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NOVEMBER BOARD AGENDA

CALL TO ORDER – Carter Holston, Chair (10:00 a.m.)

DECLARATION OF CONFLICT OF INTEREST

PUBLIC COMMENT

APPROVAL OF OCTOBER MINUTES

Discussion/Action

APPROVAL OF BYLAWS AMENDMENT TO INCREASE NUMBER OF BOARD DIRECTORS

Discussion/Action

(Attached to this Agenda, shall require a two-thirds (2/3) affirmative vote of the membership of WFSDallas present and voting at a duly held meeting at which a quorum is present and acting throughout to approve any modification, amendment, termination, or repeal. Notice of such a vote along with copies of proposed changes shall be forwarded with the notice of the meeting.) See Attached.

LEASE BRIEFING – Garland location

Discussion/Action

CLOSED MEETING Pursuant to §551.071, Texas Open Meetings Act If, during the course of the meeting covered by this agenda, the Board should determine that a closed meeting or session of the Board is required, then such closed executive meeting or session as authorized by the Texas Open Meetings Act (the "Act"), Texas Government Code Section 551.001 et seq., will be held by the Board at the date, hour, and place given in this agenda and notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following Texas Government Code sections: 551.071 Private consultation with Board's attorney; 551.072 Discussing purchase, leasing, or value of real property; 551.073 Discussing negotiated contracts for prospective gifts or donations (including private grants); 551.074 Discussing personnel or to hear complaints against personnel; 551.076 Considering the deployment, specific occasions for, or implementation of, security personnel or devices; 551.083 Considering the standards, guidelines, terms, or conditions the Board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups; or 551.084 Excluding witnesses from a hearing or proceeding. Should any final action, decision, or vote be required by the Board, in its discretion, with regard to any matter considered in such closed or executive meeting or session, then the final action, decision, or vote shall be either: (a) in the open meeting covered by the meeting notice upon the reconvening of the public meeting; or (b) at a subsequent public meeting of the Board upon notice thereof, as determined by the Board.

ACTION PURSUANT TO CLOSED MEETING

Discussion/Action

GENERAL DISCUSSION/OTHER BUSINESS

ADJOURN (11:00 a.m.) All times are approximate.

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

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**Review and Approval of Meeting Minutes
October 18, 2023 Board of Directors**

Directors Present	Directors Present (cont'd)	Directors Absent
Rebecca Acuña J. Susie Upshaw Battie Joanne Caruso Cristina Criado Rolinda Duran Lewis Fulbright Bessie Gray - <i>Virtual</i> Susan Hoff Terry Jones Dr. Justin Lonon	Ken Malcolmson Daniel Micciche Bill O'Dwyer, Past Chair Dev Rastogi, Vice Chair Diane Gomez-Thinnes - <i>Virtual</i>	Alan Cohen Nakia Douglas Magda Hernandez Carter Holston, Chair Stephanie Huerta Harry Jones, Treasurer Miguel Solis Michelle Thomas Ellen Torbert

MINUTES

Call To Order/Welcome

Vice Chair, Dev Rastogi called the Board of Directors' meeting to order at 7:43 a.m. and welcomed everyone to the Dallas Regional Chamber. A quorum was present.

Public Comment – None

Declaration of Conflict of Interest

Vice Chair Rastogi asked for Board of Directors' Declaration of Conflict of Interest on any of the Action Items, Rolinda Duran any TWC state matters, procurement and leases; J. Susie Upshaw Battie and Daniel Micciche, DISD; Dr. Justin Lonon, Dallas College; Rebecca Acuña and Susan Hoff any Child Care Group issues.

Chair Comments –Dev Rastogi, Vice Chair

Introduction and thanked everyone for in-person and virtual attendance. Mention of Judge Jenkins annual job fair and the slideshow prepared/presented during the meeting.

Task Force / Committee Updates:

Communications/Outreach, Chair Rebecca Acuña

Ms. Acuña mentioned her group is still gathering information. The goal is to continue to examine the customer journey, messaging, and look at the disparities between job centers.

Governance, Chair Joanne Caruso

The committee plans to review the bylaws/governance plan and provide updated documents with a goal of having a recommendation for the board in 6 months. Will schedule a meeting in the near future.

Strategic Planning, Chair Dan Micciche

The committee will continue to review the present strategic plan and make recommendations. To date, the group has three highly recommended facilitators to present to the Chair. Next step is to speak with Chair Holston regarding the budget and whether to secure a consultant group to suggest a strategic plan for WFSDallas.

Approval of Consent Agenda

Approval of the October 18, 2023, Board Minutes

Bill O'Dwyer made the motion to accept the October Board Minutes, as presented in the board packet. The motion passed with Ken Malcolmson seconding.

ACTION – Financials – Ashlee Verner, Chief Financial Officer/EVP

Employee Benefits

Ms. Verner stated that the health insurance for staff at the board office runs for a calendar year. BlueCross BlueShield is the current provider, and they have provided a renewal quote with a 7.2% increase 2023 vs. 2024. That brings us from \$550 thousand annually to \$590 thousand annually for this important employee benefit.

The board’s broker is currently working to price out services for us with other providers for comparison. Once quotes are confirmed, staff will review benefits for employee health, life, dental, and vision coverages.

It was recommended that the Board give authorization for the President and/or CFO to negotiate and sign for employee health, life and dental coverage based upon best price and continuity for our employees, as indicated above.

Rebecca Acuña made the motion to accept the above recommendation, as presented in the board packet. The motion passed with Ken Malcolmson seconding.

ACTION – Procurement - Connie Rash, Senior Vice President

Legal Services

WFSDallas released a procurement for legal services with a deadline of Thursday, September 7, 2023. Responsive proposals were received from two firms Barnes and Thornburg, LLP and Taylor, Olson, Adkins, Sralla & Elam, LLP (TOASE). The evaluation team interviewed the two firms with additional questions to clarify responses. After interviews and evaluation of written proposals, Barnes and Thornburg received the highest score with an average of 90.7. The term of the RFP offers legal representation for up to four years, staff will continually evaluate services to ensure that legal representation meets the needs of the Board.

It was recommended that the Board authorization to accept the response from Barnes and Thornburg, LLP to provide legal services.

Ken Malcolmson made the motion to accept the above recommendation, as presented in the board packet. The motion passed with Dan Micciche seconding.

Additional Child Care Quality Innovative and/or Professional Development Activities

WFSDallas released a procurement for Additional Child Care Quality Innovative and/or Professional Development Activities with a deadline of Thursday, October 5, 2023. We received six responsive proposals. Proposals were scored independently by a team of reviewers. The organizations listed below are recommended for contract negotiations or added to the approved vendors’ list:

Professional Development and Other Innovative Activities

Organization Name	Proposed Cost	Proposed Activity
Dallas College	\$621,025	CDA Prep. For Assessment Credit Courses, Administrative Cert., Child Development and Early Childhood Cert., AAS Degree Courses, BAS Degreed Courses, Online Texas Core Curriculum targeted to the early childhood workforce, TSI EdReady Preparation Course.
Educational Steps	First \$429,508	Child Growth and Development; Responsive Interactions and Guidance; Learning Environments, Planning Framework, Curriculum and Standards; Supporting Skill Development; Observations and Assessments; Diversity and Dual Language Learners; Family & Community Relationships; Health, Safety & Nutrition.

Correction to the Packet – Connie Rash, Sr. Vice President Briefed the board and referenced page 16). Ms. Rash highlighted an error on the above chart. **Educational First Steps** should be listed on the below Vendor’s List and **Wonderschool** should be listed in the Professional Development and Other Innovative Activities chart.

Vendors’ List

The following will be added to a vendors’ list available to child care providers with training available on an as needed basis. Training topics align with core competencies for early childhood professionals identified by the Texas Early Childhood Development System (e.g., child growth and development, observation & assessment, health, safety & nutrition, and developmentally appropriate curriculum). The approved vendors include:

- Camp Fire First Texas
- ElevatED Solutions
- Lakeshore Learning Materials, LLC
- Wonderschool

It was recommended that the Board give authorization to negotiate and contract with Dallas College and Wonderschool. In addition, approval to add selected vendors including Educational First Steps to provide authorized services, at reasonable rates, scheduled and delivered through October 2024, on an as-needed basis, pending receipt of funds and in accordance with state/federal policy.

Susan Hoff made the motion to accept the above recommendation – with the above noted corrections. The motion passed with Bill O’Dwyer seconding. Abstentions: Rebecca Acuña and Dr. Justin Lonon.

ACTION - Policy

No Local Flexibility (NLF)

Equal Opportunity

WFSDallas will edit all documents, as appropriate, to comply with the following Codes of Regulation as it relates to EO and Discrimination guidelines:

- 29 CFR 38.12 – Discrimination prohibited based on disability.
- 29 CFR 38.36 – Obligation to publish EO notice.
- 29 CFR 38.18 – Employment practices covered.
- 29 CFR 38.40 – Affirmative Outreach

Required WIOA Board Partnerships

WFSDallas will comply with WD letter [WD 22-23](#) for required partnerships to include: Carl D. Perkins (post-secondary career and technical education programs, community services block grant employment and training programs, Grantees of US Dept. of Housing and Urban Development E&T programs, Job Corp., Indian and Native American programs, YouthBuild, and Second Chance Act programs).

Planning for Individualized Instruction Initiative

TWC released guidance [WD 16-23](#) on opportunities through Planning for Individualized Instruction initiative to support child care programs in accessing child progress monitoring tools as part of a strategy to improve quality of child care.

Board Contract Year 2024 Federal Poverty Guidelines and State Median Income Amounts for Determining Eligibility and Parent Share of Cost for Child Care Services. WFSDallas will comply with [WD 24-23](#)

It was recommended that the Board give authorization to approve policies as noted above.

Board Contract Year 2024 Income Limit Eligibility Code Card for Child Care Services

Effective: October 1, 2023–September 30, 2024

Family Size	Gross Annual Income								
	100% FPG	150% FPG	175% FPG	185% FPG	200% FPG	55% SMI	75% SMI	80% SMI	85% SMI
1	\$14,580	\$21,870	\$25,515	\$26,973	\$29,160	\$27,017	\$36,842	\$39,298	\$41,754
2	\$19,720	\$29,580	\$34,510	\$36,482	\$39,440	\$35,330	\$48,178	\$51,390	\$54,601
3	\$24,860	\$37,290	\$43,505	\$45,991	\$49,720	\$43,643	\$59,514	\$63,481	\$67,449
4	\$30,000	\$45,000	\$52,500	\$55,500	\$60,000	\$51,956	\$70,850	\$75,573	\$80,296
5	\$35,140	\$52,710	\$61,495	\$65,009	\$70,280	\$60,269	\$82,185	\$87,664	\$93,143
6	\$40,280	\$60,420	\$70,490	\$74,518	\$80,560	\$68,582	\$93,521	\$99,756	\$105,991
7	\$45,420	\$68,130	\$79,485	\$84,027	\$90,840	\$70,141	\$95,647	\$102,023	\$108,400
8	\$50,560	\$75,840	\$88,480	\$93,536	\$101,120	\$71,700	\$97,772	\$104,290	\$110,809
9	\$55,700	\$83,550	\$97,475	\$103,045	\$111,400	\$73,258	\$99,898	\$106,558	\$113,218
10	\$60,840	\$91,260	\$106,470	\$112,554	*	\$74,817	\$102,023	\$108,825	\$115,626
11	\$65,980	\$98,970	\$115,465	*	*	\$76,376	\$104,149	\$111,092	\$118,035
12	\$71,120	\$106,680	*	*	*	\$77,934	\$106,274	\$113,359	\$120,444
13	\$76,260	\$114,390	*	*	*	\$79,493	\$108,400	\$115,626	\$122,853
14	\$81,400	\$122,100	*	*	*	\$81,052	\$110,525	\$117,894	\$125,262
15	\$86,540	*	*	*	*	\$82,611	\$112,651	\$120,161	\$127,671

*Families at these income levels are not eligible for Child Care and Development Fund (CCDF)–supported child care because these income figures exceed 85 percent of the state median income (SMI) for a family of the same size.

Dan Micciche made the motion to accept the above recommendation. The motion passed with Ken Malcolmson seconding. Abstentions: Rolinda Duran

ACTION: Endorsement of External Applications/Agreements Update

Status of External Grants:	
Funded, Pending and Un-funded	
US Dept. of Transportation	WFSDallas supported the Southwestern Medical District Corridor Green Initiative, and the Reconnecting Communities and Neighborhoods grant application for the Southwestern Medical District Green Park project.
City of Dallas	WFSDallas supported the larger Southwestern Medical District Corridor Green Initiative and the Texas Tree Foundation’s application for the 24’ City of Dallas Bond for the Southwestern Medical District Harry Hines/Inwood Interchange Reconstruction project.
US Environmental Protection Agency	WFSDallas supported a grant collaboration between Harris County and the Texas Solar for All Coalition, as part of the EPA’s Solar for All Initiative.
South Dallas Fair Park Opportunity Fund	WFSDallas supported a partnership with the Regional Hispanic Contractors Association. If selected for funding, a MOU will be developed within 60 days following grant award to support the partnership and negotiate specifics.
National Science Foundation (NSF)	WFSDallas supported the Dallas College and Tarrant County College NSF grant application that offers adult workers opportunities within the semiconductor industry. An accelerated workforce program that applies the FAME USA model.
Economic Development Administration	WFSDallas supported the SMU proposed Tech Hub centered in the Texoma region, including North Central Texas and Southern Oklahoma. The Texoma Semiconductor Innovation Consortium will respond to local and global needs for current and future semiconductor systems.
Economic Development Administration	WFSDallas collaborates with UTA and other partners in the DFW and Oklahoma regions for a Technology Hub Designation to create a Central Biomanufacturing Innovation Hub along the I-35 Corridor.

Economic Development Administration	WFSDallas supported Tarleton State University Center grant application serving the Dallas – Fort Worth Metro. Statistical Area. The Center will disseminate economic development data and policy research to inform legislative policymakers and stakeholders.
US Department of Labor and US Department of Justice	WFSDallas submitted a joint grant application with the Texas Workforce Commission and several other state-wide board areas to serve Hutchins and Seagoville locations in Dallas County to serve 200 participants with a budget of \$3,000,000 (phases 1-3).
Texas Workforce Commission – Self Sufficiency Grant Funds (SSF)	WFSDallas supported the SSF grant submitted by Aspires focused on upskilling opportunities within logistics and healthcare industries resulting in recognized credentials and employment opportunities with a total budget of \$499,360.
Texas Workforce Commission – Skills Development Grant Funds (SDF)	WFSDallas supported a Dallas College SDF grant which included a consortium of employers including On-Target, KPOST, MINT Dentistry, Kofile Tech., The Richards Group and VetIQ Staffing. Proposed skills training plans to upskill 114 new employees, and 724 current workers with a total budget of \$1,234,461.
US Dept of Labor	American GI Forum National Veterans Outreach Program submitted a grant to offer services to homeless veterans to include housing, employment assistance, job placement, economic opportunities, and support for family.
Federal Transit Administration Persistent Poverty	Dallas Area Rapid Transit submitted a grant application to support a new transit facility in the southern part of Dallas to enhance passenger access to the growing Reimagine Red Bird mixed use development and a new transit facility in the eastern part of Dallas. The funding will enable DART to quickly advance site planning, stakeholder collaboration and preliminary design for both proposed transit facilities.

It was recommended that the Board give authorization to ratify support for grant applications and partnership as presented above.

Bill O'Dwyer made the motion to accept the above recommendation. The motion passed with Lewis Fulbright seconding. Abstentions as noted.

Partnerships – Steven Bridges, Industry Communications Manager

Updates on the Education and Outreach Team success; recognition of the 3 team members present (one absent). Report on recent Texas Career Day where they partnered with 22 middle and high schools and connected the 872 students to 51 industry partners who provided them information about their industry. 2,227 adult stakeholders and 4,293 students in 104 presentations have been reached since January 2023. At the recent 6th annual “You’re Hired” job fair by Judge Jenkins, 618 job seekers and 60 employers were served. As well as 118 offers and 3 on the spot hires.

Innovations – Lynn Hoffman, Senior Innovation Manager

Update on the innovation projects (Patha, Google, Prologis, DFW Apprenticeship Accelerator, Digital Skills, Metrix Learning, LinkedIn, ED Tech Week) with numbers listed on pages 20-21 of the packet.

Performance/Economic Snapshot, Richard Perer, Research Manager

Mr. Perez gave an Eligible Training Provider Performance update indicated on pages 22-24. He mentioned Performance information is based on true wages from the State UI wage system for Entered Employment, Credential Obtainment and Median Earnings.

Based on the Board’s policy, staff conducts a Training Provider review annually and training programs that are missing two or more program goals are recommended for removal. Roadmaster Drivers School and some other truck driving programs have had an entered employment rate and credential rate that is lower than Board policy allows. The staff thinks that out-of-state employment is impacting the entered employment performance of the school and suggests that Equus request supplemental employment reports from all trucking schools.

Mr. Perez continued stating in every Board packet the Board includes the MPR, Monthly Performance Report from the Texas Workforce Commission. This is the Board's monthly report card for our contracted performance measures for the Dallas workforce system. *The grades are +P doing excellent, MP meeting performance and -P not meeting performance.*

We have not received the MPR for August. TWC is working on a redesign. The performance for August is similar to July and we are failing one measure, Claimant Reemployment.

- *MSG - The percent of Program Participants who (during the Program Year) were enrolled in an Education or Training program that leads to a recognized postsecondary credential or employment and who are achieving documented progress towards such a credential or employment.*
- *C&T Participants are those who entered employment and enrolled in career and training activities (almost all participants). This measure must hit 95% of the target by year end.*

Economic Snapshot

Mr. Perez referenced page 25 of the board packet and highlighted the following points.

- The report is continuing to evolve, Texas Labor Participation continues to increase and is the highest level for August going back pre-pandemic.
- Dallas County Unemployment Rate is at 4.3%, up since last month but in line with State levels. Notice that Texas has a higher Unemployment rate than the US. Experts say that an expanding labor force that has a strong domestic migration into the state is the reason.
- Looking at job posting comparison for August year over year for the past few years. Job openings are still strong for August at 10,176 but they have cooled off from last year's number of 17,194.

Child Care

Mr. Perez referenced the Child Care Quality Dashboard is the big increase in TRS providers and the number of children in TRS providers. Both are the highest they have been in years.

Quality Assurance & Oversight - Rebecca Monnette, Quality Assurance Manager/EO Officer

Ms. Monnette briefed the board of directors on the Quality Assurance and Oversight report on page 27 stating that the Dallas College review was completed and pending the monitor report.

Both the SNAP and TANF reports are completed with the main concerns in the areas of case closures and the timely initiation of penalties. A follow-up review will be done at the end of the month to ensure improvement.

Regarding fiscal reviews: the following reviews are ongoing: Equus, Dallas College and Wilkinson Center.

The ChildCareGroup (CCG) review has been finalized with concerns in the following areas: Merit increases/fringe benefits were not calculated correctly; incomplete procurement documents and some charges were in the incorrect contract period. These errors resulted in a total questioned cost of \$690.33 which CCG has reimbursed the board. TWC Subrecipient monitoring will be conducting the annual review during the week of November 6, 2023.

Board transitioned to the 2023 Workforce Solutions Greater Dallas annual Awards Ceremony

Remarks from Judge Clay Lewis Jenkins followed by the Awards Presentations

Board of Directors entered a Closed Session Meeting Pursuant to 551.071, Texas Open Meeting Act

Closed Session convened at 8:21 a.m.

Adjourned at 8:54 a.m.

Action Pursuant to Closed Meeting - None

General Discussion/Other Business – None

The board meeting adjourned at 9:02 a.m.

**FIRST AMENDMENT TO
THE SECOND AMENDED AND RESTATED BYLAWS
OF THE DALLAS COUNTY LOCAL WORKFORCE DEVELOPMENT BOARD**

This First Amendment to the Second Amended and Restated Bylaws (the “Bylaws”) of The Dallas County Local Workforce Development Board, Inc., a Texas nonprofit corporation (“Company”), has been duly adopted by the Board of Directors in accordance with the provisions of Article X of the Bylaws and the Texas Business Organizations Code, effective November __, 2023.

WHEREAS, the membership of the Company’s board of directors (“Board”) shall conform to and comply with Texas statutes, as amended and the corresponding rules or regulations of the Texas Workforce Commission;

WHEREAS recent amendments to Texas statutes that apply to the Company require that the membership of the Board be increased to comply with the Texas WIOA (S. B. 642) as amended, without limitation, by H.B. 1863 (2023); and

WHEREAS FURTHER, the Company desires to amend Sections 4.1 and 4.2 of the Company’s Bylaws in order to comply with the aforementioned recent amendment to the Texas statutes and corresponding rules or regulations of the Texas Workforce Commission applicable to the Company;

NOW, THEREFORE, the Company’s Bylaws are hereby amended as follows:

1. Section 4.1 and 4.2 of the Company’s Bylaws are hereby amended to read such provisions entirety as follows:

“Section 4.1 Number of Directors. The membership of the WFSDallas Board of Directors ("Board") shall be established in accordance with the WIOA or its successors and amendments, Texas legislation governing workforce development, S. B. 642, and amendments of H. B. 1863, and shall be twenty-nine (29) members.

Section 4.2 Sector Representatives. A majority of the Directors shall be appointed as representatives of private business and industry.

Not less than fifteen percent (15%) of the Directors shall represent organized labor and/or community-based organizations, at least two education representatives, one at the secondary level and one at the postsecondary level and one Director shall represent each of the following areas: rehabilitation agencies, economic development agencies, public assistance agencies and public employment services, adult basic and continuing education, child care workforce and such other categories as may, from time to time, be designated by the Chief Elected Officials or by rule or regulation of the Texas Workforce Commission.”

2. All other terms remain unchanged, unmodified, and without revision.

CERTIFICATION

The undersigned, being the secretary of Company, hereby certifies that the foregoing Second Amendment to the Bylaws was duly adopted by the Company Board of Directors effective on November __, 2023.

Name: _____
Title: Secretary of the Company