will enjoy reading again and again.



Plastic Rim Tambourine

Rhythm Band Instruments' Plastic Rim Tambourine is highly durable, making it a great choice for your music classroom. This top-notch tambourine features an unbreakable, reinforced polystyrene rim with a high-quality cowhide head. The jingles have rounded edges with superb tone. This Plastic Rim Tambourine features five pairs of jingles.

Pre-K



Playing from the Heart by Peter H. Reynolds

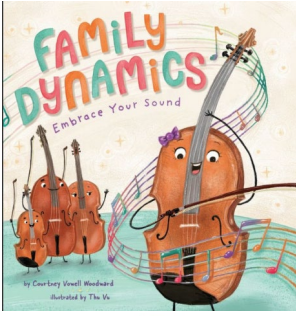
When a young boy begins to play on his family's piano, reveling in the fun of plunking the keys, his father signs him up for lessons so that he can learn to play properly. With his father's encouragement, Raj learns notes, then scales, then songs, and finally classical pieces that his father can recognize and be proud of. But the more Raj practices and the more skilled he becomes, the less he enjoys playing, until he grows up and stops playing altogether. When his father becomes ill and asks Raj to play for him, will Raj remember how to play from the heart?



Mini Wooden Festival Maracas

Our colored percussion includes 20 pieces of mini wooden maracas. These adorable festive instruments come with 10 different styles; you will get 2 of each style.

School Age



Family Dynamics: Embrace Your Sound by Courtney Vowell Woodward

Violin always hears beautiful music throughout the music store where she lives, but she can never make the same sounds. Join Violin on this music store adventure. Meet new instrument families along the way and learn how their unique sounds and qualities create the symphony orchestra. Violin will soon realize that embracing her differences could change her world.....one note at a time.

First Act Acoustic Sunburst Guitar

EASY TO PLAY This pre-tuned guitar includes chord cards for aspiring musicians to learn proper hand positioning and strings! It's ready to play right out of the box!

Beyond the Page
A good beginning never ends



North Texas Workforce Solutions
Child Care Quality Initiative

Community Involvement

Vernon Job Fair – Wilbarger County

Our two Client Services Specialist new hires, Rachel Henson and Molly Kintner, helped with their first job fair with Lead Client Services Specialist, Tiffany Jones (not pictured) at the Wilbarger County Job fair in Vernon on January 31, 2024.



Professional Development

The theme for the Connections meeting held January 30, 2024, was Conscious Discipline: Building Connections in early learning classrooms. There were sixty-one participants.

CONSCIOUS DISCIPLINE
BUILDING CONNECTIONS
in early learning classrooms

JANUARY 30, 2024
6:15-8:00 PM
Snacks & drinks will be provided

Presented by Christi Kelton

[Click here to register](#) **REGISTER NOW**
#631443

INFANTS TODDLERS PRESCHOOL

WORKFORCE SOLUTIONS
NORTH TEXAS
A proud partner of the American Job Center network
Child Care Services

R

Region 9 ESC
301 Loop 11
940-322-6928
www.esc9.net



Community Involvement

EVENTS COMING UP

Director's Luncheon Training – February 7

Professional Development

EVENTS COMING UP

Child Care Network Meeting – February 28-29



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Layoffs, Closures, and Rapid Response Services - 2023 FINAL

****Please Note: This report contains estimates in lieu of real data when unavailable.****

Effective Date	Month Reported	Layoff/ Closure	Trade Affected?	Business Name	County	RR Services Offered to Employer*	On-Site RR Provided to Employees	On-Site RR Date	# Employees Receiving RR Services	# Employees Impacted by Layoff (Estimate)
2/19/2023	Feb	Layoff	N	Owens-Corning	Wichita	Y	N-attempted	none	0	10
2/28/2023	Feb	Closure	N	Georgia-Pacific Gypsum LLC	Hardeman	Y	Y	3/1/2023	60	160
3/9/2023	Feb	Closure	N	Texas Recreation Corporation	Wichita	Y	N-declined	none	0	65
3/10/2023	Feb	Closure	N	Dirt Cheap	Wichita	Y	N-declined	none	0	2
3/14/2023	Mar	Closure	N	Factory Connection - Vernon	Wilbarger	Y	N-declined	none	1	2
3/31/2023	Feb	Closure	N	Tuesday Morning	Wichita	Y	N-declined	none	0	7
4/15/2023	Mar	Closure	N	Results Cx	Wichita	Y	N-declined	none	1	20
4/16/2023	Mar	Closure	N	El Chico	Wichita	Y	N-declined	none	0	47
6/3/2023	May	Closure	N	526 Pizza Studio	Young	Y	N-declined	none	0	5
7/1/2023	July	Closure	N	Gene's Tasty Burger	Wichita	N	N-attempted	none	0	5
9/5/2023	Sep	Layoff	N	Confidential	Wichita	Y		none		70
9/5/2023	Sep	Closure	N	Quis Restaurants LLC dba Wasabi	Wichita	Y	N-declined	none		20
9/8/2023	Sep	Layoff	N	Foundation Auto Holdings	Wichita	Y	N-declined	none		5
9/11/2023	Sep	Layoff	N	All American Carwash	Wichita	Y	N-declined	none		10
10/16/2023	Oct	Closure	unknown	GulfMark Energy, Inc. (Electra)	Wichita	Y				18
10/16/2023	Oct	Closure	unknown	GulfMark Energy, Inc. (Bowie)	Montague	Y				15
11/6/2023	Nov	Layoff	N	Cactus Juice Bottling (Graham)	Young	Y	N	none		20
11/10/2023	Nov	Closure	N	Bully's Grill	Wichita	N	closed	none		3
12/9/2022	Feb 2023	Closure	N	Dry Fork Veterinary Clinic	Clay	N	closed	none	0	10
Total Employees Receiving On-Site Rapid Response Services in 2023									62	
Total Employees Impacted by a Layoff / Closure in 2023									484	

* Status of rapid response services offered to employer:
 Y = connection with management made, but declined or closed without further contact
 closed = already closed when reported, contacted attempted but no connection made
 attempted = still open, and contact attempted but no connection made

NOTE: The data herein provides a running total of the estimated number of employees affected by business layoffs and closures in the 11 counties Workforce Solutions North Texas (WSNT) serves. Employment estimates are provided to WSNT by staff, customers, media, past FTE data reports, or the company itself when available. Contact with the employer is attempted to ensure accuracy, however supplemental data is used in the absence of employer report. As such, this data should not be used as a comprehensive accounting of all layoffs and closures nor the total number of employees impacted.

RAPID RESPONSE (RR): 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 (when applicable), information about WIOA training programs, and group orientation on WSNT office location resources and services.

