



January 19, 2018 Pleasant Grove Workforce Center Grand Opening, Photo credit James Edward Photography

February Briefing Materials

February 21, 2018
7:30 A.M.

Ross Tower 500 N. Akard St., Suite 2600, Dallas, Texas 75201

www.wfsdallas.com

WORKFORCESOLUTIONS
G R E A T E R D A L L A S

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BOARD OF DIRECTORS MEETING

February 21, 2018 – 7:30 a.m.

Dallas Regional Chamber, 500 N. Akard St., Suite 2600, Dallas, Texas 75201

Call to Order — Ellen Torbert, Chair

Public Comment

Declaration of Conflict of Interest

Chairman's Comments

- Introduction of New Directors and Recognition of Outgoing Directors
- AEL Awards
- Committee Assignments

Report from the Finance Committee

Discussion/Action

- Engagement of Auditors/Audit Plan/Ratification of Benefits
- Review and Approval of 2018 Annual Budget

Consent Agenda

Action

- A. Review and Approval of October 18, 2017 Meeting Minutes
- B. Approval of Training Providers and Vendors
- C. Contracts and Purchases
- D. Endorsement of External Grant Applications and Agreements

Closed Session Meeting with Board Attorney; Closed Meeting Pursuant to §551.071 Texas Open Meetings Act

Means, Ends and Expectations

Discussion/Action

- A. Monthly Financial Analysis
- B. Monthly Performance Analysis
 - Early Matters Dallas Presentation
- C. Employer Engagement – Legislative Update

President's Briefing

Discussion/Action

- A. Action pursuant to the Closed Session
- B. Authorization of Contracts, Partnerships, and Agreements
- C. Policy
- D. Leases
- E. Quality Assurance and Oversight

General Discussion/Other Business

Adjourn

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations, should contact Workforce Solutions at 214-290-1000, two (2) working days prior to the meeting, so that appropriate arrangements can be made.

*Meetings are held at Ross Towers, 500 N. Akard St., Suite 2600, Dallas, Texas 75201 at 7:30 A.M., unless otherwise noted.

2018 Monthly Meeting Schedule – Wednesday

February 21, 2018	Welcome New & Returning Board Directors, and Approve Annual Budget and Engage Auditors
April 18, 2018	Solutions Panel Discussion
May 16, 2018	WIOA Target Occupations List and Eligible Training Provider Review
August 15, 2018	Presentation and Acceptance of the Annual Audit
September 19, 2018	Approve New Annual Contracts (Workforce, Childcare, Youth, Professional Services)
October 17, 2018	Annual Awards Ceremony, Annual Meeting, Election of Officers, CEO Evaluation by the Full Board
November 8, 2018	Red, White and You! Statewide Hiring Fair at Gilley's 1135 S. Lamar, November 8th <i>(attendance optional)</i>
November 28-30, 2018	22 nd Annual TWC Conference, Hilton - Americas, Houston, Texas November 28-30 <i>(invitations limited)</i>

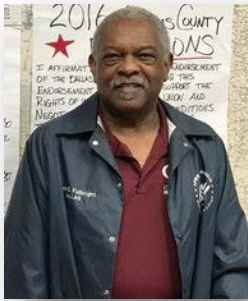
Board of Directors

*Officers: Ellen Torbert, Southwest Airlines, Chair
Bill O'Dwyer, MIINC Mechanical, Vice Chair
Terrance F. Richardson, KPMG, Treasurer
Gilbert Gerst, Bank of Texas, Past Chair*

*Laurie Bouillion Larrea, President
Connie Rash, Secretary*

*Irma Allen, HHSC
Tré Black, On-Target Supplies and Logistics
Cristina Criado, Criado and Associates
Holly Crowder, Beck
Rolinda Duran, Texas Workforce Solutions, Vocational Rehabilitation Services
Angela Farley, Dallas Regional Chamber
Kevin Faulkner, Texas Workforce Commission
Lewis E. Fulbright, Dallas AFL-CIO
Dr. Michael Hinojosa, Dallas ISD
Susan Hoff, United Way of Metropolitan Dallas
Carter Holston, NEC Corporation of America
Jim Krause, Krause Advertising
Leonor Marquez, Los Barrios Unidos Community Clinic
Dr. Joe May, Dallas County Community College District
Kerry McGeath, Desoto Public Library
Robert Mong, University of North Texas at Dallas
Jason Oliver, AT&T
Niki Shah, Baylor Scott & White
Michelle R. Thomas, JPMorgan Chase
Mark York, Dallas AFL-CIO
Gabiella Draney Zielke, Tech Wildcatters*

NEW BOARD DIRECTORS



Lewis Fulbright AFL-CIO Political Director

Lewis Fulbright, AFL-CIO Political Director, began the position In August 2016. He retired from the US Postal Service in 2009. He served in the US Army in 1968.



Dr. Michael Hinojosa DISD Superintendent

Dr. Michael Hinojosa returned to Dallas ISD when he was named by the board of trustees to serve as superintendent in October 2015. Dr. Hinojosa has served 20 years as a superintendent/CEO of six public education systems, including two of the 25 largest school systems in America, Dallas ISD in Texas and the Cobb County School District in suburban Atlanta, Georgia. His career in public education, from teacher and coach to superintendent/CEO, spans more than three decades.

With a firm belief that education and not environment is the key to a student's success, he has led several school districts to improved student achievement. Dr. Hinojosa's recognitions include being named 2002 Superintendent of the Year by the Texas Association of School Boards and 2005 Superintendent of the Year by the University of Texas at Austin. He was honored as Distinguished Alumnus by the College of Education at Texas Tech University and as the Outstanding Latino Educator by the Association of Latino Administrators and Superintendents in 2014. He is a past president of the Texas Association of School Administrators. He has served as an educational consultant for various organizations that support public education, including as a master teacher and coach for the American Association of School Administrators and the Association of Latino Administrators and Superintendents.

Dr. Hinojosa, a proud graduate of Dallas Independent School District, holds a doctorate in education from the University of Texas at Austin. He and wife Kitty have two sons, graduates of Princeton University and Harvard University. He has a son from a previous marriage who graduated from Texas Tech University. All three attended Dallas ISD for a significant portion of their K-12 careers.



Robert Mong University of North Texas at Dallas President

University of North Texas at Dallas President Robert "Bob" Mong is leading UNTD's efforts to help students blaze a pathway toward social mobility. Named the third president of UNT Dallas in 2015, the University has achieved record enrollment numbers under Mong, as it transforms into a residential campus and deepens its role as a community-changing force in South Dallas and beyond.

Perched on a hilltop, overlooking the Downtown Dallas skyline, UNTD is the only public, accredited 4-year university in the City of Dallas. Serving a city and region that is the fastest-growing job market

NEW BOARD DIRECTORS

in America outside of New York is a huge responsibility, but UNT Dallas and its President dream big and the University hasn't backed down from a challenge since its establishment in 2010.

Under Mong, who previously served as Editor in Chief of the Dallas Morning News, the University has set lofty strategic goals for growth, fundraising and community involvement in a traditionally underserved area. UNTD has a diverse student population (41% Hispanic, 35% African-American, and 17% white) and offers its students the opportunity to earn bachelor's degrees and master's degrees, as well as a juris doctor degree from its Downtown Dallas law school.

A 1971 graduate of Haverford College in Pennsylvania, he attended on a Scott Paper Company scholarship. He received the Archibald Macintosh Award for scholarship, integrity and academic achievement. He captained both the school's football and baseball teams and his .357 batting average ranks 10th all-time at Haverford.

Mong attended Stanford University's Executive Program in the Graduate School of Business. He is married to former Los Angeles Times reporter Diane Reischel, and they have two adult children – Eric, who attends medical school, and Elizabeth, a divinity school student.



Michelle Thomas

JPMorgan Chase

Vice President, Global Philanthropy Corporate Responsibility

Michelle Thomas joined JPMorgan Chase in 2000. She is vice president of Corporate Responsibility and Community Relations for JPMorgan Chase and responsible for managing a multi-million dollar corporate giving budget for the Dallas-Fort Worth and Oklahoma region. Michelle is also responsible for implementing the firm's strategic approach to philanthropy, which is multifaceted and aims to address community needs in the local market. She serves on the

Dallas Market Leadership Team and represents the firm at community events.

Michelle has been in the financial industry for more than 25 years as a banker, human resource and community development professional. A Dallas native, Michelle earned a Bachelor of Science in Business Education from the University of Oklahoma and a MBA from Dallas Baptist University. In addition, she received her teaching certification from the State of Texas and Oklahoma.

She is personally committed to the community through her many volunteer roles, including Advisory Board of the Center for Nonprofit Management, Junior League of Dallas and the Kipp DFW Council, Board of Director for the African American Museum, Dallas Summit, Methodist Health Foundation and UT Southwestern Medical Foundation. She is an alumna of Leadership Dallas and a member of Dallas Assembly and Dallas Summit. Michelle was recently recognized as a 2014 Minority Business Leader in the Dallas Business Journal and the recipient of the 2015 Business and Civic Leader award by the Dallas Black Dance Theater and the 2015 Income Award by United Way of Metropolitan Dallas. Under Michelle's leadership, JPMorgan Chase received Outstanding Corporation of the Year by the Association of Fundraising Professionals in 2015.

Being a catalyst for meaningful, positive, and sustainable change within high need neighborhoods and communities across the globe is important to JPMorgan Chase and to Michelle as a champion of the firm's commitment to corporate responsibility.

Chase and J.P. Morgan are affiliates of JPMorgan Chase & Co., which employs more than 26,000 Texans. The firm employs more than 12,500 people in North Texas, making it one of the 10 largest employers in North Texas.

Finance Committee Report
February 5, 2018, 8:30 a.m.

Committee Members Attending:

Terrance Richardson, WFSDallas Board Treasurer and Committee Chair,
Leonor Marquez and Angela Farley, Committee members

Committee Members Unable to Attend:

Jason Oliver and Gabriella Draney Zielke

Guests Attending:

Kevin Smith, CPA, Partner and
Michelle Buss, Manager with Crowe Horwath Accounting Firm

Staff Attending:

Laurie Bouillion Larrea, President,
Mike Purcell, CFO
Connie Rash, Senior Vice President and Board Secretary
Ashlee Verner, Accounting Manager

Meeting was called to order at 8:35 a.m. by the **Board Treasurer and Committee Chair, Terrance Richardson**. Due to an absence of quorum for the entire meeting, the members present chose to review all material and make informal recommendations.

I. Review and Adoption of 2017 Annual Audit Plan

Kevin Smith, Partner, Crowe Horwath, and Michelle Buss, Manager for Crowe presented the 2017 audit plan to the Committee. The price this year is \$99,500. Similarly priced to our last audit. The members asked a few questions regarding scope and timing. Members thanked our visitors and suggested the Audit Plan be recommended to the full board for consideration.

II. Review and Approval of Annual Budget

The members in attendance reviewed the 2018 Proposed Annual Budget as presented by Mike Purcell, CFO. The grant funds for 2018 reflected an increase in child care funds, and continued decreases in Dislocated Worker funding. Overall, the budget is \$99.6M, a net increase of 3.27% and represents a very substantial investment in workforce for Dallas County. Administrative costs represent 4.38% and infrastructure costs to operate eight workforce centers represent another 3.59%. Members suggested the budget be recommended to the entire board for consideration.

Meeting concluded at 9:45 a.m.

RECOMMENDATION: Although a quorum of the committee was unable to meet simultaneously, two members each met with staff and the Chair to review and express support for the action presented. The information was presented and supported by staff recommendation. Please accept these items for consideration and approval based upon Staff Recommendation with endorsement of those in attendance.

Consent Item – A
Review and Approval of Meeting Minutes October 18, 2017

Directors Present	Directors Present(cont'd)	Directors Absent
Irma Allen	Dr. Joe May	Tré Black
Rolinda Duran	Niki Shah	Cristina Criado
Angela Farley	James Stubbs	Holly Crowder
Kevin Faulkner	Mark York	Lewis Fulbright
Gilbert Gerst, Past Chair	Gabriella Draney Zielke	Kerry McGeath
Susan Hoff		Jason Oliver
Carter Holston		Terrance Richardson,
Jim Krause		Treasurer
Bill O'Dwyer, Vice Chair		Ellen Torbert, Chair
Leonor Marquez		Lee Ann Valerio

MINUTES

Call To Order/Welcome

Vice Chair, Bill O'Dwyer called the Board of Directors' meeting to order at 7:43 a.m. and welcomed everyone in attendance. A quorum was present.

President Larrea indicated that the Board received two awards 1) Dallas Regional Chamber awarded the Board "Building Tomorrow Together". 2) Cari Dighton, WFSDallas - Early Matters – Manager received an award for a 2015-2016 Study: Together4Children – Communities of Practice for Child Care Leadership Development for Children.

Susan Hoff reported on Early Matters Dallas

Public Comment – None

Declaration of Conflict of Interest – Dr. May, Rolinda Duran and Kevin Faulkner TWC and any other state agency matters.

Chairman's Comments - None

Consent Agenda

A. Review and Approval of September 2017, Meeting Minutes

B. Approval of Training Providers and Vendors

Training Providers

It was recommended that the Board give authorization to approve vendors' training programs as presented in the board packet. Those not approved are not on the target occupations list, or above the board's maximum training cost according to policy.

C. Contracts and Purchase

Ratification of Computer Hardware and Software

In September, Board Directors approved to refresh and update workforce technology systems and bring software to current options costing approximately \$600,000.

It was recommended that the Board approve ratification to approve the vendors, as presented in the board packet.

D. Endorsement of External Grants and Partnerships

Federal and State external funding sources often require review and support from the local workforce development board. Board staff evaluates grants for cost reasonableness, appropriateness of program activities, employer demand, and quality outcomes. These applications occupationally request partnership and/or financial support. The following applications are presented to the Board for endorsement.

Funding Source	ResCare Planning	Status	Program Overview
Walmart Foundation		Pending	WFSDallas will submit a grant application to the Walmart Foundation to offer current worker opportunities in retail closely aligned with Earn Dallas activities. Letter of Inquiry is due on Friday, October 13.
TWC		Pending	Collin County Community College District proposes \$294,100 to train 82 new hires and 142 current workers within IT security, infrastructure, engineering and project management serving ASSA Abloy. A reciprocal agreement is maintained between DCCCD and Collin County Community College District for Dallas County employers.

It was recommended that the Board give authorization to support grant applications presented above.

James Stubbs made the motion to approve staff's recommendations on the Consent Agenda. The motion passed with Carter Holston seconding. There were two abstentions Rolinda Duran and Kevin Faulkner.

Means, Ends and Expectations

A. Monthly Performance Analysis – President Laurie Larrea referenced Pages 13-15 of the board packet and briefed the board on Child Care and Choices performances. Richard Perez, Research Manager briefed the board on the new WIOA Performance Measures. Mr. Perez continued with briefing the board on Pages 16-20 of the board packet – Training Vendor Performance by Program. Based on Board policy, staff conducts a Training Provider review annually. Training Programs that are missing two or more program goals were recommended for removal. Programs missing goals indicated above will be contacted for additional information or will be removed no later than December 15, 2017.

Mark York made the motion to approve the above recommendation. The motion passed with Angela Farley seconding.

B. Monthly Financial Analysis – President Larrea referenced Pages 21-24 of the board packet and briefed the board.

C. Employer Engagement – President Larrea referenced Pages 25-26 of the board packet. She briefed the board on the past and upcoming events and encouraged attendance.

President Larrea invited Linda Davis, V.P. External Relations to the podium. Ms. Davis gave a legislative update.

President’s Briefing –

A. Action Pursuant to Closed Session - None

B. Authorization of Contracts, Partnerships and Agreements

Authorization of Contracts

I. Procurement of Annual Audit Services

WFSDDallas released procurement on September 5, 2017 with a deadline of September 28, 2017. The Request for Proposals (RFP) required that audit services be performed in accordance with state policy and Federal regulations including Title 2 U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards (Uniform Guidance).

Four (4) responsive proposals were received as indicated below. Submitted proposals were competitively scored based on the criteria: *Quality of Transmittal Letter, Quality of Peer Review, OMB Compliance Experience, Workforce System Audit Experience, Quality of Work Plan, Anticipated Performance of Reporting Requirements, Anticipated Performance of Time Requirements and Reasonableness of Cost.*

Based on the evaluation, **Crowe Horwath LLP** is the highest scoring proposal with demonstrated services and competitive cost. **Crowe Horwath LLP** is one of the largest public accounting and consulting firms in the United States. **Crowe** has been provider of annual audit services for the WFSDDallas for four years.

Rank Order	Proposing Entity	Proposed Hours	Proposed Cost	Score
1	Crowe Horwath LLP, Dallas	650	\$99,500	96.3
2	Weaver and Tidwell, L.L.P.	660	\$85,000	95.8
3	Moss Adams LLP	600	\$90,000	86.2
4	Henry & Peters, P.C.	765	\$94,125	74.7

It was recommended that the Board give authorization to negotiate a contract with **Crowe Horwath LLP** to perform the Annual Audit Services for calendar year ending December 31, 2017 at cost not-to-exceed \$99,500, effective January 1, 2018.

Recommendations for Health Insurance

Quotes for continued or new health care coverage, effective January 1, 2018 from **Blue Cross/Blues Shield** have not been received. We did receive notice from **Blue Cross/ Blue Shield** that our present policy has been discontinued; however a policy similar will be presented with our renewal package as well as other policy options. Information was provided to the Board via e-mail for review.

It was recommended that the Board give authorization to approve the health benefits package effective January 1, 2018 after reviewing quotes and evaluating for best cost and quality of plan. In addition, staff recommended changing flex plan administrators saving \$100 per month.

III. ChildCareGroup Contract Amendment

In September, the Board of Directors authorized a contract amendment to ChildCareGroup's existing contract for an extension through October 31, 2017 to continue operations and direct care services. After further review, it was necessary to add additional funds to cover costs of direct services through October 31, 2017 in the amount of \$1,066,500 in CCC funds. As funds are released from TWC for mandatory child care and children covered by Department of Family and Protective Services, staff requests Board authorization for the President to take action to amend CCG's contract to cover those costs through October 31, 2017 to close-out the contract. The final amount will be brought back to the Board for ratification in February.

It was recommended that the Board give authorization to amend ChildCareGroup's existing contract with \$1,066,500 in CCC funds and to give the President authorization to take action to amend CCG's contract to cover costs through October 31, 2017 as funds are released from TWC.

IV. FY18 ChildCareGroup (Child Care Assistance) Contract

ChildCareGroup’s existing contract ends October 31st. Staff requests a contract with ChildCareGroup to provide the management and operations of child care services for FY18. The proposed contract budget consists of operations and direct care funds in the amount of **\$51,954,250** for an 11-month contract beginning November 1, 2017 – September 30, 2018:

- \$3,346,200 for operations; and
- \$48,608,050 for direct care services.

In addition, Boards will receive the FY2018 Texas Department of Family and Protective Services (DFPS) funds, which are an indefinite quantity/indefinite delivery contract. These pass through funds allow ChildCareGroup to provide services to DFPS children enrolled in childcare. With potential changes in rules, interpretations and receipt of funding from TWC, modifications will be brought back to the Board for ratification. The FY18 performance target has been reduced to 9,915 from 11,190 for the average number of children served per day.

It was recommended that the Board give authorization to contract with the ChildCareGroup to provide child care assistance services for an amount not to exceed \$51,954,250, effective November 1, 2017 through September 30, 2018. With potential changes in rules, interpretations and receipt of funding from TWC, modifications will be brought back to the Board for ratification.

V. FY18 ResCare Workforce Services (Workforce Solutions Operations) Contract

In September, the Board of Directors authorized a contract amendment to ResCare’s existing contract for an extension through October 31, 2017 to continue services. The proposed initial contract budget consists of operations and pass-through funds to customers based on planned allocations provided by TWC and actual grants received at this time.

Grant	2018 Initial Contract Budget (11- month)
Workforce Innovation and Opportunity Act – Adult 9 month budget/11-month operating	\$ 3,079,460
Workforce Innovation and Opportunity Act - Dislocated Worker 9 month budget/11-month operating	\$ 2,522,871
Workforce Innovation and Opportunity Act – Rapid Response	\$30,000
<i>Temporary Assistant to Needy Families</i>	\$ 6,298,599*
SNAP E&T	\$ 705,825
SNAP ABAWD**	\$ 166,962*
<i>Trade Adjustment Assistance*</i>	\$ 1,315,086*
Non-Custodial Parent *	\$ 344,727
<i>Wagner-Peyser Employment Services</i>	\$ 31,049*
Total Contract	\$14,494,579

**TANF, ABAWD, TAA and Wagner-Peyser grants have not been received, and will be contracted contingent upon receipt of grant.*

In addition, staff recommended the terms of the incentive matrix remain the same as FY17 based upon the measures defined by TWC due to it being the second year with the new measures. As we agree to measure performance according to the state metrics, the percent of incentive at-risk and the amount of \$600,000 will also remain the same unless the metrics and funding levels change per TWC. Any changes will be negotiated and brought back to the Board for approval in February.

WFSDallas has identified preliminary carry over figures for WIOA – Dislocated Worker (approx. \$680,707), Adult (approx. \$122,243) and Youth (approx. \$636,610). Staff will return with adjustments to ResCare’s contract, as appropriate to expand direct services to the community.

It was recommended that the Board give authorization to contract with ResCare Workforce Services to provide management and operations of the workforce solutions offices, effective November 1, 2017 through October 31, 2018 at cost not to exceed \$14,494,579 as presented above. In addition, Board authorization to give the President authority to obligate and contract carry-over dollars with ratification of the amounts at the February Board meeting. * Corrected to re-word document presented, the contract end date was misstated.

VI. Child Care Local Match

The 2018 fiscal year total amount of local match required to access the federal child care funds is **\$4,721,674**. Staff requests an agreement with Richardson ISD to secure local match funds in the amount of **\$1,000,000** at this time. Staff continues to secure uncommitted funds and will bring additional partners for ratification in February. The table below represents the total amount of local match funds secured from the listed partners:

Local Match Partners	Local Amount	Federal Amount
Richardson ISD	\$1,000,000	\$1,922,910
Total	\$1,000,000	\$1,922,910

It was recommended that the Board give authorization to accept the contribution for the Local Match agreement as specified above with Richardson ISD as part of the CCG FY18 contract to provide direct care to eligible children in Dallas.

VII. Child Care Quality

The existing contracts with ChildCareGroup, DCCCD-Eastfield College and Camp Fire of Texas ended October 31, 2017. The Board receives specific funding to assist child care providers in enhancing their skills and quality of services provided to children in care. Staff request letting new contracts with our existing child care quality providers effective November 1, 2017 as follows:

- \$633,500 to ChildCareGroup
- \$250,000 to DCCCD-Eastfield College
- \$20,000 to Camp Fire of Texas

It was recommended that the Board give authorization to contract with ChildCareGroup, DCCCD-Eastfield College and Camp Fire of Texas as presented above, effective November 1, 2017. Staff requested Board authorization for the President to take action to amend the existing contracts contingent upon receipt of additional funds. The final amount will be brought back to the Board for ratification in February.

C. Leases

Southwest Workforce Center negotiations with the landlord/CBRE are ongoing.

Irving Workforce Center CBRE and the landlord have brought forth a new amendment that would extend the current lease beginning January 1, 2019 through December 31, 2025. And, the landlord has agreed to make the capital improvements/renovations as per DARS/VR team needs to co-occupy the space.

The new "full service" rate would increase to a flat \$15.00 square foot (beginning January 1, 2019).

It was recommended that the Board give authorization to accept the extension of the current Irving space beginning January 1, 2019 through December 31, 2025.

Gilbert Gerst made the motion to accept the above eight recommendations. The motion passed with Mark York seconding.

D. Quality Assurance and Oversight

General Discussion/Other Business

Adjourn – 9:20 AM

*Consent Item – B
Training Providers*

Training Provider	Course	Hours	Cost	Approved	Not Approved
Alpha Medical Institute	Accounting	790	\$9,350	X	
Arlington Career Institute	Paralegal/Legal Assistant	900	\$11,203	X	
ComputerMinds.com	Bank Information Technology Training	148	\$8,795	X	
ComputerMinds.com	Cloud Administrator Training (Basic)	140	\$8,395	X	
ComputerMinds.com	COBIT 5 Foundation Certification Training	24	\$1,995	X	
ComputerMinds.com	CompTIA A+ Beginner Training	80	\$3,095	X	
ComputerMinds.com	CompTIA Network+ Training (Extended)	80	\$3,045	X	
ComputerMinds.com	CompTIA Server+ Training	80	\$2,795	X	
ComputerMinds.com	Computer Hacking Forensics Training	80	\$8,495		X
ComputerMinds.com	Cyber Security Incident Handler Training	120	\$9,495		X
ComputerMinds.com	Lean Six Sigma Certification Training	24	\$1,995		X
ComputerMinds.com	Microsoft Administrator Training	80	\$7,200		X
ComputerMinds.com	Microsoft Windows 10 Training	80	\$6,495		X
ComputerMinds.com	Network Support Technician - Entry	160	\$5,495	X	
ComputerMinds.com	Picture Archiving Communications Administrator (PACS) Training	180	\$8,895		X
ComputerMinds.com	Supply Chain Management Training	148	\$8,795	X	
ComputerMinds.com	Linux Training	60	\$3,995		X
Dallas Career Institute	Health Information Technology	620	\$7,130	X	
Dallas Career Institute	Secretarial Administrative Assistant	620	\$6,400	X	
Excel Career Training	Clinical Hemodialysis Technology	80	\$7,900		X
Excel Career Training	Pharmacy Technology	300	\$6,110	X	
IMPACT Institute	Field Management Construction	155	\$7,750		X
IMPACT Institute	Safety Professional	158	\$7,900		X
IMPACT Institute	Fire Protection Construction - Level 2	153	\$7,650		X
IMPACT Institute	Fire Protection Construction - Level 3	148	\$7,400		X
IMPACT Institute	Project Management Construction	155	\$7,550		X
IMPACT Institute	Electrical Level 2	145	\$7,250		X
IMPACT Institute	Plumbing Level 2	175	\$8,750		X
IMPACT Institute	Electrical Level 1	193	\$9,650		X
IMPACT Institute	Fire Protection Construction	153	\$7,650		X
IMPACT Institute	Fire Protection Construction - Level 4	145	\$7,250		X
IMPACT Institute	HVAC Level 1	200	\$10,000		X
IMPACT Institute	HVAC Level 2	170	\$8,500		X
IMPACT Institute	Plumbing Level 1	225	\$11,250		X
LearnKey Inc.	CompTIA A+ training and certification program	204	\$2,243		X
McAllen Careers Institute	Combo Pipe Welder	300	\$7,760		X

Consent Item – B

McAllen Careers Institute	Pipefitting	300	\$6,100		X
McAllen Careers Institute	Stick and Pipe Welding	200	\$4,735		X
McAllen Careers Institute	Flux Core Welding	200	\$5,900		X
Medical Professional Institute, LLC	Medical Assistant	900	\$12,000		X
Miller Crane Works, Inc.	Mobile Crane Operations Fixed/Swing Cab Level II	40	\$2,300	X	
MT Training Center	Administrative Assistant	840	\$10,483	X	
MT Training Center	Computerized Accounting	600	\$9,427	X	
Peloton College	Paralegal Studies	900	\$11,800	X	
Richland College (DCCCD)	Network Administrator and Support Associate of Applied Science Degree	1472	\$5,640	X	
Richland College (DCCCD)	Cloud Support Fundamentals Program	288	\$4,330	X	
SIPS Training & Development	Sterilization Technologist Training	64	\$1,250	X	
Texas State Technical College	Structural Welding Certificate 1	1072	\$8,083		X
Texas State Technical College North Texas Center	Diesel Equipment Technology-Heavy Truck Certificate 1	1056	\$8,059	X	
Texas State Technical College North Texas Center	Diesel Equipment Technology Heavy Truck Specialization AAS	1808	\$12,812		X
Texas Teachers of Tomorrow	Texas Teachers	300	\$4,976		X
The College of Health Care Professions	Medical Assistant	900	\$12,000		X
The College of Health Care Professions	Medical Assistant - Blended format	940	\$12,000		X
The College of Health Care Professions	Dental Assistant	900	\$12,000		X
The College of Health Care Professions	Limited Medical Radiologic Technologist	1500	\$21,000		X
The College of Health Care Professions	Massage Therapy	680	\$10,800		X
The College of Health Care Professions	Medical Coding and Billing - Blended format	940	\$12,000	X	

RECOMMENDATION: Board authorization to approve vendors' training programs as presented above. Those not approved, are not on the targeted occupations list, not in the workforce area, or above the board's maximum training amount according to policy.

Vendor Services' List

One proposal was submitted in response to the open procurement for Vendor Services Request for Quotations (RFQ) from **All Points Pioneer, Grand Prairie**. The proposal for relocation services was reviewed and evaluated according to the criteria in the RFQ. Based on the evaluation results, staff is not recommending **All Points Pioneer** for addition to the Vendors' List due to cost for services and other required information requests lacking in the proposal.

*Consent Agenda Item - C
Contracts and Purchases*

FY17 ChildCareGroup Contract (TRS Quality Improvement Activities) Closeout Amendment

A contract amendment is necessary to add funds to cover cost of additional services provided for Texas Rising Star (TRS) quality improvement activities in the amount of \$48,994 as follows:

- \$45,486 - TRS operational and direct provider support; and
- \$3,508 - TRS Mentors

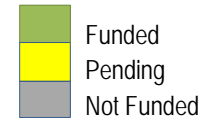
Recommendation: Board ratification to amend the FY17 ChildCareGroup TRS quality improvement activities contract with additional funds not to exceed \$48,994 as presented above.

FY17 ChildCareGroup Contract (Child Care Assistance) Closeout Amendment

A contract amendment is necessary to closeout the FY17 **ChildCareGroup** contract adding additional funds for direct care services in the amount of \$1,185,928 through October 31, 2017. These additional funds were provided through funds received from TWC for mandatory populations, children in protective services care, and carry forward funding.

RECOMMENDATION: Board ratification to amend the FY17 **ChildCareGroup** contract with additional funds not to exceed \$1,185,928 as presented above.

Consent Item – D
Endorsement of External Grants and Partnerships



Federal and State external funding sources often require review and support from the local workforce development board. Board staff evaluates grants for cost reasonableness, appropriateness of program activities, employer demand, and quality outcomes. These applications occupationally request partnership and/or financial support. The following applications are presented to the Board for endorsement.

Partnership	Status	Program Overview
AARP	Funded	WFSDallas will partner with AARP to continue to offer outreach materials and job search to 50+ individuals.

Previously Presented Pending Status

Funding Source/	Program Overview
Texas Workforce Commission	Collin County Community College District proposes \$294,100 to train 82 new hires and 142 current workers within IT security, infrastructure, engineering and project management serving ASSA Abloy. A reciprocal agreement is maintained between DCCCD and Collin County Community College District for Dallas County employers.
Walmart Foundation	WFSDallas submitted a grant application to Walmart. Notification was received that the application was funded. Details to be released on February 23.
Texas Workforce Commission	Richland College Garland Campus submitted a Skills Development Grant to train 385 current workers and 37 new workers for a grant totaling \$761,697 with company partners that included some of the following: Atlas Copco, Barnsco, CSM Bakery, Micropac.
Texas Workforce Commission	Mountain View College submitted a Skills Development Grant to train 119 current workers and 70 new workers for a grant totaling \$429,573 partnering with Tekni-Plex (Dolco).
Texas Workforce Commission	Brookhaven College is partnering with Thomson Reuters to train 370 current workers and 123 new workers in business technical skills for a grant totaling \$910,800.
Texas Workforce Commission	North Lake College will train 211 new hires and 954 existing employees at DynaTen Corp., Polk Mechanical Co., and TD Industries requesting \$1,922,178.
North Central Texas Council of Governments	Workforce Solutions Greater Dallas, Dallas Area Rapid Transit and the Dallas Regional Chamber are partnering in a Job Access/Reverse Commute (JARC) application to fund enhanced transportation services to the Inland Port Employment Center. While qualified applicants reside in Southern Dallas, the lack of transportation to the Inland Port has been identified as a major obstacle in talent recruitment from that community. Two proposals were submitted: One for van pool services from end-of-line DART stations to the Inland Port (\$360,190) and the other to complete a transportation study of the region (\$210,000). The proposed grants would make employment in the Inland Port accessible to more unemployed and under-employed jobseekers, as well as, provide the economic development support the Inland Port businesses need to grow. Project Awards will be announced in the Fall 2017. Grant was recently selected as a finalist for funding. Details pending.
Texas Workforce Commission	Richland College – Garland Campus collaborates with Associa to train 575 (183 new hires and 392 current workers) requesting \$707,696.
	El Centro College collaborates with Dean Management and Oak Farms Dairy to train 75 current workers requesting \$130,086.
	Eastfield College collaborates with the Bottling Group to offer 10 new hires and 102 current workers training with a request of \$190,344.
	Brookhaven College coordinating with Hilite International Automotive to provide training to 15 new hires and 252 current workers with a request of \$327,250.
Texas Workforce	Cedar Valley College submitted an application for a 12-mnth Skills Development Fund grant project in the amount of \$1,101,294 to train 613
City of Dallas	Workforce Readiness, Placement and Retention Project- coordination of workforce services with selected partners dependent upon available resources and Non-duplication of WFSDallas, and DCCCD services. Four community based organizations received city funds for workforce development initiatives.
Texas Workforce Commission	North Lake College and Cardinal Financial Services are submitting this request for a 12-month Skills Development Fund (SDF) grant project in the amount of \$395,675 to train 107 new employees (\$2,969/trainee) a total of 100 percent (100%) new jobs.
Texas Workforce Commission	Lone Star College in partnership with Dallas County Community College District will train 347 in the proposed Skills Development Application to the Texas Workforce Commission. \$749,244 skills development funds requested.
	Richland College – Garland Campus in partnership with Real Page proposes to train 700 participants – requested \$1,328,635 in TWC Skills Development Funds.
	Irving ISD requested Dual Credit and Technical Education – Equipment Grant totaling \$250,000 to serve 500 unduplicated students.
	Dallas County Community College - Cedar Valley College - \$296,537- The grant will help purchase and install equipment to provide 930 students in the mechanical profession with training for automotive service technicians.

**MEANS, ENDS AND EXPECTATIONS
DETAIL EXPENDITURE REPORT
DECEMBER, 2017**

Contract Name	Contract #	End Date	Budget	Cumulative Expenses	% Expended	% Expected	Obligations	Total Expenses + Obligations	% Expenses Obligations
WIOA-YOUTH-PROGRAM	0616WOY000	6/30/2018	\$ 3,799,116.00	\$ 3,619,710.39	95.28%	80.00%	\$ 169,145.96	\$ 3,788,856.35	99.73%
WIOA-YOUTH-ADMIN	0616WOY000	6/30/2018	\$ 422,123.00	\$ 279,934.77	66.32%	80.00%	\$	\$ 279,934.77	66.32%
TOTAL YOUTH			\$ 4,221,239.00	\$ 3,899,645.16	92.38%	80.00%	\$ 169,145.96	\$ 4,068,791.12	96.39%
WIOA-ADULT-PROGRAM	0616WOA000	6/30/2018	\$ 3,783,071.00	\$ 3,665,559.93	96.89%	80.00%	\$ 117,511.07	\$ 3,783,071.00	100.00%
WIOA-ADULT-ADMIN	0616WOA000	6/30/2018	\$ 420,340.00	\$ 304,781.70	72.51%	80.00%	\$	\$ 304,781.70	72.51%
TOTAL ADULT			\$ 4,203,411.00	\$ 3,970,341.63	94.46%	80.00%	\$ 117,511.07	\$ 4,087,852.70	97.25%
WIOA-DISLOCATED -PROGRAM	0616WOD000	6/30/2018	\$ 3,344,288.00	\$ 2,744,174.18	82.06%	80.00%	\$ 592,217.45	\$ 3,336,391.63	99.76%
WIOA-DISLOCATED-ADMIN	0616WOD000	6/30/2018	\$ 371,586.00	\$ 92,922.43	25.01%	80.00%	\$	\$ 92,922.43	25.01%
TOTAL DISLOCATED WORKER			\$ 3,715,874.00	\$ 2,837,096.61	76.35%	80.00%	\$ 592,217.45	\$ 3,429,314.06	92.29%
TOTALS			\$ 12,140,524.00	\$ 10,707,083.40	88.19%	80.00%	\$ 878,874.48	\$ 11,585,957.88	95.43%
WIOA-YOUTH-PROGRAM	0617WOY000	6/30/2019	\$ 3,889,251.00	\$ 530,587.21	13.64%	50.00%	\$ 2,078,950.80	\$ 2,609,538.01	67.10%
WIOA-YOUTH-ADMIN	0617WOY000	6/30/2019	\$ 432,139.00	\$ 38,861.87	8.99%	50.00%	\$	\$ 38,861.87	8.99%
TOTAL YOUTH			\$ 4,321,390.00	\$ 569,449.08	13.18%	50.00%	\$ 2,078,950.80	\$ 2,648,399.88	61.29%
WIOA-ADULT-PROGRAM	0617WOA000	6/30/2019	\$ 3,870,392.00	\$ 265,043.40	6.85%	50.00%	\$ 2,414,959.65	\$ 2,680,003.05	69.24%
WIOA-ADULT-ADMIN	0617WOA000	6/30/2019	\$ 430,042.00	\$ 65,194.52	15.16%	50.00%	\$	\$ 65,194.52	15.16%
TOTAL ADULT			\$ 4,300,434.00	\$ 330,237.92	7.68%	50.00%	\$ 2,414,959.65	\$ 2,745,197.57	63.84%
WIOA-DISLOCATED -PROGRAM	0617WOD000	6/30/2019	\$ 3,118,131.00	\$ 348,313.34	11.17%	50.00%	\$ 1,609,519.64	\$ 1,957,832.98	62.79%
WIOA-DISLOCATED-ADMIN	0617WOD000	6/30/2019	\$ 346,458.00	\$ 48,254.43	13.93%	50.00%	\$	\$ 48,254.43	13.93%
TOTAL DISLOCATED WORKER			\$ 3,464,589.00	\$ 396,567.77	11.45%	50.00%	\$ 1,609,519.64	\$ 2,006,087.41	57.90%
WIOA-Rapid Response	0617WOR000	6/30/2018	\$ 67,684.00	\$ 22,180.00	32.77%	50.00%	\$ 30,000.00	\$ 52,180.00	77.09%
NDW-Texas Oil & Gas	0617-NDW000	12/31/2018	\$ 413,022.00	\$ 25,783.09	6.24%	53.85%	\$ 348,134.95	\$ 373,918.04	90.53%
NDW-DISASTER-HURRICANE HARVEY	0617-NDW001	9/30/2019	\$ 100,000.00	\$ 47,597.45	47.60%	16.67%	\$ 23,934.20	\$ 71,531.65	71.53%
TOTALS			\$ 12,667,119.00	\$ 1,391,815.31	10.99%	50.00%	\$ 6,505,499.24	\$ 7,897,314.55	62.34%

**MEANS, ENDS AND EXPECTATIONS
DETAIL EXPENDITURE REPORT
DECEMBER, 2017**

Contract Name	Contract #	End Date	Budget	Cumulative Expenses	% Expended	% Expected	Obligations	Total Expenses + Obligations	% Expenses Obligations
WORKFORCE INNOVATION AND OPPORTUNITY ACT									
WIOA FORMULA FUNDS	0616 WIOA FUNDS	6/30/2017	\$ 12,140,524.00	\$ 10,707,083.40	88.19%	80.00%	\$ 878,874.48	\$ 11,585,957.88	95.43%
WIOA FORMULA FUNDS	0617 WIOA FUNDS	6/30/2018	\$ 12,667,119.00	\$ 1,391,815.31	10.99%	50.00%	\$ 6,505,499.24	\$ 7,897,314.55	62.34%
RESOURCE ADMINISTRATION	0618RAG000	9/30/2018	\$ 8,735.00	\$ 2,255.67	25.82%	25.00%	\$ -	\$ 2,255.67	25.82%
TRADE ACT SERCVICES-2017	0617TRA000	12/31/2017	\$ 1,425,876.00	\$ 893,297.55	62.65%	N/A	\$ -	\$ 893,297.55	62.65%
TRADE ACT SERCVICES-2018	0618TRA000	12/31/2018	\$ 1,595,580.00	\$ -	0.00%	N/A	\$ 1,257,378.27	\$ 1,257,378.27	78.80%
Reemployment Services and Eligibility Assessmen	0618REA000	10/31/2018	\$ 711,119.00	\$ -	0.00%	16.67%	\$ -	\$ -	0.00%
Totals			\$ 28,548,953.00	\$ 12,994,451.93	45.52%		\$ 8,641,751.99	\$ 21,636,203.92	75.79%
WAGNER-PEYSER EMPLOYMENT SERVICE									
EMPLOYMENT SERVICES	0617WPA000	12/31/2017	\$ 706,909.00	\$ 537,800.64	76.08%	100.00%	\$ -	\$ 537,800.64	76.08%
EMPLOYMENT SERVICES	0618WPA000	12/31/2018	\$ 576,272.00	\$ -	0.00%	25.00%	\$ 25,310.72	\$ 25,310.72	4.39%
JAG Grant	0618WPB000	11/7/2018	\$ 97,500.00	\$ 19,482.70	19.98%	8.33%	\$ -	\$ 19,482.70	19.98%
WCI- Child Care Conference	0618WCI000	9/30/2018	\$ 1,623.00	\$ -	0.00%	25.00%	\$ -	\$ -	0.00%
WCI- Foster Care Youth Conference	"	"	\$ 739.00	\$ -	0.00%	25.00%	\$ -	\$ -	0.00%
WCI- Red, White, and You+	"	"	\$ 32,000.00	\$ 31,768.78	99.28%	25.00%	\$ -	\$ 31,768.78	99.28%
WCI- TVLP Operating Grant Activities	"	"	\$ 8,584.00	\$ 2,145.99	25.00%	25.00%	\$ -	\$ 2,145.99	25.00%
WCI- Carrers in TX Industry Week/Youth Career F	"	"	\$ 50,000.00	\$ -	0.00%	25.00%	\$ -	\$ -	0.00%
Totals			\$ 1,473,627.00	\$ 591,198.11	40.12%		\$ 25,310.72	\$ 616,508.83	41.84%
FOOD STAMP EMPLOYMENT AND TRAINING									
Suppl. Nutrition Assistance Program	0618SNE000	9/30/2018	\$ 1,086,591.00	\$ 469,395.84	43.20%	25.00%	\$ 504,312.27	\$ 973,708.11	89.61%
Totals			\$ 1,086,591.00	\$ 469,395.84	43.20%		\$ 504,312.27	\$ 973,708.11	89.61%
TEMPORARY ASSISTANCE FOR NEED FAMILIES									
NONCUSTODIAL PARENT CHOICES PRGM	0618NCP000	9/30/2018	\$ 470,540.00	\$ 90,156.54	19.16%	23.08%	\$ 274,691.38	\$ 364,847.92	77.54%
TEMPORARY ASSISTANCE NEEDY FAMILIES	0618TAN000	10/31/2018	\$ 8,590,376.00	\$ 2,147,823.94	25.00%	23.08%	\$ 4,925,527.34	\$ 7,073,351.28	82.34%
Totals			\$ 9,060,916.00	\$ 2,237,980.48	24.70%		\$ 5,200,218.72	\$ 7,438,199.20	82.09%

**MEANS, ENDS AND EXPECTATIONS
DETAIL EXPENDITURE REPORT
DECEMBER, 2017**

Contract Name	Contract #	End Date	Budget	Cumulative Expenses	% Expended	% Expected	Obligations	Total Expenses + Obligations	% Expenses Obligations
CHILD CARE SERVICES									
CCF CCMS CHILD CARE	0617CCF000-1	12/31/2017	\$ 37,796,284.00	\$ 37,796,284.00	100.00%	100.00%	\$ -	\$ 37,796,284.00	100.00%
CCF CCMS CHILD CARE	0618CCF000	12/31/2018	\$ 48,198,859.00	\$ 3,019,378.38	6.26%	25.00%	\$ 44,394,671.62	\$ 47,414,050.00	98.37%
CHILD CARE ATTENDANCE AUTOMATION	0617CAA000	11/30/2017	\$ 404,369.00	\$ 372,024.00	92.00%	100.00%	\$ -	\$ 372,024.00	92.00%
CHILD CARE ATTENDANCE AUTOMATION	0618CAA000	11/30/2018	\$ 374,263.00	\$ 104,899.14	28.03%	25.00%	\$ 269,363.86	\$ 374,263.00	100.00%
CCM CCMS LOCAL INITIATIVE	0617CCM000	12/31/2017	\$ 7,480,890.00	\$ 7,480,890.00	100.00%	100.00%	\$ -	\$ 7,480,890.00	100.00%
CHILD CARE DFPS	0617CCP000	12/31/2017	\$ 6,316,433.00	\$ 6,315,194.77	99.98%	100.00%	\$ -	\$ 6,315,194.77	99.98%
CHILD CARE DFPS	0618CCP000	12/31/2018	\$ 5,065,200.00	\$ 2,099,938.15	41.46%	33.33%	\$ 2,965,261.85	\$ 5,065,200.00	100.00%
CHILD CARE QUALITY	0618CCQ000	10/31/2018	\$ 1,554,181.00	\$ 261,112.57	16.80%	23.08%	\$ 1,105,300.84	\$ 1,366,413.41	87.92%
CHILD CARE FULLY SUBSIDIZED DIRECT CARE	0617CCC000-1	12/31/2017	\$ 13,506,360.00	\$ 13,506,260.00	100.00%	100.00%	\$ 100.00	\$ 13,506,360.00	100.00%
Totals			\$ 120,696,839.00	\$ 70,955,981.01	58.79%		\$ 48,734,698.17	\$ 119,690,679.18	99.17%
STATE OF TEXAS									
ADULT EDUCATION AND LITERACY	0616AEL001-1	6/30/2018	\$ 7,639,470.00	\$ 7,180,282.83	93.99%	75.00%	\$ 400,948.95	\$ 7,581,231.78	99.24%
ADULT EDUCATION AND LITERACY	0616AELB01	6/30/2018	\$ 7,042,692.00	\$ 2,280,963.81	32.39%	50.00%	\$ 3,747,802.57	\$ 6,028,766.38	85.60%
Totals			\$ 14,682,162.00	\$ 9,461,246.64	64.44%		\$ 4,148,751.52	\$ 13,609,998.16	92.70%
GRAND TOTALS			\$ 175,549,088.00	\$ 96,710,254.01	55.09%		\$ 67,255,043.39	\$ 163,965,297.40	93.40%
PRIVATE									
DOL-LEAP GRANT	DOL	9/30/2018	\$ 500,000.00	\$ 7,564.13	1.51%	62.50%	\$ 444,801.68	\$ 452,365.81	90.47%
TEXAS VETERANS COMMISSION	TVC	9/30/2018	\$ 117,600.00	\$ 40,299.10	34.27%	25.00%	\$ -	\$ 40,299.10	34.27%
AARP-BACK TO WORK +50	AARP	1/31/2018	\$ 12,000.00	\$ 12,000.00	100.00%	92.31%	\$ -	\$ 12,000.00	100.00%
100K OPPORTUNITIES INITIATIVE	Starbucks/Schultz Foundation	5/11/2018	\$ 250,000.00	\$ 65,413.69	26.17%	58.33%	\$ 167,701.34	\$ 233,115.03	93.25%
HCA PARTNERSHIP INITIATIVE	0603WDR000	OPEN	\$ 431,833.04	\$ 382,095.58	88.48%	N/A	\$ -	\$ 382,095.58	88.48%
Totals			\$ 1,311,433.04	\$ 507,372.50	38.69%		\$ 612,503.02	\$ 1,119,875.52	85.39%

Workforce Solutions Greater Dallas
 Statements of Financial Position (Unaudited)
 December 31, 2017 and December 31, 2016

ASSETS	12/31/2017	12/31/2016
	(Unaudited)	(Audited)
Cash	\$ 3,707,042	2,650,476
Grants receivable	9,978,683	7,917,312
Advances and other receivables	10,443	11,402
Prepaid expenses	554,569	190,882
Investment	501,125	501,125
Equipment, net	—	—
Total assets	<u>\$ 14,751,862</u>	<u>11,271,197</u>
LIABILITIES AND NET ASSETS		
Accounts payable and accrued liabilities	\$ 13,715,139	10,447,917
Employee benefits payable	501,125	501,125
Deferred revenue	229,841	45,255
Total liabilities	<u>14,446,105</u>	<u>10,994,297</u>
Unrestricted net assets	305,757	276,900
Commitments and contingencies		
Total liabilities and net assets	<u>\$ 14,751,862</u>	<u>11,271,197</u>

Workforce Solutions Greater Dallas
 Statements of Activities (Unaudited)
 Period ended December 31, 2017 and December 31, 2016

	12/31/2017	12/31/2016
Revenues and other support:		
Revenues from grants and contracts	\$ 98,878,626	92,270,015
Other	46,179	134,608
Income from investments:		
Dividends & interest	16,810	14,312
Net realized/unrealized gain		111,553
Total revenues and other support	<u>98,941,615</u>	<u>92,530,488</u>
Expenses:		
Direct program services	95,674,738	89,290,591
Administration	3,238,020	3,098,795
Employee benefits		111,553
Total expenses	<u>98,912,758</u>	<u>92,500,939</u>
Change in unrestricted net assets	28,857	29,549
Net assets, beginning of year	276,900	247,351
Net Unrestricted assets, end of year	<u>\$ 305,757</u>	<u>276,900</u>

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **DALLAS**

FINAL RELEASE
As Originally Published 2/12/2018
DECEMBER 2017 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP											
Contracted Measures		6	6	7	63.16%											
Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes																

Reemployment and Employer Engagement Measures

TWC	Claimant Reemployment within 10 Weeks	+P	107.81%	55.32%	55.32%	59.64%	55.96%	57.09%	5,619	9,422	59.64%				7/17	9/17
TWC	# of Employers Receiving Workforce Assistance	MP	99.89%	4,590	11,399	4,585	11,067	12,190	----	----	4,585				10/17	12/17

Program Participation Measures

TWC	Choices Full Work Rate - All Family Total	-P	90.80%	50.00%	50.00%	45.40%	49.66%	45.76%	237	519	45.40%				10/17	12/17
TWC	Avg # Children Served Per Day - Combined	-P	113.99%	11,249	11,190	12,823	10,923	10,824	833,472	65	12,823				10/17	12/17

1. BCY18 targets were set prior to reaching the 1st year anniversary reauthorization. We are planning to adjust the targets after we have 3 months of BCY18 data to analyze.

WIOA Outcome Measures

LBB-K	Employed/Enrolled Q2 Post Exit – C&T Participants	+P	108.14%	64.00%	64.00%	69.21%	69.97%	69.29%	26,091	37,701	69.99%	68.33%			7/16	12/16
LBB-K	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	+P	105.31%	80.00%	80.00%	84.25%	85.70%	85.01%	23,256	27,603	84.98%	83.63%			1/16	6/16
TWC	Median Earnings Q2 Post Exit – C&T Participants	+P	111.73%	\$4,648.00	\$4,648.00	\$5,193.01	\$5,169.04	\$4,904.00	n/a	25,590	\$5,023.96	\$5,412.19			7/16	12/16
LBB-K	Credential Rate – C&T Participants	-P	87.56%	48.00%	48.00%	42.03%	56.79%	53.58%	314	747	39.40%	44.17%			1/16	6/16
DOL-C	Employed Q2 Post Exit – Adult	MP	97.41%	73.40%	73.40%	71.50%	76.69%	77.22%	301	421	71.00%	72.11%			7/16	12/16
DOL-C	Employed Q4 Post Exit – Adult	-P	94.93%	70.60%	70.60%	67.02%	75.96%	78.41%	254	379	65.73%	68.16%			1/16	6/16
DOL-C	Median Earnings Q2 Post Exit – Adult	+P	113.42%	\$4,420.00	\$4,420.00	\$5,013.23	\$5,898.79	\$7,077.66	n/a	297	\$4,631.00	\$5,589.54			7/16	12/16
DOL-C	Credential Rate – Adult	-P	74.96%	69.30%	69.30%	51.95%	70.76%	79.31%	133	256	50.00%	53.52%			1/16	6/16
DOL-C	Employed Q2 Post Exit – DW	MP	98.66%	84.30%	84.30%	83.17%	86.67%	85.58%	84	101	85.29%	78.79%			7/16	12/16
DOL-C	Employed Q4 Post Exit – DW	MP	98.40%	86.00%	86.00%	84.62%	85.90%	83.03%	77	91	92.31%	78.85%			1/16	6/16
DOL-C	Median Earnings Q2 Post Exit – DW	+P	110.12%	\$7,990.00	\$7,990.00	\$8,798.80	\$8,531.67	\$8,145.00	n/a	83	\$7,837.33	\$9,333.29			7/16	12/16
DOL-C	Credential Rate – DW	-P	82.65%	77.00%	77.00%	63.64%	73.31%	71.91%	35	55	63.64%	63.64%			1/16	6/16
DOL-C	Employed/Enrolled Q2 Post Exit – Youth	MP	102.17%	69.10%	69.10%	70.60%	74.23%	57.55%	257	364	69.30%	72.48%			7/16	12/16

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **DALLAS**

FINAL RELEASE
As Originally Published 2/12/2018
DECEMBER 2017 REPORT

Source	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
Notes																

WIOA Outcome Measures

DOL-C	Employed/Enrolled Q4 Post Exit – Youth	MP	100.81%	67.60%	67.60%	68.15%	72.30%	67.43%	291	427	66.23%	70.35%			1/16	6/16
DOL-C	Credential Rate – Youth	-P	62.82%	65.20%	65.20%	40.96%	65.60%	50.06%	77	188	38.55%	42.86%			1/16	6/16

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.

AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

Percent of Target (Year-to-Date Performance Periods)

FINAL RELEASE

As Originally Published 2/12/2018

DECEMBER 2017 REPORT

Green = +P White = MP Yellow = MP but At Risk Red = -P

Board	Reemployment and Employer Engagement		Participation		WIOA Outcome Measures															Total Measures			
			Choices Full Work Rate-All Family Total	Avg # Children Svd Per Day-Combined	C&T Participants				Adult				DW				Youth			+P	MP	-P	% MP & +P
	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q2-Q4 Post-Exit			Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q4 Post-Exit	Credentia Rate						
	Clmnt ReEmpl within 10 Weeks	Emplrs Rcvg Wkfc Assist	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q2-Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Employ- ed Q2 Post-Exit	Employ- ed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credentia Rate	Empl/ Enrolled Q2 Post-Exit	Empl/ Enrolled Q4 Post-Exit	Credentia Rate						
Alamo	112.87%	106.88%	118.88%	109.42%	108.91%	105.93%	107.00%	120.08%	99.00%	100.82%	125.94%	170.85%	111.89%	94.46%	111.93%	118.43%	105.36%	103.74%	90.63%	13	3	3	84%
Borderplex	107.46%	105.76%	114.30%	104.81%	100.88%	103.58%	113.84%	131.23%	102.76%	88.37%	56.63%	103.45%	94.44%	93.11%	109.80%	118.99%	93.42%	92.55%	82.04%	7	4	8	58%
Brazos Valley	117.16%	111.10%	92.18%	97.65%	105.00%	101.48%	102.68%	125.40%	81.51%	116.73%	81.62%	129.59%	107.46%	96.11%	99.44%	112.70%	115.09%	109.80%	98.46%	9	7	3	84%
Cameron	116.99%	108.38%	104.58%	97.94%	112.61%	103.90%	120.57%	153.29%	107.49%	101.81%	83.58%	105.04%	112.91%	104.52%	164.89%	116.82%	97.02%	122.06%	83.95%	11	6	2	89%
Capital Area	108.11%	103.28%	116.12%	103.65%	111.28%	107.90%	121.56%	110.60%	105.19%	109.18%	115.34%	96.26%	94.78%	101.40%	109.34%	82.60%	88.32%	91.34%	101.57%	10	4	5	74%
Central Texas	111.52%	101.46%	114.16%	121.70%	99.97%	104.00%	113.00%	80.35%	102.24%	101.15%	148.60%	96.98%	88.79%	109.10%	146.69%	45.71%	87.04%	102.61%	115.42%	7	7	5	74%
Coastal Bend	126.78%	105.86%	93.46%	104.99%	106.39%	105.26%	111.07%	66.44%	111.88%	97.67%	109.94%	63.13%	115.80%	123.15%	120.85%	89.65%	123.84%	102.03%	76.06%	11	2	6	68%
Concho Valley	126.03%	110.05%	108.38%	96.74%	109.72%	106.85%	101.38%	148.81%	107.54%	93.09%	132.88%	98.83%	94.20%	105.96%	103.12%	103.84%	103.72%	111.64%	104.38%	10	7	2	89%
Dallas	107.81%	99.89%	90.80%	113.99%	108.14%	105.31%	111.73%	87.56%	97.41%	94.93%	113.42%	74.96%	98.66%	98.40%	110.12%	82.65%	102.17%	100.81%	62.82%	6	6	7	63%
Deep East	123.82%	105.03%	71.12%	95.88%	107.25%	104.80%	110.81%	139.31%	104.77%	110.54%	122.14%	106.57%	106.88%	113.89%	116.20%	96.90%	104.00%	105.66%	111.20%	13	5	1	95%
East Texas	105.43%	113.45%	90.16%	100.13%	110.16%	104.04%	112.49%	120.56%	95.45%	89.31%	110.13%	132.85%	92.16%	102.64%	107.01%	94.38%	106.64%	92.17%	88.50%	9	4	6	68%
Golden Cresce	150.37%	97.63%	156.30%	97.24%	111.36%	106.20%	104.03%	158.42%	83.15%	95.38%	107.77%	131.43%	93.80%	124.06%	137.40%	113.53%	117.92%	104.76%	106.54%	12	5	2	89%
Gulf Coast	131.67%	111.55%	73.88%	112.49%	101.83%	101.93%	108.99%	94.35%	101.44%	99.79%	120.66%	140.67%	106.87%	105.31%	109.79%	140.92%	100.26%	99.89%	91.15%	9	6	4	79%
Heart of Texas	109.11%	105.70%	86.05%	95.22%	106.94%	103.15%	106.05%	133.33%	120.38%	83.89%	58.48%	124.00%	63.37%	79.03%	146.27%	183.49%	95.91%	99.50%	96.95%	9	5	5	74%
Lower Rio	127.05%	116.77%	129.84%	97.06%	114.58%	101.00%	120.29%	159.56%	104.06%	91.65%	152.73%	111.28%	98.66%	104.18%	151.16%	111.74%	111.69%	97.19%	88.14%	11	6	2	89%
Middle Rio	107.63%	94.48%	103.92%	103.24%	107.23%	98.16%	111.87%	168.27%	104.39%	115.98%	90.88%	108.48%	107.72%	103.36%	147.32%	125.06%	76.83%	108.21%	71.43%	10	4	5	74%
North Central	103.66%	102.07%	102.82%	106.29%	104.97%	106.35%	110.74%	119.65%	103.26%	94.81%	111.46%	93.68%	101.70%	89.93%	114.96%	101.18%	116.59%	97.63%	106.84%	7	8	4	79%
North East	114.97%	101.94%	106.38%	105.86%	109.61%	104.58%	111.85%	119.31%	100.78%	103.02%	205.91%	117.96%	99.89%	94.83%	91.69%	65.02%	98.31%	119.11%	128.00%	9	6	4	79%
North Texas	114.69%	118.78%	122.42%	127.66%	109.38%	106.96%	112.01%	123.88%	99.80%	99.11%	87.93%	87.01%	88.79%	107.65%	109.94%	116.82%	102.71%	106.60%	107.72%	12	3	4	79%
Panhandle	122.76%	102.64%	113.46%	102.19%	111.23%	105.83%	114.78%	124.25%	93.50%	104.76%	118.81%	83.36%	114.23%	105.95%	133.99%	108.96%	117.70%	104.44%	139.73%	13	3	3	84%
Permian Basin	122.83%	106.06%	104.32%	91.35%	113.48%	108.23%	113.64%	129.63%	105.14%	115.52%	193.38%	117.52%	109.65%	106.97%	171.66%	97.35%	88.44%	116.46%	58.65%	14	2	3	84%
Rural Capital	107.43%	98.69%	108.42%	107.78%	112.20%	110.08%	111.83%	111.54%	104.65%	103.87%	140.90%	65.45%	84.25%	89.21%	105.88%	104.04%	79.09%	102.43%	81.84%	8	5	6	68%
South Plains	118.21%	105.17%	88.18%	99.42%	107.30%	102.19%	109.76%	126.00%	102.14%	86.88%	154.27%	82.61%	101.74%	104.86%	180.37%	120.95%	129.11%	111.22%	106.14%	12	4	3	84%
South Texas	110.91%	108.54%	99.68%	100.85%	99.53%	102.76%	111.31%	135.13%	99.66%	105.64%	91.09%	115.40%	102.80%	109.40%	104.25%	81.78%	66.23%	75.47%	108.04%	8	7	4	79%
Southeast	150.17%	110.46%	68.46%	95.72%	108.77%	102.23%	112.26%	77.06%	103.94%	87.97%	102.70%	52.33%	85.76%	97.19%	118.94%	163.60%	98.31%	98.20%	103.40%	6	8	5	74%
Tarrant	102.63%	104.13%	104.08%	120.30%	106.14%	106.80%	110.76%	136.71%	97.06%	101.71%	120.16%	104.17%	111.05%	99.10%	107.57%	100.49%	103.49%	97.15%	125.81%	8	10	1	95%
Texoma	106.92%	108.58%	128.00%	123.57%	108.98%	105.44%	116.38%	152.44%	105.47%	114.66%	113.09%	115.37%	100.90%	129.03%	123.23%	104.70%	103.77%	107.23%	117.47%	15	3	1	95%
West Central	118.91%	101.42%	94.98%	94.35%	108.30%	103.76%	106.21%	126.48%	95.96%	108.95%	103.50%	93.77%	70.32%	105.68%	251.31%	120.48%	98.46%	117.74%	0.00%	9	5	5	74%
+P	26	17	12	1	22	13	25	23	7	8	19	14	10	12	24	14	9	11	11	278			
MP	2	10	6	10	6	15	3	0	18	11	2	5	7	10	3	7	12	13	5	145			
-P	0	1	10	17	0	0	0	5	3	9	7	9	11	6	1	7	7	4	12	109			
% MP & +P	100%	96%	64%	39%	100%	100%	100%	82%	89%	68%	75%	68%	61%	79%	96%	75%	75%	86%	57%	80%			
From	7/17	10/17	10/17	10/17	7/16	1/16	7/16	1/16	7/16	1/16	7/16	1/16	7/16	1/16	7/16	1/16	7/16	1/16	1/16	From			
To	9/17	12/17	12/17	12/17	12/16	6/16	12/16	6/16	12/16	6/16	12/16	6/16	12/16	6/16	12/16	6/16	12/16	6/16	6/16	To			

WORKFORCESOLUTIONS

GREATER DALLAS

MEANS, ENDS, & EXPECTATIONS

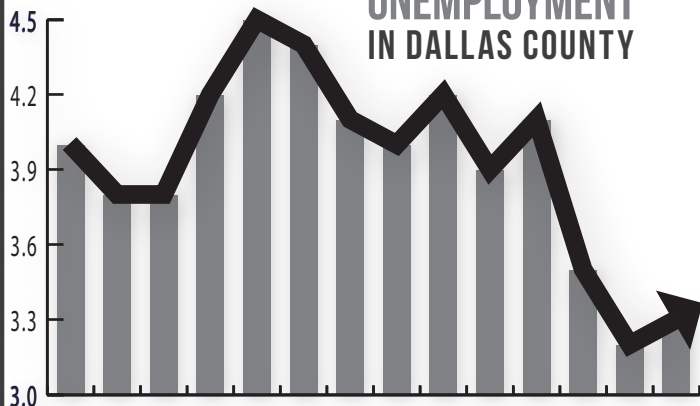
DALLAS COUNTY LAYOFFS HAVE DECREASED BY 85% YEAR TO DATE, 627 Q1 2017 AND 69 IN Q1 2018. 100% OF 2017 Q4 LAYOFFS CAN BE ATTRIBUTED TO HEALTH CARE. IN OUR AREA, HEALTH CARE ACCOUNTS AND 9.9% OF EMPLOYEES AND 7.9% OF ALL HEALTH CARE ESTABLISHMENTS.

LAYOFFS IN DALLAS COUNTY DOWN 85%

(YOY 2017 -2018)*
* PARTIAL QUARTER

SOURCES:TWC

UNEMPLOYMENT IN DALLAS COUNTY



CURRENT RATE 3.3%

PREVIOUS MONTH RATE 3.2%

YTD RATE 4.8%

UNEMPLOYMENT RATE: 3.3% AS OF December 2017 - DECREASED BY 27% WITHIN THE LAST SIX MONTHS AND APPROXIMATELY 15% 12 MONTHS AGO.

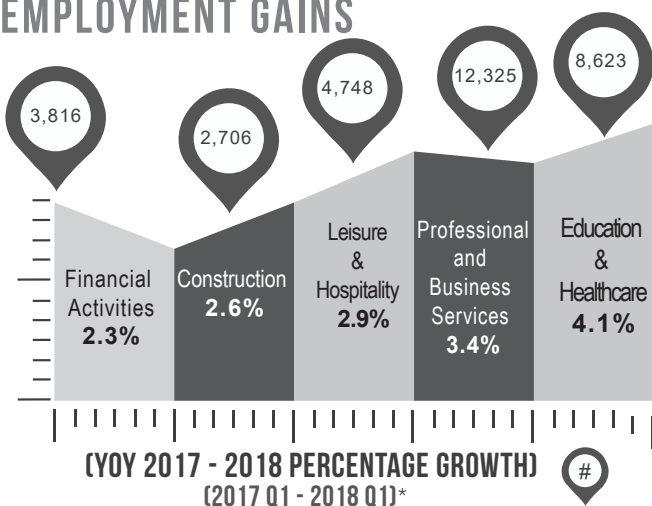
SOURCES:BUREAU OF LABOR STATISTICS, TLMR, TWC

CORPORATE EXPANSIONS & RELOCATIONS

APPROXIMATELY 55 CORPORATE RELOCATIONS AND EXPANSIONS WITHIN THE LAST TWO YEARS. SIGNIFICANT GROWTH BY INDUSTRY INCLUDES: FINANCIAL SERVICES, PROFESSIONAL SERVICES AND HEALTH CARE.

COMPANY NAME	CITY	NEW JOBS	YEAR ANNOUNCED	LOCATION TYPE
AT&T	Dallas	1,300	2016	Expansion
Amazon.com Inc	Coppell	1,000	2017	New Facility
McKesson Corp	Irving	975	2016	Expansion
Jacobs Inc.	Dallas	700	2016	HQ Relocation
Zale	Dallas	300	2016	Relocation and Expansion
Thomson Reuters	Carrollton	250	2016	Expansion
Saatchi & Saatchi	Dallas	150	2016	New Facility
Heart & Science	Dallas	100	2016	New Facility
OKI Data Americas	Irving	100	2016	HQ Relocation
Salesforce.com, Inc	Dallas	N/A	2017	New Facility
Total Jobs		4,875		

EMPLOYMENT GAINS



DFW HAS ADDED OVER 100K JOBS YOY. DALLAS COUNTY IS RESPONSIBLE FOR OVER 44K OF THOSE JOBS YOY.

MIDDLE SKILL JOB GROWTH: WITH THE LABOR FORCE GROWING AT FAST RATES AND MIGRATION RESULTING IN 80 HOUSEHOLDS MOVING TO DALLAS CO. PER DAY, INDUSTRIES AFFECTED BY MARKET DEMAND HAVE GROWN ABOVE 3% WITHIN THE PAST YEAR.

COMPANY LAYOFFS/CLOSING	CITY	NOTICE	# JOBS
Select Medical-Garland	Dallas	1/10/2018	96
TOTAL			96

SOURCES:TWC

SECTOR SPOTLIGHT

HEALTH CARE SECTOR EMPLOYERS

- 9.36% of total employers in Dallas Co.
- Avg Employees: 24
- Avg Average Earnings Per Job : \$74,341.43*
- Avg 2- yr projected growth: 6.9%

SOURCES:EMSI, BUSINESS WISE, DRC

SOURCES:JOBSEQ

YOY EMPLOYMENT GAIN

Community Engagement Report – February 2018



Starbucks recruiters at Southwest Center

7 recruiters including the Director of Recruiting from California, as well as, recruiters from Atlanta and South Florida provided a 90 minute job search Q&A with 35 job seekers. They gave resume feedback and had one-on-one conversations with the job seekers.

Pleasant Grove Now Planning Charrette January 30th

Laurie Larrea and Demetria Robinson participated in the first convening of the Planning Charrette for Pleasant Grove.



UPCOMING EVENTS

February 22, 2018
DRC Education to Employment Outlook Series
Guest Speakers: Chairman Andres Alcantar, TWC and Marie Davis, Executive Director, 100,000 Opportunities Initiative
 8 a.m. to 9:30 a.m.
 Dallas Regional Chamber

April 5, 2018
100K Opportunities – Spring 2018
The Embarcadero Building - Fair Park
 11 a.m. to 4 p.m

April 19, 2018
Healthcare Career Fair
Irving Convention Center
 10 a.m. to 2 p.m.

2018 Job Fair Calendar

JANUARY 2018
 Pleasant Grove Grand Opening - 1/19

FEBRUARY 2018
 Advanced Manufacturing Workforce Pipeline Summit - 2/19
 Education to Employment - 2/22

APRIL 2018
 100K Opportunities - 4/5
 Healthcare Career Fair - 4/19

MAY 2018
 Manufacturing Week - 5/7 - 5/10
 Infrastructure Week - 5/14 - 5/18

JUNE 2018
 Workforce Development Week - 6/18 - 6/22

JULY 2018
 D23 Goes2Work - Date to be confirmed.

AUGUST 2018
 Judge Jenkins Job Fest - TBA

SEPTEMBER 2018
 Vocational Rehabilitation Week - 9/24 - 9/28
 Careers in Texas Industries - 9/27

NOVEMBER 2018
 Hiring Red, White and You - Gilley's - 11/8
 Congressman Veasey Hiring Event - 11/16

ES 2020 Sector Strategy Report

February 2018

INFORMATION TECHNOLOGY

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NEW ENGAGEMENTS :

- Microsoft - Requested assistance in sourcing Azure/Cloud and Platforms Premier Field Engineers.
- IBM Public Partnerships – seeking Mainframe System Administrator Apprentices; and
- Toyota – Staff attended Conference of Minority Transportation Officials and Global Economic Development Hi-Tech Accelerator Workforce Strategy roundtable.
- Amazon – 2nd Round of Web Services Apprenticeship for Veterans. Amazon has selected Dallas as its sole location for training a 2nd cohort and is recruiting other major employers to hire trained apprentices.

INFRASTRUCTURE

NEW ENGAGEMENTS :

- Texas Central Railroad plans to construct a 300 mile high-speed rail project between Dallas and Houston. They will need 10,000 workers per year.
- Staff is working with the Federal Highway Administration, Department of Labor, the Association of General Contractors as well as employers and training providers to establish a Highway Construction Workforce Pilot program

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**TEXAS
CENTRAL**



ADVANCED MANUFACTURING

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NEW ENGAGEMENTS - Staff initiated the Advance Manufacturing sector strategy with DCMA and Garland Chamber of Commerce. The initial focus will be apprenticeship opportunities which are being identified with partners DCCCD and DOL. Industry Partnership meetings to begin in February.

****Sector Champion – Paul Mayer, CEO of Garland Chamber of Commerce has agreed to serve as the Advanced Manufacturing Champion.****

RETAIL



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ONGOING ENGAGEMENTS – Staff is assisting Walmart in filling positions at the newly remodeled Lancaster Super Center on 2/16. The North Central Texas WFB Mobile Workforce Unit will be on location so job seekers can complete online applications and Core Score (soft skills) assessments.

Legislative Update

Budget/Appropriations On February 9, the House approved a bipartisan two-year budget deal (**HR 1892 -The Bipartisan Budget Act of 2018**) to increase federal spending by \$296 billion, raising the statutory caps on FY18 and FY19 discretionary spending. The budget agreement was passed in conjunction with a continuing resolution (CR) that will keep the government funded through March 23rd. The bill provides for \$90 million in disaster supplemental funds to states affected by hurricanes and wildfires, a suspension of the debt ceiling through March of 2019, an increase in budget caps for both defense and non-defense spending to provide a total of almost \$300 billion in additional government funding, and a provision to help more unemployed workers get back into the workforce quickly through UI Reemployment Services and Eligibility Assessments, an additional four years of authorization for the Children's Health Insurance Program (CHIP) and Increase of \$5.8 billion for the Child Care Development Block Grant (CCDBG) program over two years.

Higher Education Act Reauthorization On February 6, the Congressional Budget Office released its score of the House Higher Education reauthorization legislation (**Promoting Real Opportunity, Success, and Prosperity through Education Reform Act (PROSPER Act)- HR4508**), indicating the bill would reduce mandatory federal spending on student aid by \$14.6 billion over the next decade. CBO also estimated the legislation would lead Congress to appropriate an additional \$210.1 billion in discretionary funding. That estimated increase in discretionary spending is supported largely by the bill's reauthorization of the Pell Grant program. The bill proposes a new Pell Grant bonus program that would award an additional \$300 to students who take at minimum of 15 academic credits each semester, elimination of origination fees for federal student loan borrowers and "borrower defense to repayment" provisions governing how the Education Department must handle student loan fraud claims.

BUILDS Act On February 6th, Paul Mitchell (MI) and Tim Ryan (OH), introduced bipartisan legislation, the **Building U.S. Infrastructure by Leveraging Demands for Skills (BUILDS) Act (HR 4942)**, to set aside funding from a Congressional infrastructure package for workforce development to train workers in construction, transportation, energy and other critical infrastructure industries. The legislation would support grants in these fields and be administered by the U.S. Department of Labor in consultation with the Departments of Transportation, Energy, and other federal agencies. Senators Tim Kaine (VA) and Rob Portman (OH) introduced the Senate version of BUILDS in 2017.

President Trump's 2019 Budget On February 12, the Administration released its 2019 budget proposal. It includes \$10.9 billion in discretionary budget authority, paired with mandatory investments and reforms; It centralizes Department of Labor administrative activities; It increases apprenticeship investment to \$200 million; it slashes funding for major social safety net programs such as Medicaid and SNAP; and it proposes paid family leave for new parents by providing six weeks of paid family leave to new mothers and fathers, including adoptive parents. Parental leave would be mandatory, but not uniform: "States would be required to provide six weeks of parental leave and the proposal gives states broad latitude to design and finance the program," the administration wrote in its budget.

**President's Briefing—Item A
Action Pursuant to Closed Session**

**President's Briefing—Item B
Authorization of Contracts, Partnerships, and Agreements**

Approval of Child Care Local Match Partners

The 2018 fiscal year total amount of local match required to access the federal child care funds is \$4,721,674. Staff requests ratification of the agreements with DCCCD-Eastfield College, Dallas ISD and University of North Texas Dallas to secure a portion of local match funds in the amount of \$325,000 at this time. Staff is continuing our efforts to secure the remaining match funds (\$671,674) and will bring back for ratification in April. The table below represents the additional local match funds secured from existing partners:

Local Match Partners	Local Amount	Federal Amount
DCCCD-Eastfield College	\$25,000	\$48,072
Dallas ISD	\$50,000	\$96,145
University of North Texas Dallas	\$250,000	\$480,727
Total	\$325,000	\$624,944

RECOMMENDATION: Board ratification to accept the contribution for the Local Match agreement as specified above as part of the CCG FY18 contract to provide direct care to eligible children in Dallas.

Contract Amendments

Contracts and budgets were approved in October and November 2017 for Fiscal Year 2018 based upon grants received at that time. The Board has since received additional grants and lapsed funds from the previous program year have been realized. As a result, staff requests amendments to the following existing FY18 service provider contracts:

1. ***FY18 ResCare Workforce Services Contract (Workforce Operations)*** - provides management and operation of the workforce solutions offices:
 - \$122,243 in WIOA Adult
 - \$450,000 in WIOA Dislocated Worker
 - \$640,008 in Reemployment Services and Eligibility AssessmentThe value of contract after this amendment is \$15,856,830.
2. ***FY18 ResCare Workforce Services Contract (Youth)*** - provides management and operation to young adults ages 18-24 throughout Dallas County. The additional funds in the amount of \$450,000 will cover costs of continued services.
The value of contract after this amendment is \$2,331,250.
3. ***FY18 ChildCareGroup Contract (Child Care Assistance)*** - provides management and operation of the child care subsidy program. Additional funds are for direct care:
 - \$6,734,010 in CCF carryover
 - \$2,493,623 in Local Match carryoverThe value of contract after this amendment is \$68,344,720.

RECOMMENDATION: Board authorization to amend the existing FY18 contracts to **ResCare Workforce Services** for Workforce Center services and Young Adults; and **ChildCareGroup** (child care services) as presented above.

Job Access/Reverse Commute (JARC) Projects

- a. WFSDallas was awarded a one-year \$210,000 grant for a *Southern Dallas - Inland Port Job Access Transportation Study* project. The Transportation Study will survey Inland Port employers to identify employee transportation needs and routes in DART's non-rail areas with the goal of expanding job access for citizens of Southern Dallas. Grant activities planned include the procurement of a qualified transportation planning organization (e.g. HNTB, Kimley Horn, AECOM, Freese and Nichols) to conduct the study for an amount not to exceed \$200,000 and for WFSDallas to accept \$10,000 (5%) for overhead and grant management.
- b. WFSDallas was awarded a 3-year \$360,090 grant for a *Southern Dallas - Inland Port Job Access Vanpool Service* project. The total grant includes an \$180,045 (50%) match which will be solicited from employers who hire job seekers using the service. The vans will be used by employees to transport to and from the Inland Port employment center. WFSDallas will contract with DART and/or its' Van Pool contractor in the amount of

\$325,800 to manage the daily service and WFSDallas will receive \$34,290 for project management and program outreach materials.

RECOMMENDATION: Board authorization to accept the Job Access Reverse Commute Grants; to procure a qualified transportation planning organization; and, to contract with DART and/or its' van pool contractor (VRIDE), as stated above. Authorization is contingent upon final negotiations with North Central Texas Council of Governments in March 2018.

Walmart Grant

Walmart awarded Workforce Solutions Greater Dallas \$ 1,771,576 to implement Retail Pay\$, a retail pipeline project. This grant will assist 750 current workers and 100 new workers over the next two years with training and support services designed to improve upward mobility within the industry. The grant includes \$468,374 in ResCare staffing costs and \$70,000 in employer outreach services to be provided by the Dallas Regional Chamber (DRC). The grant also includes \$850,000 in training scholarships, \$70,000 for web/mobile application development, \$152,150 in technology tools/tablets, and \$152,150 for oversight and management.

RECOMMENDATION: Board authorization to contract with ResCare Workforce Services for \$468,374; pass through of scholarship funds (as appropriate) and to contract with Dallas Regional Chamber for \$70,000 to convene employers, as described above.

Adult Education and Literacy Consortium Contract Amendments

In the PY4 Adult Education and Literacy grant, it required programs to meet a performance benchmark of 33% of target on numbers served at the end of the first quarter. Our Consortium exceeded the benchmark at 37% serving 3,223 of our total target number 8,768 to be served at June 30th. As a result of this achievement, we were able to receive the set aside performance dollars in the amount of \$139,808 for the first time in 4 years of the program. Of that amount, we were able to award a total \$132,800 to our partners for this achievement.

In addition, at the Annual Texas Workforce Commission Conference in December, the Board received two awards for Adult Education and Literacy: 1st place for Employer Partnership, \$50,000 and 3rd place for College Integration, \$20,000. These awards were made possible due to the continued collaborative efforts of all our partners over the last 4 years. Of the amount we were able to award a total of \$63,000 our partners.

Congratulations to our AEL Consortium partners!

Staff request ratification of the awards and performance dollars received to our contractors as follows:

AEL Consortium Partner	Awards funding	Performance funding
Dallas County Community College District	\$ 38,000	\$ 87,000
Wilkinson Center	\$ 10,000	\$ 21,500
Irving ISD	\$ 6,000	\$ 11,500
Richardson ISD	\$ 3,500	\$ 7,800
Richland-Garland Campus	\$ 3,500	\$ 5,000
ResCare Workforce Services	\$ 2,000	

RECOMMENDATION: Board ratification to amend the existing AEL Consortium Partner's contracts with the awards and performance dollars as presented above.

***President's Briefing—Item C
Policy***

WFSDallas' Training Provider Policy, T0108, will be amended to add exempt providers in accordance with Texas law on career schools and colleges. WFSDallas will research and design an alternative process for provider and curriculum approval.

RECOMMENDATION: Board authorization to move forward and return with formal policy recommendations at the April Board meeting.

*President's Briefing—Item D
Leases*

1. **AEL Leases** – In November, we received a lease termination letter from Dallas ISD indicating we had 60 days to vacate the Titcher Annex facility where adult education classes were being held. The notice indicated that DISD would be renovating the facility for use as a school. At that time, we began our search for space in the Pleasant Grove area to keep the services available in the community. We were able to partner with KIPP Pleasant Grove located across Buckner on St. Augustine for limited space. *The KIPP initial lease includes classroom space in the evenings for the months of February and March in the amount of \$8,740, with an option for an extension through June 30, 2018.* The Titcher Annex facility was \$8,136 per month. In addition, DCCCD has provided temporary space at the Bill J. Priest campus to allow for morning and evening classes at least through this program year (June 30, 2018) at no cost.

2. **Grand Prairie Workforce Center** – PARUSA, the landlord, has offered a one (1) year amendment that would extend the current lease ending July 31, 2018. This amendment does not alter the terms and conditions of the primary lease.

<p>RECOMMENDATION: Board ratification to accept the extension of the current Grand Prairie workforce center beginning August 1, 2018 through July 31, 2019 and the initial lease with KIPP with an option to extend through June 30, 2018.</p>

Quality Assurance and Oversight – President’s Briefing – Item E

Review final with no issues
 Pending final review
 Review final with issues

November 2016 ResCareWIOA Adult/WIA Adult DC 07.16		Program Review of Adult -WIA/WIOA. Recommendations were made relating to the following areas: Additional documentation, ITAs, Support Services, Case Management, Performance, Employment, TWIST, and Data Entry. Status: Contractor proposing stand-in costs. Pending review by staff to close.
September 2016 ResCare WIOA DW DC 08.16		Program Review of DW- WIA/WIOA. Recommendations were made relating to the following areas: Additional documentation, ITAs, Case Management, Performance, Employment, TWIST, and Data Entry. Status: Contractor submitted corrective action and proposing stand-in costs; pending final by staff to close.
January 2017 ResCare DC.01-17.RC WIOA Youth		Program Review of Youth- WIA/WIOA. Recommendations were made relating to the following areas: Eligibility, Youth Eligibility, Youth Program Design, Youth Components/Elements, Case Management, Support Services, Employment, TWIST, and Data Entry. Status: Contractor submitted corrective action; pending monitor final review. Contractor proposing stand-in costs. Pending review by staff to close.
February 2017 Gulf Coast Trades DC.05-17.GC WIOA Youth		Program Review of Youth- WIA/WIOA. Recommendations were made relating to the following areas: Eligibility, Youth Eligibility, Youth Program Design, Youth Components/Elements, Case Management, Support Services, Employment, TWIST, and Data Entry. Status: Contractor response was incomplete and will request for additional
February 2017 Richland College WIOA Youth DC.04-17.Yo.DCCCD.RC		Program Review of Youth- WIA/WIOA. Recommendations were made relating to the following areas: Eligibility, Youth Eligibility, Youth Program Design, Youth Components/Elements, Case Management, Support Services, Employment, TWIST, and Data Entry. Status: Review final and closed.
January 2017 ChildCareGroup Childcare		Fiscal Review of Child Care Services. Recommendations were made relating to the following areas: Expenditure disbursements and procurements. Status: Pending Contractor re-payment of \$47,047. Contractor proposing stand-in costs. Pending review by staff to close.
July 2017 ResCare ResCare		Fiscal Review of ResCare Workforce Services. Recommendations were made relating to the following areas: personnel costs, non-personnel costs, education and training payments, support services payments. Status: Contractor proposing stand-in costs. Pending review by monitor and staff to close.
May 22-30, 2017 ResCare TAA DC.06-17.TAA.RC		Program Review of TAA. Recommendations were made relating to the following areas: Reemployment and training plan, training, and case management. Status: Contractor issued response. Pending review by monitor.
July 2017 ResCare SNAP E&T DC.08-17.SNAP.RC		Program Review of SNAP. Recommendations were made relating to the following areas: Case management. Status: Contractor issued response. Pending Contractor corrective action response.
July 2017 ResCare NCP DC.07-17.NCP.RC		Program Review of NCP. Recommendations were made relating to the following areas: Intake, case management, TWIST data entry. Status: Contractor issued response. Pending Contractor corrective action response.
CCG DC02.17		Program Review of Child Care Services. Recommendations were made relating to the following areas: Parent Share of Cost Status: Review final. Issues resolved and report is closed.
CCG DC01.18		Program Review of Child Care Services. Recommendations were made relating to the following areas: eligibility, parent share of cost, and data integrity. Status: Report issued. Pending contractor response.
DOL – LEAP Review		WFSDallas received recommendations relating to the following areas: participant eligibility, individual development plans and utilizing available funds. Options for the grant include: 1. Satisfy terms of the grant, 2. Return grant and utilize alternative funding sources, 3. Hybrid – spend and perform a portion of the grant, or 4. Request an extension of time. *See attached monitoring report.

U.S. Department of Labor

Employment and Training Administration
Region IV
Dallas Regional Office
525 S. Griffin Street, Room 317
Dallas, TX 75202



February 8, 2018

Ms. Laurie Bouillion Larrea
President
Dallas County Local Workforce Development Board
500 N. Akard Street
Suite 3030
Dallas, TX 75201-9998

Dear Ms. Larrea:

During the period of December 12-14, 2017, the U.S. Department of Labor, Employment and Training Administration (ETA) conducted a program review of Dallas County Local Workforce Development Board's LEAP 2 grant, #PE-29753-16-60-A-48. The purpose of the review was to assess whether key policies, procedures and systems are in place for effective grant management.

The enclosed report outlines the review's scope and identifies three compliance findings and required actions, and three areas of concern.

The ETA Regional Office would appreciate a response to the findings and required actions within 45 calendar days from this letter's date. The response should include the corrective actions your office has taken or plans to take, specific time frames for accomplishing these tasks, and supporting documentation where requested, to show that required actions were accomplished.

I appreciate the cooperation your staff provided during the review and hope it was helpful to your organization. For questions concerning this report, please contact Terry Moore, Federal Project Officer at (972) 850-4669, Patricia Evans, Division Chief at (972) 850-4644, or me at (972) 850-4662.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Goodwin", with a long horizontal line extending to the right.

GREG GOODWIN
Program Manager

Enclosure

Monitoring Report

**Dallas County Local Workforce Development Board
Dallas, TX**

LEAP 2 Grant #PE-29753-16-60-A-48

**Issued by the Dallas Regional Office
February 8, 2018**

eta

**UNITED STATES DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING ADMINISTRATION**

EXECUTIVE SUMMARY

During the period of December 12-14, 2017, the U.S. Department of Labor, Employment and Training Administration (ETA) conducted a program review of Dallas County Local Workforce Development Board's (WFSDallas) LEAP 2 grant, #PE-29753-16-60-A-48. The purpose of the review was to assess whether key policies, procedures and systems are in place for effective grant management.

Meetings were held with staff from WFSDallas, El Centro College (ECC), ResCare Workforce Services (ResCare), and Dallas County Sheriff's Department (DSD) to discuss program operations, recruitment strategies, participant and staff training, and partnerships. The review also included an evaluation of program policies and procedures, performance outcomes, reporting requirements, and program expenditure reports. Reviewers toured the program offices at ECC; and interviewed two program participants at the training site located in the Lew Sterrett Detention Facility. Thirty-three participant files were reviewed.

A summary of the reviewers' observations and compliance findings are outlined below:

GENERAL OBERVATIONS:

WFSDallas has partnered with ECC, ResCare, and DSD, all of whom have highly qualified staff who are able to carry out specific functions of the grant. Interviews conducted with the staff revealed a general consensus of genuine commitment and dedication to the program and its participants.

COMPLIANCE FINDINGS:

- WFSDallas did not document the eligibility of any of its LEAP 2 participants as required by the Funding Opportunity Announcement (FOA), nor are they adhering to the participant selection process cited in its SOW.
- WFSDallas does not develop Individual Employment Plans (IEPs) for its participants as required in the LEAP 2 FOA.
- WFSDallas is not spending grant funds at a rate consistent with the grant's time period.

An official response to the findings outlined above must be submitted to the Regional Office within 45 days of the date of this report.

REVIEW SCOPE

Dates of Review

December 12-14, 2017

Sites Visited

El Centro Community College, Main Street Location
Lew Sterrett Detention Facility
Dallas County Community College District, Bill J. Priest
Institute for Economic Development

ETA Reviewers

Terry Moore, Federal Project Officer
Ronald Vargas, Federal Project Officer

Programs Reviewed

LEAP 2 grant #PE-29753-16-60-A-48

Time Period for Data Covered in Review

October 1, 2016 through September 30, 2017

Date of Exit Conference

December 20, 2017, via teleconference

Exit Conference Attendees

U.S. Department of Labor, ETA

Terry Moore, Federal Project Officer
Ronald Vargas, Federal Project Officer

Dallas County Local Workforce Development Board

Connie Rash, Program Manager
Mike Purcell, Chief Financial Officer

El Centro College

Gloria Smith, Dallas County Community College District

Review Scope – Core Guide Covered

The reviewers used the ETA Core Monitoring Guide to conduct the review which covered the following areas:

CORE ACTIVITY 1: Design and Governance

- Objective 1.1: Strategic Planning
- Objective 1.2: Service Design
- Objective 1.3: Program Integration

CORE ACTIVITY 2: Program and Grant Management Systems

- Objective 2.1: Administrative Controls
- Objective 2.2: Personnel
- Objective 2.3: Civil Rights
- Objective 2.9: Reporting Systems

CORE ACTIVITY 3: Financial Management Systems

- Objective 3.5: Allowable Costs
- Objective 3.7: Financial Reporting

CORE ACTIVITY 4: Service/Product Delivery

- Objective 4.1: Operating Systems
- Objective 4.2: Participant Files
- Objective 4.4: Integrated Services

CORE ACTIVITY 5: Performance Accountability

- Objective 5.1: Service Goals
- Objective 5.2: Performance Outcomes
- Objective 5.4: Performance Data

BACKGROUND

WFSDallas County was awarded a LEAP 2 grant; #PE-29753-16-60-A-48 in the amount of \$500,000, for the period October 1, 2016 to September 30, 2018. The 24 month period of performance includes a planning period of up to nine months, and a 15 month implementation phase to deliver all required services.

LEAP 2 pilot programs were developed to establish jail-based American Job Centers (AJCs), or expand existing career centers within facilities that provide reentry services. Through this initiative, Local Workforce Development Boards provide community-based workforce services to local inmates as they prepare to return to their home communities and reenter the workforce. Local correctional systems, county or municipal governments, and community-based workforce systems partner to provide pre and post-release services to inmates. Inmates receive basic skills training (job readiness, employability, and job search strategies) to prepare for successful employment prior to release; and career planning, employment, and wrap-around supportive services after release.

WFSDallas' LEAP 2 program offers a pathway to work by providing pre and post-release services to 225 participants at the Lew Sterrett Detention Facility operated by the Dallas County Sheriff's Department. Pre-release services include: 1) case management, 2) career readiness pre and post testing, 3) assistance with developing Individual Employment Plans, and 4) enrollment in a Career Exploration/Planning Course. Post-release services include: 1) job training and training stipends, 2) transportation, 3) tools for employment, 4) childcare and other wrap-around services, and 5) job placement and follow-up services.

Performance outcomes as of September 30, 2017, with 50 percent of grant time elapsed

Performance Measures	Performance Goal	Actuals
Enrollment Rate	100% or 225	42% or 94
Entered Employment/Placement Rate	60%	0%
Retention Rate	70%	0%
Recidivism Rate	22% or below	0%

Enrollment outcomes are consistent with the grant's time period, considering the 9 month planning period. However, the eligibility of participants enrolled is questionable as discussed in Finding #1. With only one quarter of training activities, the program does not have outcomes available for placement, retention, and recidivism.

Expenditures as of September 30, 2017

Funding/ Grant Award	Period of Performance	Reported Expenditures	Percentage of Funds Expended
\$500,000	10/1/16 - 9/30/18	\$3,606.89	.7%

Based on expenditures through September 30, 2017, WFSDallas is at risk of not expending all funds by the end of the grant. In addition, WFSDallas is not reporting accrued expenditures. This is discussed in Finding #3.

COMPLIANCE FINDINGS:

Finding #1: Participant Eligibility
(Objective 4.2 Participant Files)

WFSDallas did not document the eligibility of any of its LEAP 2 participants as required by the Funding Opportunity Announcement (FOA), nor are they adhering to the participant selection process cited in its SOW. In addition, the Dallas LEAP 2 Program Standing Operating Procedure (SOP) manual does not include all eligibility requirements outlined in the LEAP 2 FOA.

Reviewers examined 33 participant files and none of the files included eligibility documentation. In addition, participants are enrolled by jail staff based on qualifications determined by the jail, instead of a WFSDallas workforce system case manager being responsible for enrollments as described in the grant's SOW.

Furthermore, WFSDallas' LEAP 2 SOP is missing the core eligibility criteria that a participant must be convicted as an adult, and be a sentenced offender and confined in the municipal, county, or regional correctional facility.

FOA-ETA-16-03, Section III.C.3.a (Page 6) states, in part "Participants eligible to receive training must:" 1) have been convicted as an adult and imprisoned under municipal, county, Federal, or state law; 2) have not been convicted of a sexual offense other than prostitution; 3) be a sentenced offender confined in the municipal, county, or regional correctional facility for adults in which the jail-based specialized AJC operates on the date of the participant's enrollment in the program; and 4) have a release date scheduled within 180 days of the individual's enrollment in the program."

Statement of Work (SOW), Page 11, WFSDallas states "WFSDallas workforce system case manager will be responsible for participant selection."

Dallas LEAP 2 Program Standing Operating Procedure (SOP), Page 22 states "Participants in the LEAP 2 Grant Program will go through an application process that will be managed by the Dallas LEAP 2 case manager and the LEAP 2 Officer. Eligible participants will be adult, have not been convicted of a sexual offense other than prostitution, and will have a release date within 180 days of enrollment (and any other criteria set forth by the DOL)."

Required Action: WFSDallas must document the eligibility of all participants enrolled in the program; revise its SOP to match the FOA eligibility requirements, determine eligibility based FOA guidelines; and, ensure it follows the enrollment process cited in its SOW. In addition, quarterly performance reports must be adjusted to reflect the actual number of enrollments if any participants are determined ineligible.

Finding #2: Individual Development Plans

(Objective 4.1 Operating Systems)

(Objective 4.2 Participant Files)

WFSDallas does not develop Individual Employment Plans (IEPs) for its participants as required in the LEAP 2 FOA.

None of the 33 participant files reviewed included an IEP. IEPs are a required program component that should be tailored to meet the training needs of participants to enable them to reach their employment goals.

FOA-ETA-16-03, Section IV(b)(2) (Page 14) states "Applicants must identify and explain the employment and career services components it will offer and its strategies for implementation, including how participants' evaluations will be used to identify Individual Employment Plans" and, "The applicant must identify how IEPs with specific reentry plans will be developed for each program participant."

SOW, (Page 11) states “The Dallas LEAP 2 program will utilize a case management approach to assist program participants.” And, “project personnel, in conjunction to the Career Training course, will ensure that participants are evaluated for job readiness and understand potential careers (especially those needed as indicated by the local labor market information) and complete IEPs as part of the pre-release program.”

Required Action: WFSDallas must document that they have developed IEPs for inmates eligible to receive program services; and ensure that services received and participant progress is recorded in participant files.

Finding #3: Utilizing Available Funds
(Objective 5.1: Service Goals)

WFSDallas is not spending grant funds at a rate consistent with the grant’s time period.

As of September 30, 2017, WFSDallas has expended \$3,606.89. At the current rate of expenditures, grant funds will not be expended by the end of the grant.

The grant agreement established a maximum period of time (October 1, 2016 through September 30, 2018) to effectively use the entire grant award, and carry out the program approved in the statement of work.

Required Action: WFSDallas should analyze grant activity and expenditures that have occurred against its planned activities and expenditures in its SOW to determine how to fully utilize all grant funds by the end of the grant. A description of planned activities to utilize grant funds should be provided to the Regional Office.

Area of Concern #1: Program Operations
(Objective 5.3 Subrecipient Performance)
(Objective 1.1 Strategic Planning)

WFSDallas partners with ECC, ResCare, and DSD to provide services for LEAP 2 participants. However, staff tasked with managing specific areas of the program are not familiar with the FOA or the grant’s SOW. This resulted in a lack of understanding about the goals and the intent of the initiative, participant eligibility, reporting requirements, partner roles and responsibility, and the overall requirements of the program.

In addition, delayed contracts with ECC and the DSD resulted in a fragmented program. For almost half of the grant period, there was no project director dedicated to oversee and coordinate grant activities. And, there was no LEAP 2 officer assigned to assist the case manager with participant profile information needed for program reporting.

Recommendation: WFSDallas should ensure all partner agencies have a complete understanding of the LEAP 2 program, eligibility requirements, and the roles and

responsibilities of each partner. In addition, WFSDallas should review contract agreements, and modify as needed to ensure partner services align with the SOW and FOA requirements. While project staff is highly qualified to carry out functions for the grant, having a clear understanding of the program and expectations from each partner should improve the quality of grant performance.

Area of Concern #2: Program Policies and Procedures
(Objective 2.1 Administrative Controls)

WFSDallas' LEAP 2 program policies and procedures, which the program classifies as Standard Operating Procedure (SOP), do not address how program operations are carried out in relation to the SOW, FOA, and the grant's Terms and Conditions. The SOP does not address all eligibility requirements, project goals and objectives, or include procedures for veteran's priority, quarterly reporting, program staff performing administrative duties, product development, record retention, or developing IEPs. Additionally, the SOP does not include procedures to safeguard Personally Identifiable Information (PII).

Having a good set of policies and procedures is essential for effective program management. It communicates to staff the project's goals and methods for achieving them, and provides guidance to ensure compliance with program requirements.

Recommendation: WFSDallas should review and modify its current LEAP 2 SOP to ensure procedures comply with the FOA, applicable Federal Regulations, and follows the SOW. The federal project officer will work with the project director to modify procedures.

Area of Concern #3: Program Reports
(Objective 4.1 Operating Systems)

The LEAP 2 quarterly program narrative reports submitted through the quarter ending September 30, 2017, do not demonstrate the program is meeting its objectives. The narrative reports did not describe grant activities such as staff and participant training, case management, partner information, success stories; and challenges and/or concerns encountered during the quarter.

In addition, several data elements in Section B, Participant Characteristics, were left blank. These data element should have been provided by the DSD and ResCare.

Recommendation: WFSDallas should refer to the LEAP MIS Handbook for information on reporting instructions. Additionally, WFSDallas should ensure that information is received from project partners so that all required sections can be included in the report. Providing a complete, clear report will allow the Region to better assess the program's progress throughout the grant period.

Approval and Transmittal Request Form (ATR) for Correspondence from the Regional Administrator

(Note: Once signed, ORA or OSS Secretary should save an electronically scanned copy with attachments/enclosures as appropriate to the same path and filename as listed above with the extension as a PDF file. Thank you.)

A. Approvals: *To be completed as each individual approves the document*

Writer	TM	1-24-18
Writer	RV	1-24-18
OSID Division Chief		
OSID Director		
Regional Administrator		

B. Transmittal Instructions: *To be completed by the document's author*

Email scanned copy to addressee
Email address

OR Email and Mail hardcopy original to addressee.

lblarrea@wfsdallas.com

OR

Mail hardcopy original to addressee.

Email scanned copy to all cc's
(include email addresses below if not on state administrators contact list)

OR Mail hardcopy to all cc's
(include addresses below if not on state administrators contact list)

crash@wfsdallas.com

jpurcell@wfsdallas.com

moore.terry@dol.gov

vargas.ronald.i@dol.gov

evans.patricia@dol.gov

goodwin.greg@dol.gov

C. Response Tracking/Filing: *Document's author should check one box below*

Response requested within 45 days of the date of this letter.
 No response is requested.

Texas Workforce Commission

A Member of Texas Workforce Solutions

Andres Alcantar, Chairman
Commissioner Representing
the Public

Ruth R. Hughes
Commissioner Representing
Employers

Julian Alvarez
Commissioner Representing
Labor

Larry E. Temple
Executive Director

January 23, 2018

Ms. Laurie Bouillion Larrea, President
Workforce Solutions Greater Dallas
Ross Tower, 500 N. Akard Street, Suite 3030
Dallas, Texas 75201

Audit Resolution Report

Dear Ms. Larrea:

This letter is in regard to findings identified in the Texas Workforce Commission (TWC) monitoring report #17.06.1301. This report included a review of the Adult Education and Literacy program (contract #0616AEL001), administered by Workforce Solutions Greater Dallas (Grantee). This monitoring review identified the following findings that require further resolution action as outlined below:

Finding: Ensure Program Information in TEAMS is Supported and Maintained

In 12 of 40 (30 percent) files tested, supporting documentation for test scores entered into TEAMS was missing.

Without strict adherence to accurate data in the TEAMS database coupled with accurate and complete supporting documentation in the files, there is limited assurance the performance outcomes are accurate, the student was assessed properly, and the program requirements were met.

Corrective Actions Taken:

The Grantee provided a copy of its revised SOP. In addition, data integrity flowchart outlining the control process with responsible party was provided. Lastly, training documentation related to this area was provided. The corrective actions taken are sufficient to resolve this finding.

Finding: Ensure Justification for Early Testing is Maintained in Client Files

Twenty-two of 40 (55 percent) client files tested did not have documentation of justification for the early testing of participants. Also, eight early testing participants had assessment scores removed from TEAMS by a Consortium staff member.

Without justification for early testing, TWC cannot determine if participants were assessed correctly.

Corrective Actions Taken:

The Grantee provided a copy of the revised SOP. A standardized justification form, "Reason for Progress Testing before 60 Hours," was developed and utilized. Audit Resolution selected a sample of five early tested participants from various consortium partners and the justification documentation or the completed justification forms were provided. The corrective actions taken are sufficient to resolve this finding.

Finding: Strengthen Eligibility Documentation Process

Nineteen participant files tested did not contain the required documentation to support TANF eligibility.

Without adequate support, there is a risk that services may be provided to ineligible clients which may result in questioned or disallowed costs. Questioned costs were not assessed in this finding.

Corrective Actions Taken:

The Grantee performed monitoring of the consortium partners of the TANF participants files and provided the results of these reviews. A high error rate was noted with one consortium partner. As corrective action, the Grantee requested the consortium partner to perform 100 percent review of TANF participant files. The result of the review also concluded the same. The consortium partner identified all the non-TANF clients and properly reclassified the funding code to accurately reflect the participant's status.

To ensure eligibility documentation is obtained prior to services delivered in the future, the following control changes were implemented:

- One staff from each consortium partner was given access to TWIST with training provided to these staff. Training documentation was provided,
- The consortium partner can also contact Workforce Center Contractor to check TIERS to verify and obtain proper documentation
- Prior to data entry into TEAMS, each consortium partner verifies proper documentation,
- The Grantee reviews funding codes monthly and reviews files for documentation every other quarter.

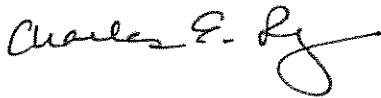
The corrective actions taken are sufficient to resolve this finding.

The corrective actions taken adequately resolve the findings and the monitoring report #17.06.1301 is closed. We encourage the Grantee to continue its efforts in adhering to the implemented controls and

Ms. Larrea
Page 3
January 23, 2018

complying with the requirements of the Adult Education and Literacy Program requirements. Thank you for your assistance. If you have any further questions or concerns, please contact Judy Ohn at (512) 936-3040.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles E. Ross, Jr.", with a stylized flourish at the end.

Charles E. Ross, Jr., Deputy Director
Regulatory Integrity Division

cc: Anson Green, Director of Adult Education and Literacy Program, TWC