North Central Texas Workforce Board of Directors Meeting

September 22, 2015
Call to Order – Mickey Hillock, Chair

1. **Special Recognition and Introductions**
   - Introduction of Special Guests
   - Recognition of Departing Board Members
   - Recognition of AEP Award

2. **Declare Conflicts of Interest**

3. **Consent Items**
   a. July 21, 2015 Minutes

4. **Workforce Committee Reports**
   a. **Executive Committee – Mickey Hillock**
      Discussion, Consideration, and Possible Action Regarding:
      1. Action: Board Policy on Utilization of Videoconferencing for Board Meetings
      2. Update on Board Bylaws Revisions
      3. Annual Meeting with Chief Elected Officials
   b. **Oversight and Accountability Committee – Catherine Tietjen**
      Discussion, Consideration, and Possible Action Regarding:
      1. Action: Resolution Adopting the FY2016 Budget
      2. Action: Resolution Authorizing the North Central Texas Council of Governments to Enter into a Contract for the Renewal of the Denton Workforce Center Lease
      3. Action: Resolution Endorsing the Selection of BrandEra as the Marketing Firm for Providing Communication and Outreach Services
      4. Board Performance
   c. **Nominating Committee – Meera Ananthaswamy**
      Discussion, Consideration and Possible Action Regarding:
      1. Action: Election of FY2016 Board Officers
   d. **Strategic Leadership and Business Development Committee – Carlton Tidwell**
      Discussion, Consideration, and Possible Action Regarding:
      1. Action: Adoption of the Board’s Strategic Plan (2015 – 2019)
      2. Action: Adoption of the Targeted Occupations List
      3. Update on Regional Economic Condition Study
      4. Skills Development Fund Grant Report

In accordance with the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. The meeting place is accessible to persons with disabilities. If assistance is needed to participate, please call the office of the Workforce Solutions for North Central Texas at (817) 695-9184. Please submit your request as far as possible in advance of the meeting you wish to attend. Workforce Solutions for North Central Texas Board may discuss, deliberate, and take all appropriate action on any matter listed on this agenda and may convene into closed executive session in accordance with the Texas Open Meetings Act.
5. **Executive Director’s Report**
   - FY2015 Financial Update
   - Rapid Response
   - Skills Certification Grant with Ranger College
   - Alliance Opportunity Center (AOC) Grand Opening (September 16, 2015)
   - Launch of New Website in October and Request for Feedback
   - TAWB Meeting Update (August 19-21, 2015)
   - Staff Recognition – Kent Andersen and Anabel Castillo-Soto

6. **Announcement of Executive Session**
   As authorized by Section 551.071 to consult with the Board’s attorney for legal advice on
   any matter listed on the agenda, pending or contemplated litigation, settlement offers, or
   any matter in which the duty of the Board’s attorney to the Board under the Texas
   Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the
   provisions of Chapter 551 of the Texas Open Meetings Act.

7. **Action as a Result of Executive Session**

8. **Other Business**

   BREAK (Reconvene meeting in the Metroplex Conference Room)

9. **Board Development – Operations Unit**
    Presentation by: Dana Buckholt

   **Adjourn**
MEMBERS PRESENT: 17
Brenda Kihl
Carlton Tidwell
Catherine Tietjen
David Bristol, Secretary
Earl Woolbright
Elaine Zweig
Emily Klement
James Stegall
Jennifer Suguitan
Lisa Huffaker
Marty Thompson
Meera Ananthaswamy
Mike Hinojosa
Robert Hill
Roger Harris, Vice Chair
Roselyn Lane
Tim Stainback

MEMBERS NOT PRESENT: 12
Ada Lawniczak
Charlie Martinez
Debra Wakeland
Edward Grand-Lienard
James Henderson
Kenny Weldon
Larry Barnett
Mickey Hillock, Chair
Mark York
Michael McGowan
Rolanda Greer
Scott McCune

Meeting Called to Order
Roger Harris, Board Chair called the meeting to order at 9:31 a.m.

1. Special Recognition and Introductions
David Setzer introduced Jim Martin in attendance at the meeting as the new Texas Veterans Regional Manager.

Mr. Setzer recognized the Policy, Planning, and Public Affairs staff for a job well done on the 2013-2014 annual report. The annual report was submitted to Hermes Creative Arts and attained the Gold Hermes Creative Award. There were about 6,000 entries from throughout the United States and 22 other countries. The Gold Award is presented to those entries judged to exceed the high standards of the industry norm. Approximately 22 percent of the entries received this award.

Mr. Setzer recognized Kent Andersen for completing the Basic Economic Development Course, which focuses on the fundamental concepts, tools and skills needed to be successful in today's political, economic and business environment.

Mr. Setzer recognized Kelley Fontenot for being selected to serve on the Child Care Rapid Process Improvement Team at Texas Workforce Commission.

Mr. Setzer informed the board that Workforce Solutions for North Central Texas partnered with Terrell Economic Development Corporation, Terrell Independent School District, and Trinity Valley Community College on a High Demand Job Training Grant and awarded. Trinity Valley Community College will facilitate training for high school students and offer classes for adult continuing education and job skills development. The primary objective of this program will be to provide highly skilled welders with both nationally recognized industry certifications and dual credit at TVCC.
2. **Declaration of Conflict of Interest**  
   There was no conflict of interest declared.

3. **Consent Items**  
a. **June 23, 2015 Board Meeting Minutes**  

   *Elaine Zweig made a motion to approve the Consent Items listed. Marty Thompson seconded the motion. None opposed. Consent Items were approved.*

5. **Workforce Committee Reports**  
a. **Executive Committee Report – Roger Harris**  
   Discussion, Consideration, and Possible Action Regarding:  
   
   There was nothing to report

   b. **Oversight and Accountability Committee – Catherine Tietjen**  
   Discussion, Consideration, and Possible Action Regarding:  
   
   1. **Action: Adoption of Interim Guidelines for Implementation of WIOA: Accepting, Disbursing, and Spending Funds**  
   Kay O'Dell presented the proposed policy recommendation to the Board for consideration.
   
   It was recommended that the Workforce Board of Directors adopt Interim Guidelines for Implementation of WIOA: Accepting, Disbursing, and Expending Workforce Board Funds.

   *Catherine Tietjen made a motion to approve the recommendation. Robert Hill seconded the motion. None opposed. The recommendation was approved.*

   2. **Action: Adoption of Interim Guidelines for Implementation of WIOA: Oversight and Accountability**  
   Kay O'Dell presented the proposed policy recommendation to the Board for consideration.

   *Catherine Tietjen made a motion to approve the recommendation. Robert Hill seconded the motion. None opposed. The recommendation was approved.*

   3. **FY2016 Budget Preview**  
   Randy Richardson presented a preview of the FY2016 proposed budget and welcomed questions. An O&A Committee will review the final budget and submit a recommendation at the September 22nd board meeting.

   4. **Board Performance**  
   Michael Nicholas presented the June 2015 1st Release to the board. David Setzer recognized the Waxahachie Workforce Center had a positive performance in every measure for the month of June. This is the first time that David could recall any of the centers had positive performance on all measures.

   5. **TWC Monitoring Draft Report**  
   Kay O'Dell reported on the TWC Monitoring Draft report.

   c. **Workforce Development Committee – Marty Thompson**
1. **Action: Adoption of Child Care Policy Regarding Texas Rising Star Reimbursement Rate Increase**

Marty Thompson presented the proposed policy recommendation to the board for consideration.

It was recommended that the Workforce Board of Directors adopt the revised policy, including authorizing the increase in reimbursement rates for Texas Rising Star providers at the following minimum levels: 2-Star Provider 5 percent higher, 3-Star Provider 7 percent higher 4-Star Provider 9 percent higher, with a minimum of a 2 percent point difference between each star level.

*Elaine Zweig made a motion to approve the recommendation. Meera Ananthaswamy seconded the motion. None opposed. The recommendation was approved.*

2. **Action: Adoption of Child Care Policy Regarding Child Care Initial and Re-Certification Eligibility Guidelines**

Marty Thompson presented the proposed policy recommendation to the board for consideration.

It was recommended that the Workforce Board of Directors adopt the revised policy “Initial and Re-Certification Eligibility Guidelines” to include a 12-month redetermination of eligibility for customers who receive subsidized child care services.

*Elaine Zweig made a motion to approve the recommendation. Catherine Tietjen seconded the motion. None opposed. The recommendation was approved.*

d. **Strategic Leadership and Business Development Committee – Kay O’Dell presented on behalf of Kenny Weldon**

Discussion, Consideration, and Possible Action Regarding:

1. **Action: Adoption of the Board’s New Mission, Vision, and Values**

Kay informed the board the Strategic Leadership Committee meet on June 30th, to review the current mission, vision, and values, discussed feedback, refined and developed new statements. The Committee proposed the following:

   - **Vision** – The recognized leader in building tomorrow’s workforce.
   - **Mission** – To advance business-driven talent development strategies that promote economic growth, opportunity and a quality workforce.
   - **Values** – Respect, Integrity, Collaboration, Excellence

   It was recommended that the Workforce Board of Directors adopt the new Mission, Vision and Values as presented.

   *Earl Woolbright made a motion to approve the recommendation. Carlton Tidwell seconded the motion. None opposed. The recommendation was approved.*

2. **Strategic Leadership Committee Update**

Kay O’Dell informed the board that the Strategic Leadership Committee will meet on August 25, 2015 to review the proposed strategic issues, goals, and objective. The completed plan will be presented to the board in September. Immediately
following the adoption of the strategic plan, staff will be working on the implementation of WIOA, which has 33 planning elements that will have to be addressed. The staff has already taken steps to organize a focus group with the community colleges, establishing a Workforce Leadership and Education group, which will meet on August 10th to discuss strategic issues they have identified. Also, Mary Ford has organized a Regional Adult Education and Literacy (AEL) group.  

3. **Skills Development Fund Grant Report**  
Brandi Harrison informed the board that two recently awarded grants for Navarro College with James Hardy, and Weatherford College with PecoFacet had increased the overall total to about $3.5 million. The total incentive amount the board has received to date is $25,000

6. **Executive Director’s Report**  
- David informed the board that staff will be doing a 100% review of all policies to bring into compliance with WIOA. Therefore, new policies and/or policy amendments will be presented to the board for approval in the coming year.  
- Jill Brown with ResCare informed the board that transition with child care services has begun, and they are looking at staff structure improvements for child care services and change for workforce services contract.  
- Randy Richardson presented the FY 2015 financial update. The Denton Workforce Center lease will be submitted to the board in September.  
- David informed the board that a Flextronics in Plano was closing to consolidate their operations in Austin. Almost all 168 employees will be transitioned to Austin.  
- David informed the board that staff will be reaching out to the board members whose terms are expiring this year to review eligibility for reappointment.

7. **Announcement of Executive Session**  
There was no Executive Session held.  

8. **Any Action as a Result of Executive Session**  
There was no action taken.  

9. **Other Business**  
There was no other business.  

**Adjourn**  
The meeting was adjourned at 11:26 a.m.
a. Executive Committee – Mickey Hillock
   Discussion, Consideration, and Possible Action Regarding:
   1. Action: Board Policy on Utilization of Videoconferencing for Board Meetings
   2. Update on Board Bylaws Revisions
   3. Annual Meeting with Chief Elected Officials

b. Oversight and Accountability Committee – Catherine Tietjen
   Discussion, Consideration, and Possible Action Regarding:
   1. Action: Resolution Adopting the FY2016 Budget
   2. Action: Resolution Authorizing the North Central Texas Council of Governments to Enter into a Contract for the Renewal of the Denton Workforce Center Lease
   3. Action: Resolution Endorsing the Selection of BrandEra as the Marketing Firm for Providing Communication and Outreach Services
   4. Board Performance

c. Nominating Committee – Meera Ananthaswamy
   Discussion, Consideration and Possible Action Regarding:
   1. Action: Election of FY2016 Board Officers

d. Strategic Leadership and Business Development Committee – Carlton Tidwell
   Discussion, Consideration, and Possible Action Regarding:
   1. Action: Adoption of the Board’s Strategic Plan
   2. Action: Adoption of the Targeted Occupations List
   3. Update on Regional Economic Condition Study
   4. Skills Development Fund Grant Report
Agenda Item #4a1 – Board Policy on Utilization of Videoconferencing for Board Meetings

Background
In 2013 the Texas Legislature passed SB 984 and HB 2114 expanding the Texas Open Meetings Act (Texas Government Code § 551.127) to allow a governmental body to meet by videoconference as long as the meeting follows certain procedures. In November of 2013, guidelines for videoconferencing were issued by the Texas Department of Information Resources (DIR) to offer technical and operational standards and recommendations to support minimum standards for meetings held by videoconference.

Information
The Workforce Solutions for North Central Texas WDA has a jurisdiction consisting of more than 11,000 square miles and includes fourteen counties with members spread throughout the region. It is in the best interest of members, the system and stakeholders that the fullest participation and attendance in all meetings be achieved whenever possible. The use of videoconferencing for meeting attendance and voting requirements is permissible so long as the meeting is conducted in accordance with the Texas Open Meetings Act (TOMA), as amended. The purpose of this proposed policy is to authorize staff to develop procedures and explore technical requirements which will allow the board to conduct meetings by videoconferencing, including meetings in which a quorum is not physically present at one location.

Details regarding implementation of the policy may take quite some time to work through, however, approval of the policy is the first step in the process. Until appropriate technology and technical support can be put into place, access to videoconferencing will be limited.

Recommendation
It is recommended that the Workforce Board of Directors approve the Videoconferencing for Open Meetings Policy authorizing the staff to begin development of procedures and guidelines for videoconferencing that meet the requirements of the Texas Open Meetings Act and the Texas Department of Information Resources (DIR) technical and operational standards.

Effective Date: September 22, 2015
ARTICLE 1 - NAME

The name of this Organization shall be the North Central Texas Workforce Development Board, hereafter referred to as the Board.

ARTICLE 2 – PURPOSE AND AUTHORITY

This Board is organized for the purposes as specified in the Workforce Investment Act of 1998, Innovation and Opportunity Act of 2014 (hereinafter referred to as WIOA) and the Texas Workforce and Economic Competitiveness Act, chapter 668, Act of the 73rd Texas Legislature, Regular Session, 1993 (Texas Senate Bill 642), as amended by House Bill 1863, 74th session, Texas Legislature, 1995 and any successor acts. The mission of the Board is to advance business-driven talent development strategies that promote economic growth, opportunity, and a quality workforce.

ARTICLE 3 – MEMBERSHIP

SECTION 1. GENERAL

Board members are public officials appointed by elected officials as the trustees of the workforce development system and are entrusted with significant fiduciary and policy responsibilities, including oversight of public funds and implementation of state and federal law.

SECTION 2. BOARD COMPOSITION

The local Board composition shall comply with criteria established by the State of Texas and the Chief Elected Officials of the North Central Texas Workforce Development Area.

SECTION 3. DUTIES, CONDUCT, AND EXPECTATIONS

Members of the Board shall comply with the Board’s Governance Policies and all provisions stipulated in Federal or State law, rule or guidance applicable to the Board’s operations.

Board members shall provide the Board Chair with a written declaration acknowledging that he/she has received the Board Member Code of Conduct and Governance Policies and has read and understood the conflict of interest provisions and that the Board member agrees to abide by them.

The Board shall ensure:

a) the performance of any and all duties imposed on them collectively or individually by law, or by these Bylaws;

b) the development of plans, as well as an oversight and evaluation system for all Workforce development programs in the Area;

c) the attainment of effective outcomes consistent with statewide goals, objectives, and performance standards approved by the governor.

d) the effective administration of the Workforce Investment Innovation and Opportunities Act of 2014 and such other programs as assigned by law; and
e) meetings take place at such times and places as required by these Bylaws

SECTION 5. COMPENSATION

Members shall serve without compensation except that they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their duties.

SECTION 10. VACANCIES

Vacancies on the Board shall exist (1) on the death, acceptance of the resignation by the Chair or removal of any member, and (2) whenever the number of authorized Board members is increased.

Any member may resign upon giving written notice and shall be effective upon acceptance of such notice by the Board Chair, unless the notice specifies a later time for the effectiveness of such resignation.

Any Board member may be removed from office at any time by the CEO who appointed the Board member. The Board Chairman shall provide notice of vacancy to the Lead CEO who shall fill the vacancy in the required category in accordance with applicable guidelines.

ARTICLE 4 - OFFICERS

SECTION 1. DESIGNATION OF OFFICERS

The officers of the Board shall be a Chair, the Past Chair, a Vice Chair, and a Secretary.

SECTION 2. ELECTION PROCEDURES

A nominating committee shall be appointed by the Chairman and shall be responsible for nominating a slate of officers representing the Board’s diverse constituency. In addition, any member can nominate a candidate to the slate of nominees.

SECTION 3. ELECTION AND TERM OF OFFICE

The Board shall elect officers for a two year term. Officers shall not hold this office for more than three (3) consecutive terms.

SECTION 4. REMOVAL AND RESIGNATION

Any officer may be removed, either with or without cause, by a majority vote of the Board. Any officer may resign at any time by giving written notice to the Board Chair. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 5. VACANCIES

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board. In the event of a vacancy in any office other than that of Chair, such vacancy may be filled temporarily by Chair appointment until such time as the Board shall fill the vacancy. In the event of a vacancy in the office of the Chair, the Vice Chair will assume the position of Chair for the remainder of the vacating Chair’s term.
SECTION 6. QUALIFICATIONS AND DUTIES OF CHAIR

The Chair shall be elected from among the private sector members of the Board. The Chair shall preside at meetings of the Board. The Chair of the Board shall appoint the Chairperson and members of all committees. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by these Bylaws, or which may be prescribed from time to time by the Board. Except as otherwise expressly provided by law or by these Bylaws, he or she shall, in the name of the Board, execute such contracts, plans, or other instruments which may from time to time be authorized by the Board.

SECTION 7. DUTIES OF PAST CHAIR

To ensure the continuity of knowledge and authority, the immediate past Chair of the Board shall serve in the position of Past Chair for a period up to two years. The Past Chair shall have other powers and perform such other duties as may be prescribed by the Board or the Board Chair.

SECTION 8. QUALIFICATIONS AND DUTIES OF VICE CHAIR

The Vice Chair shall be elected from among the private sector members of the Board. In the absence of the Chair, or in the event of his or her inability or refusal to act, the Vice Chair shall assume all the duties and responsibilities of the Chair. The Vice Chair shall have other powers and perform such other duties as may be prescribed by law, these Bylaws, or by the Board.

SECTION 9. QUALIFICATIONS AND DUTIES OF SECRETARY

The Secretary may be elected without regard to sector representation. The Secretary shall be responsible for oversight of the keeping of the records of the Board’s actions.

ARTICLE V – MEETINGS

SECTION 1. TIME AND PLACE OF MEETINGS

Meetings of the Board shall be held at least annually and at other times. Meetings shall be held in accordance with the Texas Open Meetings Act. Meetings shall be held at such a place as is designated from time to time.

SECTION 2. ANNUAL MEETING

An annual meeting of the members shall be held in conjunction with the CEOs. At the annual meeting the members shall receive reports on the activities and accomplishments of the Board.

SECTION 3. SPECIAL MEETINGS

Special meetings of the Board may be called at any time by the Executive Committee, by the Chair, or by a majority of the members of the Board. Special meetings may be held at such place as may be designated in the call for a meeting.

SECTION 4. QUORUM

A quorum shall consist of a majority of the Board, and shall be established on the basis of membership, excluding vacancies. At the call to order of each meeting, the exact number of members required to achieve a quorum shall be established. Except as otherwise provided
under these Bylaws, or provisions of law, no business shall be considered by the Board at any meeting at which the required quorum is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn. Each member of the Board shall be entitled to one vote. Neither alternate representation nor proxy votes are permitted.

SECTION 5. VOTING

All issues to be voted on shall be decided by a simple majority of those counted as present at the meeting in which the vote takes place. Every act or decision done or made by a majority of the Board present at a meeting duly held at which a quorum is present is the act of the Board unless these Bylaws, or provisions of law require a greater percentage or different voting rules for approval of a specific matter by the Board.

SECTION 6. CONDUCT OF MEETINGS

Meetings of the Board shall be presided over by the Board Chair, or, if no such person has been so designated or, in his or her absence, by the Vice Chair or, in the absence of each of these persons, by a Temporary Chair chosen by a majority of the Board present at the meeting.

SECTION 7. USE OF TECHNOLOGY TO HOLD MEETINGS

Meetings may be held in person, by video conferencing or by any other means, as long the meeting complies with the Texas Open Meetings Act.

ARTICLE VI – EXECUTIVE COMMITTEE

SECTION 1. MEMBERSHIP

The officers of the Board, and the Chairs of all standing committees, shall constitute the Executive Committee.

SECTION 2. AUTHORITY

The Executive Committee shall have general supervision of the affairs of the Board between business meetings and, so far as may be permitted by law and these by-laws, shall exercise all the authority of the Board during the intervals between the meetings.

The Committee is subject to the orders of the Board and none of its acts shall conflict with previous actions taken by the Board.

By a majority vote of its members, the Board may at any time revoke or modify any or all of the Executive Committee authority so delegated. Meetings and action of the Executive Committee shall be governed by, noticed, and held in accordance with the provisions of these Bylaws concerning meetings of the Board.
SECTION 3. MEETINGS
The Executive Committee is subject to the Texas Open Meetings Act. The Executive Committee shall meet as requested by the Chair.

ARTICLE VII – STANDING COMMITTEES

SECTION 1. MEMBERSHIP
The Board may designate and direct the activities of standing committees to provide information and to assist the Board in carrying out activities. Such standing committees shall be chaired by a member of the Board, may include other members of the Board and may include other individuals appointed by the Board who are not members of the local board and who the local board determines have appropriate experience and expertise.

SECTION 2. AUTHORITY
Standing committees shall be advisory unless otherwise required by law. The Board retains the responsibility for full review and final decision on all matters. Unless otherwise provided for in these Bylaws, the Board Chair, with concurrence of the Executive Committee, has the authority to designate, dismiss or modify all committees for the successful operation of the Board.

SECTION 3. MEETINGS
Standing committee shall operate under a written resolution that is approved by the Board. The resolution shall include a description of the purpose, functions and objectives of the committee, membership, and meeting schedule and process. All committees shall provide notice, be held and have minutes taken in accordance with accepted Board standards. Committee meetings can be held in person, via teleconference or video conference.

ARTICLE VIII – AMENDMENT OF BYLAWS

SECTION 1. AMENDMENT
These Bylaws can be amended at a regularly scheduled meeting by a two-thirds vote of Board members present and voting, provided that the amendment has been submitted in writing and included as an agenda item at the prior regularly scheduled meeting of the Board.

SECTION 2. ADOPTION OF BYLAWS
The foregoing Bylaws were adopted by two-thirds of the North Central Texas Workforce Development Board, present and voting at the meeting held on XX/XX/YYYY.

__________________________________  _____________________________________
Chair                                      Secretary
Background

The available funding for FY 2016 is projected to be $67.2 million including Child Care, Core, and Discretionary funding. This is a projected increase of approximately $1.2 million or 1.9% as compared to FY 2015 (Please see Attachment A, Schedule 1, and Schedule 2 for more details). More funding information is summarized as follows:

- **Child Care:**
  - Total Funding - Approximately $46.7 million, an increase of $3.4 million or 7.8%.
  - New Funding - Approximately $41.0 million, an increase of $690,000 or 1.7%.
  - Carry Over Funding - Approximately $5.7 million, an increase of $2.7 million or 89.8%

- **Core (Those grants that the Board receives annually other than Child Care):**
  - Total Funding - Approximately $19.8 million, a decrease of $1.3 million or 6.2%.
  - New Funding - Approximately $18.1 million, a decrease of $1.1 million or 5.8% primarily due to Workforce Innovation Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), and Supplemental Nutrition Assistance Program (SNAP) reductions as described below:
    - WIOA-Decrease of $695,000 or 5.6%
    - TANF-Decrease of $130,000 or 3.9%
    - SNAP-Decrease of $270,000 or 21.5%
  - Carry Over Funding - Approximately $1.7 million, a decrease of $180,000 or 9.8% primarily due to WIOA, TANF, and Trade Adjustment Assistance (TAA) changes as described below:
    - WIOA-Decrease of $155,000 or 10.1%
    - TANF-Increase of $45,000 or 54.2%
    - TAA-Decrease of $60,000 or 54.7%

- **Discretionary Funding (Those grants that have a finite life and typically are not renewed):**
  - Total Funding - Approximately $750,000, a decrease of $845,000 or 52.9% primarily due to the Department of Labor (DOL) H-1B and Long Term Unemployed (LTU) decreases described below:
    - DOL H-1B-Decrease of $740,000 or 82.6%
    - LTU-Decrease of $50,000 or 48.3%
Agenda Item #4b1 – Resolution Adopting FY2016 Budget

The $67.2 million of projected FY 2016 available funding is proposed to be allocated between the Workforce Board and its staff (including centralized functions), the Board’s contractors (as pass through), and a small percentage held out as unallocated (contingency funds). The descriptions of these allocations are below.

Information

Workforce Board, Staff, and Centralized Functions

The proposed budget for the Board, its staff, and centralized functions (including services such as janitorial, maintenance, and technology support for the Board’s workforce centers) is proposed to be $10,100,221. This represents an $802,719 or 8.6% increase as compared to FY 2015 (Please see Attachment B, Schedule 3, and Schedule 4 for more details). Below is a review of the Board’s major cost categories and other notable budget line items:

Staffing

Board staff positions are proposed to total 52.0 FTEs, an increase of 5.7 FTEs (12.3%) as compared to the FY 2015 budget. These changes include:

- Business Development Liaison (addition of 5.0 FTEs)- During FY 2015, the Board approved a modification to the Board's Business Service delivery method which would bring the subcontractor level Business Services effort to the Board level. The initial phase of the new Business Service delivery process included the hiring of two (2) Business Development Supervisor positions which were approved and hired within FY 2015. For FY 2016, the next phase of the new Business Service model will be to hire five (5) additional Business Service Liaison positions.

- Workforce Policy Analyst (intern) (addition of 1.0 FTE)-To primarily assist Board staff in preparing Board level and administrative policies regarding workforce operations and procedures to assist management in operating more efficiently and effectively.

- Research and Information Systems (RIS) (reduction of .3 FTEs)-Allocation adjustment of technology staff FTEs to the Workforce department.

The estimated personnel (salary, fringe benefits, and indirect costs) budget category is proposed to total $5,295,958, an increase of $740,749 or 16.3%. The increase is mainly due to the following:

- Additional five (5) new Business Liaison staff projected for FY 2016-The personnel costs related to these new positions are increases compared to FY 2015.
- Two (2) Business Development Supervisor positions approved during FY 2015- There was not any additional personnel costs budgeted for FY 2015 for the two (2) Business Development Supervisor positions approved during the May 2015 Board meeting. This was due to the cost savings from the Board staff attrition amounts totaling enough to absorb the FY 2015 costs for these two (2) new positions. This resulted in budgeted
personnel cost increases for these positions within FY 2016 when compared to FY 2015.

- 3.0% budgeted merit increase
- Certain staff promotions planned for FY 2016.
- Fringe benefit rate increase from 43.0% 43.7%.

**Child Care Quality Program Delivery**

TWC requires the Board to withhold two percent (2.0%) of its annual Child Care funding to dedicate to Child Care quality initiatives. The quality initiatives mainly include providing professional development training, scholarships, and equipment and materials for selected Child Care centers located within the Board’s fourteen (14) county region. The proposed funds dedicated for these type activities is proposed to total $1,460,885, an increase of $31,349 (2.2%) compared to the amounts withheld at the Board level for FY 2015. The increase is primarily due to a combination of the following:

- A decrease of $526,000 of Child Care carry over-During FY 2015, the Board utilized $920,000 of Child Care carry over funding. For FY 2016, the Board staff anticipates utilizing less Child Care carry over funding to supplement the quality type initiatives.

- An increase of $561,462 from new Child Care Quality grant-The Board staff received a new Child Care grant from TWC during FY 2015 in the amount of $561,462 which will be utilized during FY 2016 to provide additional Child Care quality activities.

**Equipment**

The equipment budget category is projected to total $434,209, an increase of $230,723 (113.4%). The primary cause for the increase is due to a net change of the following projects:

- Child Care Vehicles-Decrease $46,000-The FY 2015 included $46,000 to purchase two additional vehicles for the Workforce Board Child Care staff. These were purchased during FY 2015 therefore resulting a decrease of this amount for FY 2016.

- Technology Replacement Equipment-Increase $250,854-This includes projected replacement costs for various types of equipment necessary to maintain the Workforce technology infrastructure. This type of equipment includes the following:
  - Firewalls
  - Web security appliances
  - Switches, routers, and servers
  - File storage devices
  - Voice over internet protocol (VOIP) equipment
  - Wireless access point for the wireless network
  - Back-up system hardware

The useful life of computer equipment typically ranges from three to nine years depending on the type of equipment and the length of time support can be purchased for it. The funds included in the budget request for FY 2016 will provide funding to
replace the highest priority pieces of equipment that have reached the end of its useful life.

- Video Conferencing Equipment-Increase $10,000-This includes any equipment, hardware, and software necessary to enable video conferencing capabilities for Board related meetings.

- Staff Equipment-Increase $20,678-Computers and office furniture for new Business Development Liaisons.

Other Budget Line Items of Note

There are other FY 2016 budget line item amounts that experienced notable variances when compared to FY 2015 including Travel, Contract Services, Supplies, Staff Development, and Marketing. The proposed budget amounts for these categories total $1,118,680, an increase of $244,422 (28.0%). They are discussed in detail within Attachment B.

Special Projects

Each year the Board’s budget includes special projects to be administered at the Board level. This year, staff is proposing $380,000 for special projects, a decrease of $477,433 (55.7%) as compared to FY 2015. The special projects under consideration are as follows:

- Leasehold Improvements - $80,000

  Each Year the Board makes efforts to maintain its Workforce Centers in the best possible condition to ensure customers are served effectively and efficiently. The Board staff will be reviewing all of the Workforce Centers during FY 2016 to determine where the greatest needs exist. The Board will be updated throughout the year as any modifications are made to the Workforce Centers.

- Website Redesign - $45,000

  The Board’s FY 2015 budget included a special project to redesign the Board’s website in a manner which would allow for a more user friendly format including easier mobile device interaction and content management. That project is scheduled to be completed by the end of FY 2015.

  For FY 2016, Board staff propose further upgrades to the Board’s website to include the following:

  - Add custom pages for child care and business services.
  - Add custom page for stakeholders to monitor regional planning and workforce research plus the ability to convene and track stakeholder meetings.
  - Add custom page to highlight the work of selected workgroups such as the Regional Economic Development Group, the Regional AEL meetings, and the Leadership for Workforce and Educational Development.
  - Add ability to provide event notifications.
Agenda Item #4b1 – Resolution Adopting FY2016 Budget

➢ Add copy editing and graphic capability.

• Paperless Case File System - $200,000

Within the FY 2015 budget, funds were designated to transition the Board’s Workforce Center customer case file management system to a paperless format. A request for proposal (RFP) is projected to be developed and issued by the end of FY 2015. The expenditures for the various equipment and software necessary to make the process operational is not expected to occur until FY 2016.

• Instructional YouTube Videos-$55,000

During FY 2015, TWC allocated to the Board new grant funding dedicated to increasing the capacity to serve the long-term unemployed within the Board’s region.

One of the projects included within the Board’s FY 2015 special project budget to utilize this new funding was the development of a professional instructional YouTube video. The video, once developed, would outreach customers to provide tips/training sessions, as well as recruit employers for work-based training activities.

This project was not completed during FY 2015 and the associated expenditures are not projected to occur until FY 2016.

Contractor Allocations

Workforce Center Contractor

The funding available for the Workforce Center contractor is projected to be $56.5 million, an increase of approximately $1.9 million or 3.6% (Please see Attachment C, Schedules 5, Schedules 6, and Schedules 7 for more details). The increase is a net result of the following:

• Child Care funding - Approximately $41.6 million, a $3.7 million or 9.9% increase. The increase is primarily due to the following:
  ➢ New Funding – Increase of $120,000 or .3%
  ➢ Carry Over Funding – Increase of $3.6 million or 216.6% increase

The $41.6 million is projected to be divided between subcontractor operations and direct care according to the following:

➢ Operations-$2.7 million, a decrease of $955,000 or 26.2% - This is primarily due to a different organizational structure of the Board’s newly selected contractor, ResCare Workforce Services (ResCare) as compared to the current contractor, WNI:

ResCare does propose a profit and indirect rate which was not included within WNI’s budget. Even with those additional costs ResCare’s budget is
substantially less due to a proposed budget reduction within categories including:

- Direct FTE's (5.7 administrative and 8.7 front line FTE reductions)
- Professional employer organization (PEO) fees
- Travel, supplies, legal, insurance, and auditing
- Administration portion of rent, utilities, telephone, postage, and copier costs

- Direct Care-$38.9 million, an increase of $4.7 million or 13.7% - The increase is due to the following:
  - Overall increase in funding to the program delivery category of approximately $120,000 in new funding and $3.6 million in carry over funding
  - An additional $955,000 of available funds due to the projected operational budget decrease

- Workforce\Non Child Care funding - Approximately $14.9 million, a $1.8 million or 10.8% decrease. The majority of the decrease is due to the net result of the following:
  - New Core Funding - Approximate net decrease of $1.8 million or 12.0% in new core funding primarily due to decreases within the WIOA, TANF, and SNAP grants as described below:
    - WIOA-Decrease of $1.2 million or 12.9%
    - TANF-Decrease of $215,000 or 8.7%
    - SNAP-Decrease of $275,000 or 30.2%
  - Carry Over Core Funding-Approximate $45,000 or 2.7% increase primarily due to changes within the WIOA, TANF, and TAA grants as described below:
    - WIOA-Increase of $70,000 or 5.3%
    - TANF-Increase of $45,000 or 54.2%
    - TAA-Decrease of $60,000 or 54.7%
  - Discretionary Funding – Approximate $85,000 or 23.8% decrease primarily due to the following:
    - Child Care Automated Attendance (CCAA)-Decrease of $10,000 or 5.3%
    - Department of Labor H-1B-Decrease of $75,000 or 51.2%

The $14.9 million is projected to be divided between subcontractor operations and customer training\support according to the following:

- Operations-$8.6 million, a decrease of $1.1 million or 11.0% - See the explanation for the child care operational decreased described above.
Agenda Item #4b1 – Resolution Adopting FY2016 Budget

- The FTE reduction related to the Workforce\Non Child Care operations totaled 8.7 (12.2 administrative FTE reduction and a 3.5 front line FTE increase).

- Customer Training\Support-$6.3 million, a decrease of $750,000 or 10.6% - The decrease is due mainly to the following:
  - Projected $1.1 million decrease of WIOA funds (including new and carry over funds). A large portion of these grants are utilized for customer training and support.

Other Contractors

The Board typically subcontracts with other contractors to operate programs other than the Workforce Center related ones. The funding available for these type contracts is approximately $220,000 for FY 2016, a decrease of approximately $615,000 or 73.8%.

The decrease is primarily due to changes within the DOL H-1B and the Industry-Recognized Skills Certification Initiative (IRSCI) grants as described below:

- DOL H-1B-Decrease of $580,000 or 97.7% (grant ends on March 31, 2016).
- IRSCI-Decrease of $25,000 or 15.0%.

Unallocated Funding (contingency funding)

The Board usually designates a portion of its funding as unallocated or contingency funding. As the year progresses these funds will either be utilized for certain projects, allocated to the Board’s subcontractor, or utilized as carry over for the subsequent year. For FY 2016, approximately $405,000 is proposed to be designated as such.

Recommendation:

It is recommended that the Workforce Board of Directors approve the Workforce Board, Staff, and Centralized functions FY 2016 budget equaling $10,100,221. The balance of available funds is projected to be allocated to the Board’s contractors for program delivery (currently estimated to be $56,714,053) with a small percentage designated as unallocated\contingency funds (currently $404,732).

Effective Date: October 1, 2015
Background
The workforce center in Denton is located at 1300 Teasley Lane and is owned by Shady Oaks Partnership, Ltd. This location contains 20,000 square feet and a price per square foot equaling $20.19 (excluding janitorial, utilities, and maintenance). The current lease is scheduled to end on September 30, 2015. The Denton location is the largest of the Board’s Workforce Centers and includes approximately ninety (90) staff employed by the Board’s current Workforce Service Delivery contractor, the Texas Workforce Commission (TWC), and the Texas Veterans Commission (TVC). The Board’s child care program is operated from the Denton location and approximately fifty three (53) of the total staff are dedicated to this program.

The current seven (7) year lease was scheduled to end on April 30, 2015. At that time, however, Board staff were in the process of reviewing RFP proposals for both the Child Care and Workforce Service Delivery contractors which would not be selected until June 30, 2015. Rather than enter into a long term lease that may not meet the needs of the service delivery model proposed by the selected contractor, the Board approved a short-term extension of the lease from April 30, 2015 until September 30, 2015.

Information
The selection of both the Child Care and Workforce Delivery contractors has now been completed and the floor plan of the Denton Workforce Center meets the needs of the service delivery plan for both contracts.

The landlord has agreed to a five (5) year lease renewal at a rate of $18.25 per square foot (excluding janitorial, utilities, and maintenance). This is within the market rate for this type facility located within the Denton area (please see Exhibit A)

Board staff believes this center continues to be a good location for our Board area due to the following:

- Close proximity to I-35
- Price within local market range
- Accessible landlord
- Adequate parking

Recommendation
It is recommended that the Workforce Board of Directors authorize the North Central Texas Council of Governments to enter into a lease renewal with Shady Oaks Partnership, Ltd. for the property located at 1300 Teasley Lane, for a period of sixty (60) months. The lease would be effective October 1, 2015; includes 20,000 square feet, and price per square foot not to exceed $18.25 (excluding janitorial, utilities, and maintenance and repairs).

Effective Date: September 22, 2015
Agenda Item #4b3 - Resolution Endorsing the Selection of BrandEra as the Marketing Firm for Providing Communication and Outreach Services

Background

North Central Texas Council of Governments, issued a Request for Proposals (RFP) on August 10, 2015, soliciting responses from qualified marketing firms for the provision of marketing services to build awareness among WSNCT’s key customers and stakeholder audiences. The RFP closed on August 31, 2015, with two proposals meeting the deadline for submission.

Information

A source selection team comprised of four evaluators conducted an independent evaluation of the proposals based on the following source selection criteria:

1. Organizational Capacity
2. Quality of Proposed Services
3. Demonstrated Effectiveness
4. Cost Effectiveness
5. Bonus points were given if the organization was a Historically Underutilized Business (HUB)

Following the independent evaluation, both vendors were provided an on-site demonstration. Based on the results of the evaluation, the source selection team recommends the selection of BrandEra for award of the Marketing Services contract. The contract will include an approximate effective date of November 1, 2015 and will include the option for up to four (4) 1-year renewals, based on satisfactory performance and continued availability of funds.

Recommendation

It is recommended that the Workforce Board of Directors endorse the selection of BrandEra by the North Central Texas Council of Governments as the marketing firm for providing communication and outreach services.

Effective Date: September 22, 2015
1st RELEASE AUGUST 2015
MONTHLY PERFORMANCE REPORT (MPR) OVERVIEW NARRATIVE

According to the 1st Release of the August 2015 Monthly Performance Report (MPR), the North Central Texas Workforce Development Board (NCTWDB) achieved a Positive Performance (+P) status or a Meeting Performance (MP) status within eight—(8) of the eight—(8) formally contracted performance measures for which we have available data at the 1st Release of the August 2015 Monthly Performance Report (MPR). “Average # Children Served Per Day – Combined” performance data is not officially released at the “1st Release” of Texas Workforce Commission (TWC) processed performance data. Therefore, performance data for the “Average # Children Served Per Day – Combined” performance measure at the “1st Release” will be reflective of July 2015 Final Release MPR performance data.

Reemployment & Employer Engagement Performance Measures

The “Claimant Reemployment within 10 Weeks” performance measure experienced a Meeting Performance (MP) status on the 1st Release of the August 2015 Monthly Performance Report (MPR). Of the 35,370 monetarily eligible initial claimants (that became monetarily eligible from July 1, 2014 to May 31, 2015) who are subject to work search requirements, 18,396 became reemployed within 10 weeks of the date their claim was first determined monetarily eligible, which is equivalent to a 52.01% performance rate. Also, the Claimant Reemployment within 10 Weeks performance measure experienced 0.06% point decrease from July 2015 (52.07% current performance; 103.93% of Target) to August 2015 (52.01% current performance; 103.81% of Target).

As of August 2015, the “Number of Employer Job Openings Filled” performance measure has been discontinued. Therefore, this performance measure will be removed from all performance reporting documents.

The Employer Workforce Assistance performance measure experienced a Positive Performance (+P) status on the 1st Release of the August 2015 Monthly Performance Report (MPR). 8,349 employers received a qualifying service from October 1, 2014 to August 2015, which is equivalent to 108.25% of an incremental Target for August 2015 (7,713 employers served), which represented a 0.26% point
A “qualifying service” consists of the following services:

- job postings,
- providing specialized testing to job seekers on behalf of an employer,
- performing employer site recruitment,
- job fairs,
- providing employer meeting or interview space,
- providing customized or incumbent worker training,
- entering into a subsidized/unpaid employer agreement,
- providing Rapid Response services,
- Job Development (if recorded with a valid UI Tax ID), and
- other services provided to employers for a fee.

Common Measures

At the 1st Release of the August 2015 Monthly Performance Report (MPR), the “Staff Guided Entered Employment” performance measure continued to experience a Positive Performance (+P) status. The “Staff Guided Entered Employment” performance measure current performance increased from July 2015 (80.31% current performance; 112.64% of Target) to August 2015 (80.36% current performance; 112.71% of Target), which represented a +0.05 point increase in performance.

Also, the “At Risk Employment Retention” performance measure experienced a Meeting Performance (MP) status on the 1st Release of the August 2015 Monthly Performance Report (MPR). The “At Risk Employment Retention” performance measure experienced an increase in performance from July 2015 (80.86% current performance; 103.67% of Target) to August 2015 (80.92% current performance; 103.74% of Target), which represented a +0.06% point increase.

The “Total Job Seekers Educational Achievement” performance measure continued to experience a Meeting Performance (MP) status on the 1st Release of the August 2015 Monthly Performance Report (MPR). The “Total Job Seekers Educational Achievement” performance measure did not experience a performance change from July 2015 to August 2015. Performance remained constant at a current performance rate of 81.52% (100.15% of Target).


Finally, the “WIA Youth Literacy/Numeracy Gains” performance measure continued to experience a Positive Performance (+P) status. Also, the WIA Youth Literacy/Numeracy Gains performance measure did not experience a performance change from July 2015 to August 2015. Performance remained constant at a current performance rate of 63.21% (108.98% of Target).
Program Participation Performance Measures

The “Choices Full Work Rate – All Family Total” performance measure continued to experience a Meeting Performance (MP) status on the 1st Release of the August 2015 Monthly Performance Report (MPR). Of the 192 participants/customers in the performance population, 97 participants/customers met their required participation hours through paid employment. Also, the Choices Full Work Rate performance measure experienced a performance increase from July 2015 (50.20% current performance; 100.40% of Target) to August 2015 (50.51% current performance; 101.02% of Target), which was equal to a +0.31% point increase.

Since the Texas Workforce Commission does not release official child care performance data on the 1st Release of the Monthly Performance Report (MPR), performance data provided below is reflective of July 2015 performance data. According to the Final Release of the July 2015 Monthly Performance Report (MPR), the “Average # Children Served Per Day – Combined” performance measure experienced a Meeting Performance (MP) status. The average children served per day in child care was 5,213 (96.63% of Target) for the month of July 2015, which was an increase from June 2015 (5,187; 96.14% of Target).
Ranking Data

According to the 1st Release of the August 2015 Monthly Performance Report (MPR), the North Central Texas Workforce Development Board (NCTWDB) is ranked 15th of 28 Boards and 4th of 7 Large Boards with an average rank of 15.50 per formally contracted performance measure.
1st Release August 2015 Monthly Performance Report (MPR)

Overview
August 2015 1st Release MPR

“Meeting Performance (MP)” or “Positive Performance (+P)” within 8 of 8 formally contracted performance measures:

<table>
<thead>
<tr>
<th>Performance Status</th>
<th># of Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Positive Performance</td>
<td>4</td>
</tr>
<tr>
<td>Meeting Performance</td>
<td>4</td>
</tr>
<tr>
<td>Negative Performance</td>
<td>0</td>
</tr>
</tbody>
</table>
North Central Texas WDB is currently at “**Meeting Performance (MP)***” or “**Positive Performance (+P)***” within 2 of the 2 REEM measures.

### REEMPLOYMENT AND EMPLOYER ENGAGEMENT MEASURES

<table>
<thead>
<tr>
<th>PERFORMANCE MEASURES</th>
<th>TARGET</th>
<th>CURRENT PERFORMANCE</th>
<th>PERCENTAGE OF CURRENT TARGET</th>
<th>NUMERATOR (Successful Outcomes)</th>
<th>DENOMINATOR (Population)</th>
<th>PERFORMANCE STATUS</th>
<th>CHANGE FROM PREVIOUS MONTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claimants Reemployed within 10 Weeks</td>
<td>50.10%</td>
<td>52.01%</td>
<td>103.81%</td>
<td>18,396</td>
<td>17,313</td>
<td>MP</td>
<td>-0.06%</td>
</tr>
<tr>
<td># of Employer Job Openings Filled</td>
<td>DISCONTINUED</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of Employers Receiving Workforce Assistance</td>
<td>7,713</td>
<td>8,349</td>
<td>108.25%</td>
<td>4,021</td>
<td>-</td>
<td>+P</td>
<td>-0.26%</td>
</tr>
</tbody>
</table>

EOY Target: 8,236
North Central is currently at “Meeting Performance (MP)” or “Positive Performance (+P)” within 5 of the 5 Common Measures.

<table>
<thead>
<tr>
<th>COMMON MEASURES</th>
<th>TARGET</th>
<th>CURRENT PERFORMANCE</th>
<th>PERCENTAGE OF CURRENT TARGET</th>
<th>NUMERATOR (Successful Outcomes)</th>
<th>DENOMINATOR (Population)</th>
<th>PERFORMANCE STATUS</th>
<th>CHANGE FROM PREVIOUS MONTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff-Guided Entered Employment</td>
<td>71.30%</td>
<td>80.36%</td>
<td>112.71%</td>
<td>4,039</td>
<td>5,026</td>
<td>+P</td>
<td>+0.05%</td>
</tr>
<tr>
<td>At Risk Employment Retention</td>
<td>78.00%</td>
<td>80.92%</td>
<td>103.74%</td>
<td>10,958</td>
<td>13,541</td>
<td>MP</td>
<td>+0.06%</td>
</tr>
<tr>
<td>Total Job Seekers Educational Achievement</td>
<td>81.40%</td>
<td>81.52%</td>
<td>100.15%</td>
<td>516</td>
<td>633</td>
<td>MP</td>
<td>0.00%</td>
</tr>
<tr>
<td>WIA Youth Placement in Employment or Education</td>
<td>69.00%</td>
<td>74.38%</td>
<td>107.08%</td>
<td>151</td>
<td>203</td>
<td>+P</td>
<td>0.00%</td>
</tr>
<tr>
<td>WIA Youth Literacy/Numeracy Gains</td>
<td>58.00%</td>
<td>63.21%</td>
<td>108.98%</td>
<td>67</td>
<td>106</td>
<td>+P</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
August 2015 1st Release MPR

North Central is currently at “Meeting Performance (MP)” within 2 of the 2 Program Participants measures.

<table>
<thead>
<tr>
<th>PERFORMANCE MEASURES</th>
<th>TARGET</th>
<th>CURRENT PERFORMANCE</th>
<th>PERCENTAGE OF CURRENT TARGET</th>
<th>NUMERATOR (Successful Outcomes)</th>
<th>DENOMINATOR (Population)</th>
<th>PERFORMANCE STATUS</th>
<th>CHANGE FROM PREVIOUS MONTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choices Full Work Rate - All Family Total</td>
<td>50.00%</td>
<td>50.51%</td>
<td>101.02%</td>
<td>97</td>
<td>192</td>
<td>MP</td>
<td>+0.31%</td>
</tr>
<tr>
<td>Avg Children Served Per Day-Combined (July 2015 MPR)</td>
<td>5,395</td>
<td>5,213</td>
<td>96.63%</td>
<td>1,136,535</td>
<td>218</td>
<td>MP</td>
<td>+26</td>
</tr>
</tbody>
</table>
North Central is currently ranked 15th of 28 Boards and 4th of 7 Large Boards.

<table>
<thead>
<tr>
<th>BOARD</th>
<th>AVERAGE RANK PER CONTRACTED PERFORMANCE MEASURE</th>
<th>ALL BOARD RANKING</th>
<th>LARGE BOARDS RANKING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo</td>
<td>17.75</td>
<td>24</td>
<td>7</td>
</tr>
<tr>
<td>Dallas County</td>
<td>17.25</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>Gulf Coast</td>
<td>17.38</td>
<td>22</td>
<td>6</td>
</tr>
<tr>
<td>Lower Rio Grande</td>
<td>10.50</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td><strong>North Central</strong></td>
<td><strong>15.50</strong></td>
<td><strong>15</strong></td>
<td><strong>4</strong></td>
</tr>
<tr>
<td>Tarrant County</td>
<td>12.75</td>
<td>9</td>
<td>2</td>
</tr>
<tr>
<td>Upper Rio Grande</td>
<td>14.63</td>
<td>14</td>
<td>3</td>
</tr>
</tbody>
</table>
NORTH CENTRAL TEXAS WORKFORCE DEVELOPMENT BOARD
WORKFORCE CENTERS TRAFFIC VOLUME
AUGUST 2015 – DUPLICATED JOB SEEKERS

<table>
<thead>
<tr>
<th>WORKFORCE CENTERS</th>
<th>JOB SEEKERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleburne WFC</td>
<td>933</td>
</tr>
<tr>
<td>Corsicana WFC</td>
<td>1,335</td>
</tr>
<tr>
<td>Denton WFC</td>
<td>1,109</td>
</tr>
<tr>
<td>Granbury WFC</td>
<td>403</td>
</tr>
<tr>
<td>Greenville WFC</td>
<td>1,192</td>
</tr>
<tr>
<td>McKinney WFC</td>
<td>1,024</td>
</tr>
<tr>
<td>Mineral Wells WFC - MWU</td>
<td>34</td>
</tr>
<tr>
<td>Plano WFC</td>
<td>1,930</td>
</tr>
<tr>
<td>Rockwall WFC - MWU</td>
<td>0</td>
</tr>
<tr>
<td>Stephenville WFC</td>
<td>450</td>
</tr>
<tr>
<td>Terrell WFC</td>
<td>1,010</td>
</tr>
<tr>
<td>Waxahachie WFC</td>
<td>1,552</td>
</tr>
<tr>
<td>Weatherford WFC</td>
<td>998</td>
</tr>
</tbody>
</table>
NORTH CENTRAL TEXAS WORKFORCE DEVELOPMENT BOARD
WORKFORCE CENTERS TRAFFIC VOLUME
AUGUST 2015 – AVERAGE WFC VISITORS PER DAY

- Corsicana WFC (66.75)
- Greenville WFC (56.76)
- McKinney WFC (48.76)
- Plano WFC (91.90)
- Terrell WFC (48.10)
- Waxahachie WFC (73.90)
- Cleburne WFC (46.65)
- Denton WFC (52.81)
- Granbury WFC (19.19)
- Stephenville WFC (22.50)
- Weatherford WFC (49.90)

Mineral Wells WFC - MWU (11.33)

- Mineral Wells WFC - MWU, 11.33
- Weatherford WFC, 49.90
- Stephenville WFC, 22.50
- Granbury WFC, 19.19
- Denton WFC, 52.81
- Cleburne WFC, 46.65
- Waxahachie WFC, 73.90
- Terrell WFC, 48.10
- Plano WFC, 91.90
- McKinney WFC, 48.76

Corsicana WFC, 66.75
## NORTH CENTRAL TEXAS WORKFORCE DEVELOPMENT BOARD
### WORKFORCE CENTERS TRAFFIC VOLUME
#### AUGUST 2015 – MONTHLY CSTR CARD SWIPES / SERVICES PROVIDED

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Appointment</td>
<td>56</td>
<td>111</td>
<td>95</td>
<td>61</td>
<td>202</td>
<td>400</td>
<td>316</td>
<td>50</td>
<td>102</td>
<td>83</td>
<td>80</td>
<td>1,556</td>
</tr>
<tr>
<td>Begin Meeting with Employment Consultant</td>
<td>165</td>
<td>1</td>
<td>1</td>
<td>30</td>
<td>118</td>
<td>1</td>
<td>114</td>
<td>116</td>
<td></td>
<td></td>
<td></td>
<td>546</td>
</tr>
<tr>
<td>Begin Meeting with Financial Aid Specialist</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
<td>1</td>
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<tr>
<td>Begin Meeting with Personal Services Representative</td>
<td>17</td>
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<td></td>
<td></td>
<td>394</td>
</tr>
<tr>
<td>Choices - EPS</td>
<td>7</td>
<td>7</td>
<td>10</td>
<td>2</td>
<td>3</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>31</td>
</tr>
<tr>
<td>Choices - WOA</td>
<td>26</td>
<td></td>
<td>4</td>
<td>18</td>
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<td>2,339</td>
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Questions? Comments?

Michael J. Nicholas, MBA
Manager of Workforce Development Information Systems
Workforce Solutions for North Central Texas
North Central Texas Council of Governments/Workforce Development
Phone: 817-695-9146
Fax: 817-640-6480
Email: mnicholas@dfwjobs.com
## BOARD SUMMARY REPORT - CONTRACTED MEASURES

### Year-to-Date Performance Periods*

**BOARD NAME:** NORTH CENTRAL

**AUGUST 2015 REPORT**

### Reemployment and Employer Engagement Measures

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| TWC | Claimant Reemployment within 10 Weeks | MP | 103.81% | 50.10% | 50.10% | 52.01% | 50.01% | 50.04% | 18,396 | 35,370 | 55.54% | 50.01% | 52.30% | 49.21% | 7/14 | 5/15 |
| TWC | # of Employers Receiving Workforce Assistance | +P | 108.25% | 7,713 | 8,236 | 8,349 | 7,566 | 8,300 | 4,253 | 3,491 | 10/14 | 8/15 |

1. Board targets were updated based on communication on 8-18-2015 to account for the impact of changes in the oil and gas industry.

### Common Measures - Outcomes

- **TWC** Staff Guided Entered Employment (State Reporting) | +P | 112.71% | 71.30% | 71.30% | 80.36% | 77.40% | 77.34% | 4,039 | 78.84% | 80.26% | 78.45% | 84.34% | 10/13 | 9/14 |

- **LBB-NK** At Risk Employment Retention | MP | 103.74% | 78.00% | 78.00% | 80.92% | 79.47% | 80.07% | 10,958 | 80.07% | 80.88% | 81.75% | 81.09% | 4/13 | 3/14 |

- **LBB-NK** Total Job Seekers Educational Achievement | MP | 100.15% | 81.40% | 81.40% | 81.52% | 82.28% | 79.15% | 516 | 85.23% | 83.19% | 76.92% | 81.97% | 10/13 | 9/14 |

- **DOL-C** WIA Youth Placement in Employment/Education | +P | 107.80% | 69.00% | 69.00% | 74.38% | 67.60% | 65.83% | 151 | 72.22% | 80.00% | 70.31% | 75.47% | 10/13 | 9/14 |

- **DOL-C** WIA Youth Literacy/Numeracy Gains | +P | 108.98% | 58.00% | 58.00% | 63.21% | 78.99% | 71.75% | 67 | 72.73% | 57.14% | 52.63% | 63.64% | 7/14 | 6/15 |

### Program Participation Measures

- **TWC** Choices Full Work Rate - All Family Total | MP | 101.02% | 50.00% | 50.00% | 50.51% | 49.58% | 43.30% | 97 | 50.16% | 48.14% | 52.18% | 52.06% | 10/14 | 8/15 |

- **TWC** Avg # Children Served Per Day - Combined | N/L | N/L | n/a | 5,395 | N/L | N/L | 6,157 | N/L | N/L | N/L | N/L | N/L | 10/14 | 8/15 |

*Where YTD data is not available, Rolling or ARRA Grant Period data is indicated where possible. These instances are highlighted via shading/bold font in the 'From/To' columns.

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.
### 1 - Reemployment and Employer Engagement Measures

| Category                                                   | Board          | 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th | 10th | 11th | 12th | 13th | 14th | 15th | 16th | 17th | 18th | 19th | 20th | 21st | 22nd | 23rd | 24th | 25th | 26th | 27th | 28th | 29th | 30th |
|------------------------------------------------------------|----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Claimant Reemployment within 10 Weeks                      | Alamo          | 12  | 25  | 10  | 16  | 28  | 3   | 14  | 26  | 18  | 23   | 7    | 20   | 24   | 13   | 19   | 8    | 4    | 22   | 2    | 6    | 5    | 17   | 27   | 1    | 15   | 21   | 11   | 9    |
| # of Employers Receiving Workforce Assistance              | Brazos         | 25  | 6   | 8   | 21  | 7   | 2   | 23  | 11  | 4   | 18   | 17   | 3    | 9    | 24   | 22   | 10   | 15   | 12   | 1    | 20   | 13   | 19   | 27   | 28   | 16   | 26   | 5    | 14   |
| Average Group Rank                                         | 18.50          | 15.50| 9.00| 18.50| 2.50| 17.50| 18.50| 18.50| 11.00| 20.50| 12.00| 11.50| 16.50| 18.50| 20.50| 9.00 | 9.50 | 17.00| 1.50 | 13.00| 9.00 | 18.00| 27.00| 14.50| 15.50| 23.50| 8.00 | 11.50|

### 2 - Program Participants - Outcomes

| Category                                                   | Board          | 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th | 10th | 11th | 12th | 13th | 14th | 15th | 16th | 17th | 18th | 19th | 20th | 21st | 22nd | 23rd | 24th | 25th | 26th | 27th | 28th | 29th | 30th |
|------------------------------------------------------------|----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Staff Guided Entered Employment                            | Alamo          | 15  | 24  | 1   | 10  | 18  | 23  | 11  | 4   | 13  | 8    | 14   | 2    | 7    | 9    | 6    | 12   | 3    | 21   | 17   | 25   | 16   | 28   | 22   | 18   | 5    | 26   | 20   | 27   |     |
| At Risk Employment Retention                               | Brazos         | 4   | 25  | 2   | 15  | 11  | 5   | 13  | 15  | 28  | 26   | 27   | 22   | 18   | 9    | 17   | 10   | 23   | 19   | 14   | 8    | 3    | 20   | 7    | 1    | 12   | 20   | 6    | 24   |     |
| Total Job Seekers Educational Achievement                  | Cameron        | 22  | 15  | 4   | 5   | 6   | 13  | 7   | 25  | 27  | 23   | 9    | 28   | 19   | 20   | 1    | 24   | 10   | 14   | 16   | 3    | 18   | 8    | 2    | 11   | 12   | 21   | 26   | 17   |     |
| WIA Youth Placement in Employment/Education                | Capital        | 26  | 15  | 5   | 8   | 12  | 13  | 10  | 25  | 28  | 17   | 10   | 27   | 22   | 2    | 3    | 18   | 1    | 23   | 6    | 16   | 19   | 14   | 20   | 9    | 7    | 4    | 24   | 21   |     |
| WIA Youth Literacy/Numeracy Gains                         | Deep           | 25  | 8   | 2   | 9   | 14  | 6   | 16  | 4   | 13  | 1    | 23   | 10   | 5    | 3    | 19   | 22   | 18   | 11   | 27   | 7    | 15   | 11   | 21   | 24   | 26   | 17   | 20   |     |
| Average Group Rank                                         | 18.40          | 17.40| 2.80| 9.40| 12.00| 12.20| 10.25| 17.00| 20.00| 17.40| 12.20| 20.40| 15.20| 9.00 | 6.00 | 16.60| 11.80| 19.00| 12.80| 15.80| 12.60| 17.00| 12.40| 12.00| 19.40| 18.60| 21.80|     |

### 3 - Program Participants - Outcomes

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<th>3rd</th>
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## PERFORMANCE MEASURES STATUS SUMMARY (YEAR-TO-DATE)

**MONTH:** August 2015  
**RELEASE:** 1st Release

North Central Texas Workforce Development Board's current status is reflected by the highlight.

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<th>Meeting Performance (+P)</th>
<th>Negative Performance (-P)</th>
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### Claimant Reemployment within 10 Weeks

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<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR YEAR END</th>
<th>2 YRS PRIOR</th>
<th>MP NUM</th>
<th>GAP</th>
<th>RANK</th>
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### At Risk Employment Retention

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<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR YEAR END</th>
<th>2 YRS PRIOR</th>
<th>MP NUM</th>
<th>GAP</th>
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<td>19,266</td>
<td>82.59%</td>
<td>105.88%</td>
<td>81.31%</td>
<td>79.84%</td>
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<tr>
<td>Upper Rio Grande</td>
<td>14,081</td>
<td>17,108</td>
<td>82.31%</td>
<td>105.53%</td>
<td>80.88%</td>
<td>79.95%</td>
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### Staff Guided Entered Employment

<table>
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<th>DEN</th>
<th>%</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR YEAR END</th>
<th>2 YRS PRIOR</th>
<th>MP NUM</th>
<th>GAP</th>
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<tbody>
<tr>
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<td>74.68%</td>
<td>+P</td>
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<td>65.20%</td>
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<td>115.13%</td>
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<td>68.63%</td>
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### Total Job Seekers Educational Achievement

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<th>%</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR YEAR END</th>
<th>2 YRS PRIOR</th>
<th>MP NUM</th>
<th>GAP</th>
<th>RANK</th>
</tr>
</thead>
<tbody>
<tr>
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<td>507</td>
<td>564</td>
<td>89.89%</td>
<td>109.09%</td>
<td>82.40%</td>
<td>83.36%</td>
<td>79.16%</td>
<td>+P</td>
<td>441</td>
<td>66</td>
</tr>
<tr>
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<td>446</td>
<td>500</td>
<td>89.20%</td>
<td>105.56%</td>
<td>84.50%</td>
<td>90.85%</td>
<td>83.07%</td>
<td>+P</td>
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<td>475</td>
<td>615</td>
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<td>103.12%</td>
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<td>78.11%</td>
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<tr>
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<td>516</td>
<td>633</td>
<td>81.52%</td>
<td>100.15%</td>
<td>81.40%</td>
<td>82.28%</td>
<td>79.15%</td>
<td>MP</td>
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<td>74.90%</td>
<td>74.66%</td>
<td>72.65%</td>
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<tr>
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<td>1,688</td>
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<td>77.78%</td>
<td>71.13%</td>
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### WIA Youth Placement in Employment/Education

<table>
<thead>
<tr>
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<th>NUM</th>
<th>DEN</th>
<th>%</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR</th>
<th>2 YRS</th>
<th>MP NUM</th>
<th>TARGET</th>
<th>GAP</th>
<th>RANK</th>
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</thead>
<tbody>
<tr>
<td>Lower Rio Grande</td>
<td>235</td>
<td>260</td>
<td>90.38%</td>
<td>130.99%</td>
<td>69.00%</td>
<td>88.69%</td>
<td>82.64%</td>
<td>+P</td>
<td>170</td>
<td>65</td>
<td>2</td>
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<td>157</td>
<td>189</td>
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<td>120.39%</td>
<td>69.00%</td>
<td>72.93%</td>
<td>69.92%</td>
<td>+P</td>
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<td>107.80%</td>
<td>69.00%</td>
<td>67.60%</td>
<td>65.83%</td>
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<td>18</td>
<td>18</td>
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<td>96.77%</td>
<td>69.00%</td>
<td>70.57%</td>
<td>82.56%</td>
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<td>4</td>
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<td>63.64%</td>
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<td>71.55%</td>
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<td>63.63%</td>
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### Choices Full Work Rate - All Families

<table>
<thead>
<tr>
<th>BOARD</th>
<th>NUM</th>
<th>DEN</th>
<th>%</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR</th>
<th>2 YRS</th>
<th>MP NUM</th>
<th>TARGET</th>
<th>GAP</th>
<th>RANK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower Rio Grande</td>
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<td>50.00%</td>
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<td>63.29%</td>
<td>+P</td>
<td>87</td>
<td>35</td>
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<td>19</td>
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<td>291</td>
<td>53.17%</td>
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<td>48.30%</td>
<td>46.44%</td>
<td>34.01%</td>
<td>+P</td>
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<td>20</td>
<td>11</td>
</tr>
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<td>50.00%</td>
<td>53.82%</td>
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<td>35.70%</td>
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<td>192</td>
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<td>101.02%</td>
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<td>49.58%</td>
<td>43.30%</td>
<td>MP</td>
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### WIA Youth Literacy/Numeracy Gains

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<th>%</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR</th>
<th>2 YRS</th>
<th>MP NUM</th>
<th>TARGET</th>
<th>GAP</th>
<th>RANK</th>
</tr>
</thead>
<tbody>
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<td>Lower Rio Grande</td>
<td>167</td>
<td>190</td>
<td>87.89%</td>
<td>151.53%</td>
<td>58.00%</td>
<td>81.82%</td>
<td>65.19%</td>
<td>+P</td>
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<td>62</td>
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<td>42</td>
<td>16</td>
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<td>113.64%</td>
<td>58.00%</td>
<td>59.68%</td>
<td>84.44%</td>
<td>+P</td>
<td>48</td>
<td>10</td>
<td>17</td>
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<tr>
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<td>106</td>
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<td>78.99%</td>
<td>71.75%</td>
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<td>48.66%</td>
<td>49.86%</td>
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<td>23</td>
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<td>97.14%</td>
<td>58.00%</td>
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<td>43.35%</td>
<td>MP</td>
<td>78</td>
<td>2</td>
<td>24</td>
</tr>
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<td>Alamo Area</td>
<td>51</td>
<td>101</td>
<td>50.50%</td>
<td>96.56%</td>
<td>52.30%</td>
<td>58.39%</td>
<td>53.07%</td>
<td>MP</td>
<td>50</td>
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# of Employers Receiving Workforce Assistance

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<th>AVG SERVED PER DAY</th>
<th>% of TARGET</th>
<th>CURRENT TARGET</th>
<th>PRIOR YEAR END</th>
<th>2 YRS PRIOR</th>
<th>MP SERVED</th>
<th>TARGET</th>
<th>GAP</th>
<th>RANK</th>
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<tbody>
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<td>26796</td>
<td>112.98%</td>
<td>23717</td>
<td>24911</td>
<td>24842</td>
<td>+P</td>
<td>22,531</td>
<td>4,265</td>
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<td>675</td>
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<td>8250</td>
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</table>
Action Item #4c1 – Election of FY2016 Board Officers
Recommendation

Background

The Board’s Nominating Committee is responsible for making recommendations for Officers. This Committee included Meera Ananthaswamy (Chair), Ada Lawniczak, Elaine Zweig, Kenny Weldon, and Michael McGowan. The Board’s Bylaws stipulate that the election of officers shall be held at the last regularly scheduled meeting of the Board in the fourth quarter of the term.

Information

The Committee convened on September 9, 2015 and recommends the following slate of officers:

CHAIR – Mickey Hillock (TERM: 1 YEAR)
VICE CHAIR – Roger Harris
TREASURER – Catherine Tietjen
SECRETARY – David Bristol

Recommendation

It is recommended that the Workforce Board of Directors elect the following members as the FY2016 North Central Texas Workforce Board Officers:

CHAIR – Mickey Hillock
VICE CHAIR – Roger Harris
TREASURER – Catherine Tietjen
SECRETARY – David Bristol
PAST CHAIR – Meera Ananthaswamy

Effective Date: October 1, 2015
Action Item #4d1 – Adoption of Board’s Strategic Plan

Background

In an attempt to provide the Board with progress reports on strategic issues, it was discovered that the Board had no less than four active and conflicting strategic plans. As a result, the Strategic Leadership Committee agreed that the Board should start from scratch with a new plan. With the guidance of the Strategic Leadership Committee Chair the Board developed a four (4) Year Strategic Plan to achieve organizational excellence. The Strategic Leadership Committee will continue their planning charge in the near future to craft a regional strategic plan that will address service delivery and the requirements of the Workforce Innovation and Opportunity Act (WIOA).

Information

On January 15, 2015 the Board conducted a Strategic Planning Kickoff Meeting with all management staff. This strategic planning session was a series of 7 meetings planned over a 9 month timeframe to develop our 4 year strategic plan. Board management staff and subject matter experts attended each meeting throughout the series and discussed a data driven strategic planning system identifying areas of high level focus in the upcoming 4 years. Four primary strategic issues also known as “Focus Areas” were determined to be our area of concentration over the next 4 years. The 4 primary “Focus Areas” that have been identified are:

- Enhance business engagement and human capital development by revamping the service delivery model based on a data driven system.
- Develop and maintain a sustainable plan for IT infrastructure and the foundation technology platforms that run on it.
- Improve organizational focus, communication and leadership decision making.
- Enhance professional development for employees and identify emerging skill sets that redefine how we advertise, outreach and recruit qualified candidates.

In each focus area small workgroups were formed to narrow down each focus area identifying SMART goals (i.e. goals that are specific, measureable, achievable, realistic and time-bound) and sub goals to achieve in the upcoming 4 years. The Board staff will utilize CASCADE, which was strategic planning software purchased in 2014, as an internal tool to track progress of our strategic plan goals. This tool will help us visualize and track progress in real time how our strategic objectives are coming to fruition.

Recommendation

It is recommended that the Workforce Board of Directors approve the Fiscal Year 2015-2019 North Central Texas Workforce Development Board Strategic Plan.

Effective: September 22, 2015

ATTACHMENTS: Final 2015-2019 Strategic Plan in a PowerPoint Presentation
**Vision**
The recognized leader in building tomorrow’s workforce.

**Mission**
To advance business-driven talent development strategies that promote economic growth, opportunity and a quality workforce.

**Core Values**
Respect, Integrity, Collaboration, Excellence

---

**SMART GOAL**
- **By September 2018**, develop an in-depth career progression flowchart that creates career pathways within the workforce development department.

**Strategies/Tactic**
- **Year 1**: Complete existing career pathway flowcharts of workforce staff, process map it and identify areas of opportunity in light of WIOA
  - How will you measure? Complete analysis and review of career pathway flowcharts, maps and strategies and address areas of opportunity.
  - How will you measure? Review career pathway flowcharts completed.

---

**Total Estimated Cost**
Cost of the initial purchase and implementation unknown. However, a monthly fee for hosting and support ($25 per user annually for less than 500 users is a known reoccurring cost).

**Identified Resources**
- HR information and staff time, LMS with CRM or Greenlight through Red Carpet

---

**David’s Strategic Issue Presentation:** Enhance professional and career development pathways for employees and identify emerging and assess that workforce for the active, confident, rewarded and retain qualified candidates.
David’s Strategic Issue Presentation: Enhance professional and career development pathways for employees and identify emerging skill sets that redefine how we advertise, outreach, recruit and retain qualified candidates.

SMART GOAL

- By September 2019, enhance professional and career development pathways for employees and identify emerging skill sets that redefine how we advertise, outreach, recruit and retain qualified candidates.

Strategic Tactics

- **How will you measure?**
  - Evaluate employee training and development records.

Total Estimated Cost

- **Cost**

Identified Resources

- **HR information and staff time**

Identify Staff/Departments Involved

- HR and Senior WD Management to include Kay O’Dell, Dana, Randy, David

Kent’s Strategic Issue Presentation: Enhance business engagement and human capital development by revamping the service delivery model based on data-driven systems.

SMART GOAL

- By April 2019, Business Development will create seamless and effective processes to enable the business development staff and the contractor to provide timely and quality services to targeted businesses in the region.

Strategic Tactics

- **How will you measure?**
  - Evaluate employee training and development records.

Total Estimated Cost

- **Total Estimated Cost**

Identified Resources

- **Total Estimated Cost**

Identify Staff/Departments Involved

- Business Development Staff, Contractor staff, one Operations staff member.
Kent's Strategic Issue Presentation: Enhance business engagement and human capital development by revamping the service delivery model based on a data driven system.

SMART GOAL

- By January 2017 the Business Development Supervisors and Liaison staff will have a full comprehension of and practical capability with the Skills Development Fund (SDF) process and the ability to articulate the benefits of a SDF to targeted business leaders in any forum.

**Strategies/Tactics**

Year 1: Facilitate staff and stakeholders on the SDF process, referrals, and alignment with state and local goals.
- How will you measure it? Connections, referrals and funded awards tracked through CRM

**Total Estimated Cost**

- Business Development staff salaries

**Identified Resources**

- Staff time and use of CRM technology

**Identify Staff/Departments Involved**

- Business Development Staff

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Kent's Strategic Issue Presentation: Enhance business engagement and human capital development by revamping the service delivery model based on a data driven system.

SMART GOAL

- Starting in May 2016 and building into 2019 Workforce Solutions for North Central Texas will retain and grow our business customer base.

**Strategies/Tactics**

Year 1: Dependent upon successful completion of SG1 - Review progress, develop strategies to fill gaps.
- How will you measure it? CRM activity, measures, referrals, business survey tools

Year 2: Review progress on retention, develop strategies to address issues.
- How will you measure it? CRM activity, referrals, business survey tools

Year 3: Review progress on retention, develop strategies to address issues.
- How will you measure it? CRM activity, referrals, business survey tools

Year 4: Review previous year activity, make necessary revisions.
- How will you measure it? CRM activity, referrals, business survey tools

**Total Estimated Cost**

- Business Development staff salaries

**Identified Resources**

- Business Development staff, contractor staff

**Identify Staff/Departments Involved**

- Business Development

---

Kent’s Strategic Issue Presentation: Enhance business engagement and human capital development by revamping the service delivery model based on a data driven system.

SMART GOAL

- Starting in May 2016 and into 2019 we will increase our capacity, visibility and value among targeted industries in the region.

**Strategies/Tactics**

Year 1: May 1, 2016 – September 30, 2016: Dependent upon successful completion of SG1 - Review progress, develop strategies to fill gaps.
- How will you measure it? CRM activity, referrals, business survey tools

Year 2: Review progress on retention, develop strategies to address issues.
- How will you measure it? CRM activity, referrals, business survey tools

Year 3: Review progress on retention, develop strategies to address issues.
- How will you measure it? CRM activity, referrals, business survey tools

Year 4: Review previous year activity, make necessary revisions.
- How will you measure it? CRM activity, referrals, business survey tools

**Total Estimated Cost**

- Business Development staff salaries

**Identified Resources**

- Business Development staff, contractor staff

**Identify Staff/Departments Involved**

- Business Development

---

Kent’s Strategic Issue Presentation: Enhance business engagement and human capital development by revamping the service delivery model based on a data driven system.

SMART GOAL

- By January 2017 the Business Development Supervisors and Liaison staff will have a full comprehension of and practical capability with the Skills Development Fund (SDF) process and the ability to articulate the benefits of a SDF to targeted business leaders in any forum.

**Strategies/Tactics**

Year 1: Facilitate staff and stakeholders on the SDF process, referrals, and alignment with state and local goals.
- How will you measure it? Connections, referrals and funded awards tracked through CRM

**Total Estimated Cost**

- Business Development staff salaries

**Identified Resources**

- Staff time and use of CRM technology

**Identify Staff/Departments Involved**

- Business Development Staff
Debbie’s Kosarek Strategic Issue Presentation: Improve organizational focus, communication and leadership decision making

SMART GOAL

- **By September 2019,** establish and implement a project governance system that will utilize defined criteria that aligns with the Board’s mission, vision and values to focus on the selection, prioritization and implementation of Board level projects.

**Strategies/Tactics**

**Year 1:**
- Define a project governance system and process map it
- How will you measure it? Charter/unit profile complete with department consensus
- Year 1:
- Each unit will have a charter/unit profile and review with department consensus
- How will you measure it? Charter/unit profile complete with department consensus
- Year 2:
- Align job descriptions with charters
- How will you measure it? Job descriptions are aligned
- Year 3:
- Implement strategies
- How will you measure it? Implementation of strategies
- Year 4:
- Review and refine process
- How will you measure it? Review complete and refinements implemented

**Total Estimated Cost**
- Staff training estimated cost $5,000
- Consultant estimated cost $5,000

**Identified Resources**
- **Staff time and technology as needed**

**Identify Staff/Departments Involved**
- WD department, HR and Debra Murry

---

**Debbie’s Kosarek Strategic Issue Presentation: Improve organizational focus, communication and leadership decision making

SMART GOAL

- **By September 2017,** develop written charter that clearly defines the purpose, role, responsibilities and lines of authority of each unit so the right people can be included in decision making.

**Strategies/Tactics**

**Year 1:**
- Each unit will have a charter/unit profile and review with department consensus. Define how each unit contributes to Business Engagement, Talent Development and Workforce Deployment.
- How will you measure it? Charter/unit profile complete with department consensus
- Year 2:
- Align job descriptions with charters
- How will you measure it? Job descriptions are aligned

**Total Estimated Cost**
- Staff time and technology as needed

**Identified Resources**
- **WD department, HR and Debra Murry**

---

**Debbie’s Kosarek Strategic Issue Presentation: Improve organizational focus, communication and leadership decision making

SMART GOAL

- **By September 2019,** craft and institutionalize a decision making/communication plan that includes expectations and modalities.

**Strategies/Tactics**

**Year 1:**
- Assess current communication, process map communication and identify gaps
- Review strategies to address gaps
- How will you measure it? Assessment complete, process map complete, gaps identified
- Year 2:
- Develop strategies to address gaps
- How will you measure it? Strategies developed
- Year 3:
- Implement strategies
- How will you measure it? Implementation of strategies
- Year 4:
- Review and refine process
- How will you measure it? Review complete and refinements implemented

**Total Estimated Cost**
- Staff training estimated cost $5,000
- Consultant estimated cost $5,000

**Identified Resources**
- **All WD department**
Dana's Strategic Issue Presentation: Develop and maintain a sustainable plan for IT infrastructure and the foundation technology platforms that run on it.

**SMART GOAL**

- By end of September 2016, develop and implement an equipment replacement strategy that effectively manages risk.

**Strategies/Tactics**

**Year 1:**
- Adopt a multi-year replacement plan established by RIS.
  - How will you measure:
    - Measure the percentage of equipment covered under warranties and overall equipment review on established schedule.
    - Review annual budgets to identify warranty related costs and planned replacement cost (e.g. physical equipment, licenses, leases, etc.).

- Continue the multi-year equipment replacement plan as established and re-evaluate as appropriate due to continuously changing technology.
  - How will you measure:
    - Measure the percentage of equipment covered under warranties as well as overall equipment review on established schedule.
    - Review annual budgets to identify warranty related costs and planned replacement cost (e.g. physical equipment, licenses, leases, etc.).

**Total Estimated Cost**

- Approximately $21,000 identified in FY16 for projected replacement costs for various types of equipment necessary to maintain the Workforce Development technology infrastructure.

**Identified Resources**

- Funding, staff time, IT consultants
- Identify Staff/Departments Involved:
  - RIS staff, Admin staff, WD staff, and outside consultant services

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**Questions or Comments?**

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Background

Workforce Solutions for North Central Texas is required to develop strategies to target high-growth and emerging occupations that are critical to the local economy. The proposed list is based on economic indicators validated by training providers and economic developers throughout the region. The list is used to guide workforce customers to appropriate and economically relevant occupational training. The list enables individuals to make informed decisions about training for careers that likely have a good return on investment.

Information

Development of the regional plan requires that Boards utilize economic data that supports the inclusion of the targeted industries and occupations. Some of the tools used include, but are not limited to:

- Standardized Occupational Components for Research and Analysis of Trends in Employment System (SOCRATES)
- Texas Industry Profiles
- TRACER
- Wanted Analytics
- Economic Modeling Specialist, Intl (EMSI Software)

Use of these tools ensure valid, comparable information on target industries and targeted occupations, and help more accurately describe workforce needs and activities in the region.

High-growth industries are identified by NAICS code using a Shift-Share Analysis. This tool ranks industry groups that have strong employment growth and comparative advantage, based on local versus national shares of employment in the recent past. It provides useful interpretive reports using the Board’s own data.

An Industry Evaluation tool provides an alternate way of examining the industry groups based on projected short-term and long-term growth. It also provides ranking for location quotients and average weekly wage.

The Occupational Evaluation tools provide a means of reviewing occupations, ranking occupations with individual indicators or multiple indicators using weights and filtering occupations in the area. Indicators that are considered in the ranking include projected employment growth and growth rate, projected annual average job openings due to growth and replacement, average wages and location quotient.

Once an analysis been completed and a preliminary list has been developed, community colleges and economic development partners validate the list to provide local wisdom and ensure that training programs are available or can be developed.

Recommendation

It is recommended that the Workforce Board of Directors adopt the Targeted Occupations List for PY-2015-2016.

Effective Date: October 1, 2015
<table>
<thead>
<tr>
<th>College Name</th>
<th>County</th>
<th>Workforce Center</th>
<th>Business Partner(s)</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
<th>Grant Award</th>
<th>New Hire Trainees</th>
<th>Existing Trainees</th>
<th>Project Status</th>
</tr>
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<tbody>
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<td>Collin</td>
<td>Plano</td>
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<td>-</td>
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<td>Plano</td>
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<td>Johnson</td>
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<td>GE Manufacturing Solutions (amendment)</td>
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<td>Peco Facet</td>
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</table>

**Total Dollars in Active Contracts**  
$4,342,270

**Total Dollars Pending Award**
## North Central Texas Businesses in Other SDF Grants

<table>
<thead>
<tr>
<th>College Name</th>
<th>County</th>
<th>Workforce Center</th>
<th>Business Partner(s)</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
<th>Project Status</th>
<th>College Contact</th>
</tr>
</thead>
<tbody>
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<td>Cleburne</td>
<td>Texas Health Harris Methodist Hospital HCI</td>
<td>8/29/2014</td>
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<td>El Centro College</td>
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<td>DCCCD</td>
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<td>Texas Health Harris Methodist Hospital HCI</td>
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<td>8/31/2015</td>
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<td>DCCCD</td>
<td>Kaufman</td>
<td>Terrell</td>
<td>Texas Health Presbyterian Hospital HCI</td>
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<td>Medical Center of Lewisville HCI</td>
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<td>8/31/2015</td>
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<td>El Centro College</td>
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<tr>
<td>DCCCD</td>
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<td>Texas Health Presbyterian Hospital HCI</td>
<td>8/29/2014</td>
<td>8/31/2015</td>
<td>Active Contract</td>
<td>El Centro College</td>
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## Prospective SDF Business Partners

<table>
<thead>
<tr>
<th>College Name</th>
<th>County</th>
<th>Workforce Center</th>
<th>Business Partner(s)</th>
<th>Est. Grant Request</th>
<th>Est. Number of Trainees</th>
<th>Project Status</th>
<th>College Contact</th>
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<tbody>
<tr>
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<td>Rockwall</td>
<td>Rockwall</td>
<td>Special Products Manufacturing</td>
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<td>Waxahachie</td>
<td>Ash Grove Cement Company</td>
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</tr>
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<td>North Central Texas College</td>
<td>Ellis</td>
<td>Ellis</td>
<td>Sterllite</td>
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<td>Prady Mahale</td>
</tr>
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<td>Prady Mahale</td>
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<td>Paris Junior College</td>
<td>Hunt</td>
<td>Greenville</td>
<td>FSTI</td>
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<td>TBD</td>
<td>Prospecting</td>
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<td>Paris Junior College</td>
<td>Hunt</td>
<td>Greenville</td>
<td>Total Equipment</td>
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<td>TBD</td>
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</table>
## North Central Texas WDA
### Skills Development Fund Grant Activity

#### Completed SDF Contracts

<table>
<thead>
<tr>
<th>College Name</th>
<th>County</th>
<th>Workforce Center</th>
<th>Business Partner(s)</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
<th>Grant Award</th>
<th>New Hire Trainees</th>
<th>Existing Trainees</th>
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<td>Collin College</td>
<td>Collin</td>
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<td>31</td>
</tr>
<tr>
<td>Collin College</td>
<td>Collin</td>
<td>Plano</td>
<td>Natural Polymer, Advantage Machine, &amp; Network Engines, Inc.</td>
<td>4/15/2012</td>
<td>5/31/2013</td>
<td>$192,859</td>
<td>22</td>
<td>94</td>
</tr>
<tr>
<td>Collin College</td>
<td>Collin</td>
<td>Plano</td>
<td>Rapid Tooling, All Axis Machining, RF Precision, Applied Concepts</td>
<td>8/1/2013</td>
<td>1/31/2015</td>
<td>$176,758</td>
<td>10</td>
<td>129</td>
</tr>
<tr>
<td>Collin College</td>
<td>Collin</td>
<td>Plano</td>
<td>AVT Graphics Microsystems (Amended into Cheap Caribbean contract)</td>
<td>7/28/2014</td>
<td>4/30/2015</td>
<td>$96,184</td>
<td>3</td>
<td>71</td>
</tr>
<tr>
<td>Navarro College</td>
<td>Ellis</td>
<td>Ennis</td>
<td>Advanced Drainage Systems, Inc.</td>
<td>7/13/2012</td>
<td>8/31/2013</td>
<td>$31,430</td>
<td>0</td>
<td>26</td>
</tr>
<tr>
<td>Navarro College</td>
<td>Ellis</td>
<td>Waxahachie</td>
<td>Certainteed</td>
<td>2/15/2013</td>
<td>4/30/2015</td>
<td>$39,750</td>
<td>0</td>
<td>39</td>
</tr>
<tr>
<td>Navarro College</td>
<td>Ellis</td>
<td>Waxahachie</td>
<td>Polyguard</td>
<td>-</td>
<td>4/30/2015</td>
<td>$13,559</td>
<td>0</td>
<td>50</td>
</tr>
<tr>
<td>North Central Texas College</td>
<td>Denton</td>
<td>Denton</td>
<td>GE Manufacturing Solutions</td>
<td>3/1/2012</td>
<td>3/31/2013</td>
<td>$744,845</td>
<td>250</td>
<td>0</td>
</tr>
<tr>
<td>Paris Junior College</td>
<td>Hunt</td>
<td>Greenville</td>
<td>Atrium Co., C &amp; H, Cytec, Masonite, QMF, and Rubbermaid</td>
<td>5/1/2012</td>
<td>5/31/2013</td>
<td>$542,642</td>
<td>0</td>
<td>429</td>
</tr>
<tr>
<td>Ranger College (Stephenville)</td>
<td>Erath</td>
<td>Stephenville</td>
<td>Fibergrate Industries</td>
<td>5/1/2012</td>
<td>5/31/2013</td>
<td>$115,919</td>
<td>24</td>
<td>67</td>
</tr>
<tr>
<td>Ranger College (Stephenville)</td>
<td>Erath</td>
<td>Stephenville</td>
<td>FMC Technologies</td>
<td>7/15/2012</td>
<td>1/15/2014</td>
<td>$1,087,613</td>
<td>377</td>
<td>263</td>
</tr>
<tr>
<td>Ranger College (Stephenville)</td>
<td>Erath</td>
<td>Stephenville</td>
<td>Pal-Con, Schreiber Foods</td>
<td>8/15/2013</td>
<td>8/30/2014</td>
<td>$253,081</td>
<td>35</td>
<td>316</td>
</tr>
<tr>
<td>Weatherford College</td>
<td>Palo Pinto</td>
<td>Weatherford</td>
<td>PECO Facet</td>
<td>8/31/2013</td>
<td>4/30/2014</td>
<td>$476,076</td>
<td>51</td>
<td>241</td>
</tr>
</tbody>
</table>

**Total Dollars Awarded in Completed SDF Contracts since FY12**: $3,834,208

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### SDF Incentive Funds for North Central Texas WDA

<table>
<thead>
<tr>
<th>College Name</th>
<th>Business Partners</th>
<th>Incentive Dollars Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collin College</td>
<td>KWS Manufacturing, Moneygram</td>
<td>$5,000</td>
</tr>
<tr>
<td>Hill College</td>
<td>KWS Manufacturing</td>
<td>$5,000</td>
</tr>
<tr>
<td>Navarro College</td>
<td>Owens Corning, ASMO Manufacturing</td>
<td>$5,000</td>
</tr>
<tr>
<td>Weatherford College</td>
<td>PECO Facet</td>
<td>$5,000</td>
</tr>
<tr>
<td>Navarro College</td>
<td>James Hardie Building Products</td>
<td>$5,000</td>
</tr>
<tr>
<td>Navarro College</td>
<td>James Hardie Building Products</td>
<td>$5,000</td>
</tr>
<tr>
<td>Hill College</td>
<td>Sabre Tubular Structures</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

**Total Incentive Dollars Awarded**: $30,000
Agenda Item #5 - Executive Director’s Report

- FY2015 Financial Update
- Rapid Response
- Skills Certification Grant with Ranger College
- Alliance Opportunity Center (AOC) Grand Opening (September 16, 2015)
- Launch of new Website in October and Request for Feedback
- TAWB Meeting Update (August 19 – 21, 2015)
- Staff Recognition – Kent Andersen and Anabel Castillo-Soto
FY2015 Financial Update
EXECUTIVE SUMMARY
August 2015

Workforce Board, Staff, and Centralized Functions

As of August (eleventh month of FY 2015) the Board’s expenditures are approximately 15.7%, or $1.5 million below established benchmarks for this point of the fiscal year.

Staffing Update

A portion of the lower than anticipated expenditure levels are attributable to the personnel costs. These costs (salaries, fringe, and indirect costs) are approximately 6.8% or $312,000 behind August targets. This is primarily due to the following:

<table>
<thead>
<tr>
<th>Den Position</th>
<th>Date Vacant</th>
<th>Date Filled</th>
<th>Total Months Vacant in FY 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant II</td>
<td>10\1\14</td>
<td>2\16\15</td>
<td>4.6</td>
</tr>
<tr>
<td>Business Development Liaison</td>
<td>10\1\14</td>
<td>12\15\14</td>
<td>2.5</td>
</tr>
<tr>
<td>Workforce Research Specialist</td>
<td>8\10\15</td>
<td>Open</td>
<td>.7</td>
</tr>
<tr>
<td>Sr. Operations Specialist</td>
<td>7\18\15</td>
<td>Open</td>
<td>1.5</td>
</tr>
<tr>
<td>Workforce Facilities Coordinator</td>
<td>7\30\15</td>
<td>Open</td>
<td>1.1</td>
</tr>
<tr>
<td>Sr. Quality Assurance Specialist</td>
<td>5\27\15</td>
<td>Open</td>
<td>3.2</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>13.6</td>
</tr>
</tbody>
</table>

In addition to the above, the RIS (technology) group is approximately 15.0% behind established targets due to technology staff charging their labor to the Board at a lower rate than anticipated.

The potential budget savings due to the personnel exceptions mentioned above is estimated to be approximately $250,000 for the entire FY 2015. The savings is anticipated to be utilized for other Board projects occurring within FY 2015.

Child Care Quality Improvement

The Board approved $1.4 million within the FY 2015 budget to provide professional development training, equipment, and materials for selected child care staff and child care centers located within the Board’s fourteen (14) county region.

As of August 2015, these expenditures were approximately 44.4% or $634,000 behind established targets. It is projected that approximately $400,000 of the available budget will not be fully expended by the end of FY 2015 and will be proposed to be included within the FY 2016 budget.
$857,432 of special projects were approved for the FY 2015 budget which are approximately 49.0% or $400,000 behind target. Specific project details include the following:

- **Leasehold Improvements-$80,000 ($9,600 expended through August 2015 which is approximately 55.0% or $44,000 behind target) -** The Waxahachie Workforce Center is projected to receive new furniture and paint by the end of FY 2015. The project is vast majority of expenditures will occur at that time.

- **Software Development (Paperless workflow and Wi-Fi accessibility):**
  
  Paperless Workflow-$290,932 ($0 expended at this time, approximately 67% or $195,000 behind target)-Board staff are currently developing an RFP. This project may not be completed by the end of FY 2015 and unfinished portions are included within the FY 2016 budget proposal.

  Wi-Fi Accessibility within the Workforce Centers-$77,500 ($75,000 expended through August 2015 which is approximately 33.0% or $24,000 ahead of target) - The installation of the Wi-Fi related equipment and materials has been completed.

- **Website Redesign-$65,000 ($67,000 has been expended through August 2015 which is approximately 33.0% or $24,000 ahead of target) –** The visual design, technical specification, and the content gathering phases has been completed. The testing and training phase has now been initiated. The project is expected to be completed by October 9, 2015.

- **Regional Labor Market Study-$50,000 ($0 expended at this time, approximately 67.0% or $34,000 behind target) -** Board staff are collecting commitments from employment development organizations in our region for matching funds. An initial plan will then be established by the selected consulting firm detailing what will be included in the initial phase of this project. The Board’s portion of the project, $50,000, is projected to be expended by the end of FY 2015.

- **Child Care Call Center-$239,000 ($16,000 expended at this time, approximately 60.0% or $144,000 behind target) -** The necessary equipment, licensing, software upgrades, and other professional services that will be needed to complete the project have been identified. Final procurements have been completed and the completion of the project is projected by the end of FY 2015.

- **Instructional YouTube Video-$55,000 ($0 expended at this time, approximately 67.0% or $37,000 behind target) -** Board staff are researching the various applications available. This entire project may not be completed by the end of FY 2015 and unfinished portions will be included within the FY 2016 budget proposal.
Workforce Center Contractor

As of August (eleventh month of WNi’s contract) expenditures are behind established targets for the fourth quarter of FY 2015 by approximately 9.2% or $5.0 million. Below is a summary of grant noteworthy information:

- Child Care (Direct Care and Local Match) - Expenditures are currently behind established targets by approximately 12.0% or $4.1 million. Customer recertifications were suspended for three months (April-June) to allow front line staff to concentrate their efforts on enrolling new children. Since that time staff have concentrated efforts on completing the pending recertifications. It’s currently projected that the Board will meet the TWC target for the average number of children served per day even though an estimated $5.0 million of WNi’s FY 2015 child care budget will remain unexpended at the end of the fiscal year.

- WIA –Expenditures are currently behind established targets by approximately 4.3% or $458,000. The majority of the training and support budget has been encumbered and expenditures are projected to continue to increase the balance of the fourth quarter of FY 2015 as the encumbrances are liquidated.

- TAA-Expenditures are currently behind established targets by approximately 35.4% or 446,000. This funding is dedicated to address the layoffs occurring due to jobs being transferred outside of the U.S. Layoffs have not materialized at a rate to utilize the funding as projected for this point in the year.

The Board staff will closely monitor expenditure rates of both the Board and its workforce service delivery contractor for the balance of FY 2015. Board staff will work diligently with our workforce contractor, Workforce Network Incorporated, to ensure that the workforce programs are operating as effectively and efficiently as possible.
Rapid Response Report
## Hodges Trucking

**Employer:** Hodges Trucking

**City:** Alvarado

**County:** Johnson

**NAICS Code & Cat:** 48423010 Specialized Long Distance Freight Trucking

**Reason for Separation:** Other

**Business Description:**
- [www.hodgestrucking.net](http://www.hodgestrucking.net)
- Heavy machinery transport

**Dislocation Event:**
- **Notice Date:** 5/27/2015
- **LayOff Start Date:** 7/25/2015
- **Orientation Date:**

**Services Provided:**
- [Job Search](#)
- [LMI](#)
- [Community Resources](#)
- [Stress/Change Mgt](#)
- [Financial/Debt Mgt](#)

**Declined Services:** [Yes](#)

**Number of Workers Affected:** 67

**Number of Workers Served:** 0

## Wedge Energy Services (W)

**Employer:** Wedge Energy Services (W)

**City:** Joshua

**County:** Johnson

**NAICS Code & Cat:** 213112 Oil & Gas

**Reason for Separation:** Reorganization

**Business Description:**
- [www.wedgeenergyservices.com](http://www.wedgeenergyservices.com)
- Energy services provider

**Dislocation Event:**
- **Notice Date:** 7/2/2015
- **LayOff Start Date:** 9/4/2015
- **Orientation Date:** 7/23/2015

**Services Provided:** [Yes](#)

**Declined Services:**
- [Job Search](#)
- [LMI](#)
- [Application](#)
- [Resume](#)
- [Interviewing](#)
- [Networking](#)
- [Internet Use](#)
- [Community Resources](#)
- [Stress/Change Mgt](#)
- [Financial/Debt Mgt](#)

**Number of Workers Affected:** 46

**Number of Workers Served:** 26
Willhite Seed Company-RIF2

Poolville

Parker

8/21/2015

9/16/2015

9/9/2015

3

3

Notice Date: 8/21/2015
LayOff Start Date: 9/16/2015
Orientation Date: 9/9/2015

Number of Workers Affected: 3
Number of Workers Served: 3

TRADE Affected

TRADE Affected

Job Searc
LMI
Application
Resume
Interviewing
Networking

Internet Use
Community Resources
Stress/Change Mgt
Financial/Debt Mgt

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Visit our website for more resources:

www.willhiteseed.com

Retailer of garden seeds
As authorized by Section 551.071 to consult with the Board’s attorney for legal advice on any matter listed on the agenda, pending or contemplated litigation, settlement offers, or any matter in which the duty of the Board’s attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with the provisions of Chapter 551 of the Texas Open Meetings Act.
Bylaws, Section 9. Conduct of Meetings

When the Chair calls for “Other Business or “New Business”, a Board member may make a motion to place an item on the Board’s next meeting agenda. The motion must receive a second. If a second is made, the Board shall vote on it. It shall take a majority of the Board to approve adding it to the Board’s next meeting agenda. These steps are to ensure compliance with the Texas Open Meetings Act.
Overview of Operations presented by Dana Buckholt, Sr. Program Manager - Operations