WORKFORCE SOLUTIONS MIDDLE RIO GRANDE

PO Box 760 ~ 216 W Main ~ Uvalde ~ Texas ~ 78802 ~ 830-591-0141 ~ 830-591-0004 fax

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Workforce Solutions Middle Rio Grande Board Meeting
Thursday, April 10, 2025 @1:00 PM
Workforce Board Room
216 W. Main St., Uvalde, Texas 78801

Board of Directors
Executive Committee

Christopher Hiller
Chairperson
Private Sector

Laura Lopez
Vice Chairperson
Private Sector

Jesse Martinez Jr.
Secretary
Private Sector

Myrta Garcia
Treasurer
CBO

Rodrigo Jaime
Parliamentarian
Private Sector

Rosie Lozano
Executive Director

I. Call Meeting to Order

II. Invocation

III. Roll Call

IV. Introduction of Guest

V. Public Comment

VI. Approved Minutes for: February 13, 2025, pg. 1-6

VII. Old Business

VIII. New Business

A. Executive Committee – Christopher Hiller, Board Chairman

Action Items:

1. Ratification – Review/Approve Workforce Board 2025-2028 State Plan, pg. 7-63
2. Review/Approve – Lease agreement for Eagle Pass office for a five-year term with a potential extension of additional 5 years, pg. 64
3. Review/Approve – Renewal lease with Transfr Inc. for Career Exploration Headsets for a 3 year lease in the amount of $116,004.00, pg. 65-66
4. Review/Approve renewal of the JCA Law, PLLC for year 2 of a 3 year contract; April 13, 2025-April 12, 2026, pg. 67

Workforce Solutions Middle Rio Grande is an equal opportunity Employer / Program. Auxiliary aids and services are available upon request to individuals with disabilities. TTY/TDD via Relay Texas: 711/TDD: 1-800-735-2989 / Voice: 1-800-735-2988

Information Item:

1. Update on Lease Agreements –Crystal City Office
2. Approval of H1 Budget from TWC, pg. 68
3. Update on Board Membership, pg. 69 - 70
    A. New Appointments – None
    B. Resignations – Mr. Manuel Estrada
    C. Reappointments – None
    D. Vacancies – 2 Vacancies

B. Finance and Audit Committee -Myrta Garcia, Chairperson
Action Item:

1. Review/Approve February 2025 WFSMRG Fiscal Agent Expenditure, pg. 71-74
2. Review/Approve WFSMRG Board Mid Year Budget, pg. 75
3. Review/Approve Garza/Gonzales &Associates annual Workforce Board Audit for year ended Sept. 30, 2024, pg. 76-153
4. Review and/or Approve Workforce Contracts: pg. 154
    A. 2725WPA – Wagner-Peyser Employment Services – March 1, 2025 – December 31, 2025 $7,032.
5. Review/Approve WFB Fiscal Policies:
    a. FISCAL21 Chg. 1 – Procurement/Purchase Order, pg. 155-184
    b. FISCAL002 Chg. 2 – Financial Monitoring, pg. 185-191
6. Board Financial & Data Analyst monitoring report, pg. 192-193

Information Items: None

C. Child Care Committee – Margot Mata, Chairperson

Action Item:

1. Child Care Quality purchases, pg. 194
    A. Multicultural Kits – $10,905.20
    B. Child Development Associate (CDA) Scholarships $75,125.00

Information Items:

1. Child Care Report, pg. 195-196

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D. Monitoring and Oversight Committee -Juan Martinez, Chairperson

Action Items:

1. Board Monitoring Reviews: December 2024 & January 2025
   A. SNAP, pg. 197-200
   B. Choices, pg. 201-203
   C. WIOA, pg. 204-206
   D. Childcare, pg. 207-209

Information Items:

1. WFS program Report, pg. 210
2. PIA(s): pg. 213
   a. Adult Q2 Employed
   b. Adult Q4 Employed
   c. Youth Employed/Enrolled Q2
   d. Youth Employed/Enrolled Q4
   e. Youth Credential
3. February 2025 Virtual One Stop-VOS Greeter Report, pg. 214
4. Student Navigator Report, pg. 215-216

E. Economic Development Committee -Laura Lopez, Chair

Action Items: None

Information Items:

1. Middle Rio Grande Labor Local Area Employment Statistics Report, pg. 217
2. Middle Rio Grande Labor Market Information, pg. 218

F. Executive Director's Report - Rosie Lozano, pg. 219-220

G. MRGDC Executive Director's Report - Michelle Garcia, pg. 221-225

H. Other Business

I. Adjourn

Note: To sign up for Public Comment please call Board Office at 830-591-0141

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Meeting Notice Closed or Executive Session

If during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this 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 subjects and for any and all purposes permitted by Sections 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

a) Section 551.084 - For the purpose of excluding witnesses or witnesses from a hearing during the examination of another witness.
b) Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
c) Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property.
d) Section 551.073 - For the purpose of considering a negotiated contract for a prospective give or donation.
e) Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
f) Section 551.076 - To consider the deployment, or specific occasions for implementation of security personnel or devices.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such a closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

a) the open meeting covered by this notice upon the reconvening of this public meeting, or
b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Workforce Solutions is an Equal Opportunity Employer/Program

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Workforce Board of Directors
Committee List

APRIL 10, 2025

Economic Development	Child Care	Monitoring and Oversight	Finance and Audit	Executive
9:00 am	**9:30 am**	**10:00 am**	**10:30 am**	**11:00 am**
Jorge Ramon, II*	Margot Mata*	Juan Martinez*	Myrta Garcia*	Christopher Hiller*
Michael Grooms	Lydia Seiple	Sara Rivas	Ernest Flores	Laura Lopez
James Glasscock	Nancy Rodriguez	Yolanda Ramon	Sergio Diaz	Jesse Martinez, Jr
Laura Lopez	Arturo Gonzales	Romelia Aranda	Aaron Valdez	Myrta Garcia
Christopher Hiller	Monica Gonzales	W.B. Samson	Larry Martin	Rodrigo Jaime
Jesse Martinez, Jr.	Dora A Garza	Monica Gonzales	Rodrigo Jaime	
Rogelio Gonzalez	Manuel Estrada	Timothy Grant		
Blanca Larson		Jessie Rizo		

*Committee Chairs

Workforce Solutions Middle Rio Grande Board
MINUTES

BOARD OF DIRECTORS' MEETING

In Person / Virtual — Civic Center (Cactus Room)
February 13, 2025 — Thursday 1:00 PM

OFFICERS PRESENT:
Christopher Hiller, Chairperson, Private Sector, Eagle Pass
Rodrigo Jaime, Parliamentarian, Private Sector, Carrizo Springs
Myrta Garcia, Treasurer, CBO, Cotulla
Laura Lopez, Vice-Chair, Private Sector, Crystal City
Jesse Martinez, Jr., Secretary, CBO, Carrizo Springs

MEMBERS PRESENT:
Timothy Grant
Ernest Flores
Margot Mata
Juan Carlos Vázquez
James Glasscock
Rogelio Gonzales
Juan Martinez
Arturo Gonzales
Monica Gonzales
Nancy Rodriguez
Aracely Castle
Lydia Sieple
Jesse Rizo
Michael Grooms
Dana Johnson
Aaron Valdez
Shelly Collins

MEMBERS ABSENT:
Manuel Estrada
Cecil Snowden
Blanca Larson
Jose Barajas
Larry Martin
Sergio Diaz
Sara Rivas
Yolanda Ramon
Romelia Aranda
Dora Garza Velasquez
Wendall Sansom

J.J. Suarez
Jorge Ramon

OTHERS PRESENT:
Rosie Lozano
Nereida Santos
Barbara Lopez
Roxanne Gonzalez
Marisa Cervantes
Michelle García
Arianna Gonzalez
Betsy Prado
Marcos Gonzales
Bobby Castillo
Brenda Gonzales

I. CALL TO ORDER
Christopher Hiller, Board Chair, called the meeting of the Workforce Solutions Middle Rio Grande Board of Directors to order at approximately 1:10 PM.

II. INVOCATION
The invocation was made by Juan Martinez.

III. ROLL CALL
Rosie Lozano called roll, and twenty-two (22) board members were determined to be present. Having established a quorum, the following business was transacted.

IV. INTRODUCTION OF GUEST (S)
No Guest

V. Public Comments
No public Comments

VI. APPROVE MINUTES FOR: December 12, 2024
Rodrigo Jaime motioned to approve the minutes and Juan Carlos Vasquez seconded the motion. Motion carried.

VII. Old Business
None

VIII. New Business

A. Executive Committee – Christopher Hiller, Board Chairman

1. Action/Recommendation on in region travel allowance in the amount of $1,200 per month effective February 2025 for Workforce Solutions Middle Rio Grande Board Executive Director, Rosie Lozano.

   Myrta Garcia made a motion to approve, and Juan Martinez seconded the motion. Motion Carried.

2. Authorization for Executive Committee to review/approve Workforce Board 2025-2029 State Plan at a special meeting and to present to the Board at the next Board of Director's meeting.

   The State Plan is due for submission in March, but since there is no Board meeting scheduled for that month, authorization from the Executive Committee is being requested. Once the plan reaches its draft form, it will be opened for public comment and then presented to the CEOs at the end of the month. Once finalized, the State Plan will be presented at the next board meeting.

   Juan Martinez motioned to approve, and Juan Carlos Vasquez seconded the motion. Motion Carried

3. Review/Approve Annual Financial Monitoring Review from Diaz, Smith and Associates for September 1, 2023, through August 31, 2024.

   The report highlighted three findings, which Betsy and Rosie provided further explanations for during their discussion.

   Ernest Flores motioned to approve, and Michael Grooms seconded the motion. Motion Carried.

Information Item:

1. Update Lease Agreement – Eagle Pass and Crystal City
2. Update on Board Membership
   a) New Appointments – Submitted to TWC
   b) Resignations
   c) Reappointments
   d) Vacancies – there are 3 vacancies in Uvalde County. See attached WFSMRG Board Worksheet and TWC Report Card.
3. Update on Committees

Rosie reported that the Crystal City office does not meet ADA compliance standards. Although the Board members do not wish to close the office, they have requested Rosie to conduct a survey to understand why Crystal City residents are visiting the Carrizo Springs office instead. Additionally, the Board has asked Rosie to search for a new location for the Crystal City Center.

B. Finance and Audit Committee -Myrta Garcia, Chairperson
Action Item:

1. Review/Approve December 2024 WFSMRG Fiscal Agent Expenditure

Betsy went over the reports, expenses, and budget. The Board has requested a more detailed breakdown of expenses, including specifics on what is included in each category.

Juan Martinez motioned to approve, and Juan Carlos Vasquez seconded the motion. Motion Carried

2. Review and/or Approve Workforce Contracts: 2724WPA Amend #4 – Wagner-Peyser Employment Services – December 21, 2024 – February 28, 2025

It was the only contract received that did not include additional funding, serving instead as an extension to utilize the remaining funds. Tim Grant provided further details about the Wagner-Peyser Employment Services program.

Laura Lopez motioned to approve, and Monica Gonzalez seconded the motion. Motion Carried.

3. Review/Approve WFB Fiscal Policy – FISCAL07 Chg. 1 – Accounts Payable

TWC Audit Resolution proposed adding a provision to the policy stating that the Board will be prohibited from paying late fees.

Laura Lopez motioned to approve, and Rodrigo Jaime seconded the motion. Motion Carried

4. Board Financial & Data Analysis monitoring report

No error rate to report, just a recommendation to purchase a safe for the Crystal City office for the incentive cards.

Laura Lopez motioned to approve, and Rodrigo Jaime seconded the motion. Motion Carried

Information Items:

None

C. Child Care Committee – Margot Mata, Chaired

1. Review/Approve WFBCC06 Chg. 1 – Fraud Fact-Finding Recoupment Policy.
Policy needed to be updated to reflect FDCM letter issued on April 26, 2024.

Juan Martinez motioned to approve, and Laura Lopez seconded the motion. Motion Carried.

Information Items:

1. Child Care Report

D. Monitoring and Oversight Committee -Juan Martinez, Chairperson

Action Items:

1. Board Monitoring Reviews for October and November 2024:
    A. SNAP
    B. Choices
    C. WIOA
    D. Childcare

The corrective action plan approved at the last Board meeting will be followed.

Rodrigo Jaime motioned to approve, and Michael Grooms seconded the motion. Motion Carried.

2. Review/Approve WFB Policy:

A. ADMIN02 Chg. 4 – Work Experience/Subsidized Employment

Changes/updates made to policy: If, based on a client's assessment, the need to increase the time limits or rate of pay for an individual work experience site be established, then the Workforce Solutions Program Director may approve an increase to the duration period for the WIOA participants time limits with justification annotated in the IEP. The Workforce Solutions Program Director may also adjust the standard rate of pay. This also must be annotated in the IEP.

Laura Lopez motioned to approve, and Ernest Flores seconded the motion. Motion Carried.

Information Items:

1. WFS program Report
2. January 2025 Virtual One Stop-(VOS) Greeter Report
3. Youth Coach Report
4. Student Navigator Report

Rosie stated that she has not received any MPR reports from TWC. The Board intends to hire two new Youth Coaches, although the funding for these positions is set to expire in October 2025.

E. Economic Development Committee-Laura Lopez, Chairperson

Action Items:

None

Information Items:

1. Middle Rio Grande Labor Local Area Employment Statistics Report
2. Middle Rio Grande Labor Market Information

F. Executive Director's Report - Rosie Lozano

Rosie briefly went over her report that was provided in packet.

G. Executive Director's Report - Michelle Garcia

Michelle briefly went over her report that was provided in the packet.

H. Other Business

None

I. Adjourn

Rodrigo Jaime made a motion to adjourn and seconded by Monica Gonzalez Motion carried. Adjourn at 2:56 pm.

_____ _____

Jesse Martinez, Jr. Date
Secretary

Middle Rio Grande Workforce Development Board Plan
Program Years 2025–2028

PART 1: BOARD VISION AND STRATEGIES

A. Vision and Goals

References: WIOA §108(b)(1)(E); 20 CFR §679.560(a)(5)

Board Vision:

The vision which the Workforce Solutions Middle Rio Grande Board (Board) will pursue in its endeavors is of a region in which all residents have the greatest possible opportunity for full and effective economic participation, private enterprise has the maximum opportunity to grow and develop in an orderly manner, and public services are organized and delivered in the most efficient and cost effective manner possible; a region in which all people have the greatest possible opportunity for economic advancement, businesses have the broadest possible opportunity to grow and develop, and government has the highest possible capacity to provide quality public service without constituting a burden on either the people or the economy.

The Board has determined that the best way to serve job seekers is to provide employer-driven workforce development services. These services focus on employers' need for a knowledgeable, skillful workforce to help business become productive and competitive both locally and in the global market. Job seekers benefit from this perspective as more employment opportunities become available to job seekers through business success and growth resulting in increased employer participation in the workforce system and increase employment opportunities for job seekers. The One Stop Services contractor will be charged with assisting the Board in its implementation of an employer driven One Stop Services.

Board Goals:

Goal One: Develop a local employment and training system where employers and job seekers choose the workforce center system as the first choice in meeting their employment needs.

Objectives:

1. To develop a fully functioning one stop career center system that streamlines employment related services and provides services to all job seekers and employers in a hassle-free, user-friendly environment driven by customer need.
2. Increase the availability of services in the region.
3. Enhance the quality of services in the region.

Goal Two: The workforce of the Middle Rio Grande Workforce Development Area will possess the necessary skills and education to meet the present and future needs of employers.
Objectives:

1. To develop and maintain an employment and training system that produces qualified applicants with the necessary skills to fill existing and future jobs.
2. To improve relations with the employer community and better understand their needs.
3. To enhance the workforce development area's employment opportunities.
4. To help improve the quality and quantity of training opportunities for residents.
5. To enforce accountability for placement among education and training providers for the customers they serve.
6. To listen to workforce investment system partners to learn the workforce needs of the community and address these needs through improvements in workforce center service delivery.

Goal Three: The Board will develop a collaborative partnership between education, business, economic development and the community in general to address the skill requirements of the current and emerging workforce.
Objectives:

1. Ensure that all students are provided with opportunities to develop high levels of academic and technical competence.
2. Provide opportunities for all students to gain practical work and learning experience outside of the classroom.
3. Assist eligible youth to make informed career choices by offering a broad variety of career exploration opportunities involving business, industry, parents, teachers, counselors, administrators and community organizations.
4. Create a core service mix that is sequential, comprehensive, and includes strong work ethics, workplace foundation skills, and value-added occupational skills training.
5. Establish a workforce development structure that assures the integration of economic development and workforce development.
6. Attract broader community and economic development resources to improve economic opportunities in the region.

Goal Four: Ensure the success of workforce development programs through accountability, evaluation, and rigorous continuous improvement.
Objectives:

1. All workforce development performance criteria will be exceeded by WFMRG contractors.

2. Establish and maintain a data analysis and reporting capability to keep the Board apprised of the program successes and areas in need of improvement.
3. Create and access staff development opportunities.

B. Board Strategies

References: WIOA §108(b)(1)(F); 20 CFR §679.560(a)(6));

Board Strategies:

Adult Education and Literacy

The Board also has a close collaboration with Southwest Texas College GED/AEL program. When clients are identified with this barrier, referrals are made immediately to the GED/AEL program. Thirty-three customers were assisted with GED/AEL programming last year.

The Board and its workforce center system contractor WFSMRG will integrate and collaborate with Title II -Adult Education by:

- Broadening the focus of adult education, literacy, and English language barrier to provide referral services to include transition to postsecondary education and employment.
- The referral system has become a vital benefit in our partnership arrangements. People tend to trust businesses they already know. This means that with a partner's recommendation and referral, their clients automatically invest trust in your organization and by creating an exclusive network between partner organizations and/or Institutions these valuable recommendation and referral practically double the client base for each side. Joint promotions and advertising reflect solid relationships and partnerships.
- Referrals potentially lead to adult education activities that "help eligible individuals transition to postsecondary education and WIOA education and training or employment, or for concurrent enrollment activities," so long eligibility and requirements are met.
- Encourage the use of Integrated education and training and workforce preparation activities.
- Engage in innovative adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career information. This will help adult learners obtain college credits and achieve basic skill gains.

WFSMRG has integrated it services with Southwest Texas College -AEL by inviting and conducting GED classes at our four larger workforce centers. The

class consists of workforce staff providing a morning filled with information and presentations to GED students to include but not limited to building soft skills, critical thinking, digital literacy and self-soft management skills. Hands-on activities consist of using the Texas Works for researching occupations of their interest and focusing on demand industries and occupations with data and wage information in our region. Employers have engaged and participated in providing information to the students regarding their aspect of the type of individual they are looking for, interview questions and positive responses and overall hiring processing. These events have been a huge success. The Board will identify a review team and implement the review of proposals for the local adult education competition based on Agency guidance.

Vocational Rehabilitation

The Board and the Vocational Rehabilitation Services (VRS) have developed a memorandum of understanding. The VRS agrees to Provide Commission services to jointly eligible clients to the extent allowed by Commission staffing patterns and budgets. These services Include, but are not limited to:

- Diagnostic and related services Guidance and counseling
- Physical or mental restoration services
- Personal and vocational adjustments Training
- Interpreters
- Services in support of training (i.e., books, tools, uniforms, equipment, etc.)
- Job development
- Job placement
- Follow-up

Station a VRS counselor at the Board office as Commission staffing patterns permit. Refer Commission clients to the Board per established Board referral procedures.

The Board agrees to provide WIOA services with the Dimmit, LaSalle, Zavala, Uvalde, Maverick, Val Verde, Kinney, Real and Edwards counties, Service Delivery Area, to jointly eligible clients to the extent allowed by Board and contractor staffing patterns and budgets. These services include, but are not limited to:

- Assessment and counseling
- Vocational training
- On-the-Job training
- Work experience
- Job search training
- Supportive services

- Job development
- Job placement
- Follow-up
- Refer clients to the Commission per established Commission referral procedures.

The VRS and the Board agree to the following general provisions: Funding of a mutual client's program of services will be shared by both parties to the maximum extent possible.

Both parties will coordinate their service delivery efforts to the maximum extent possible. These coordinated efforts may include, but are not limited to:

- Shared monitoring of client progress (referring agency has primary responsibility) interagency referral.
- Monthly case progress reporting (or more frequently if necessary) Acknowledge each other's referral and complete required paperwork within 5 working days of occurrence.
- Participate in an interagency work group Joint staff training.
- Sharing of all appropriate Information regarding mutual clients
- Joint development of training or employment services plans

Each agency will designate a liaison representative whose functions will include:

- Serving as a resource to their respective agency's staff for information related to this agreement.
- Providing guidance for the implementation of services under this agreement Coordinating communication and meetings between the agencies to review relevant policy, procedures or other information
- Coordinating interagency training programs
- Recommending changes in this relationship to improve the coordinated delivery of services

The Vocational Rehabilitation (VR)Counselors co-located at the three larger center work extensively with the Student HireAbility Navigator (SHN), independent school districts, Education Service Center-15, Education Service Center-20 and Vocational Rehabilitation Region 6 and Southwest Texas College Disability Support Services to schedule activities at the schools developing careers pathways in conjunction with the school counselors to promote awareness and availability of pre-employment transition services and Workforce Solutions resources to schools, parents, and students. Pre-Employment Transition Services in form of Charting the course were conducted to transitioning students and parents to promote awareness and availability of services and resources available in the workforce system area. A great working relationship has been developed by VR, SHN and Workforce

Solutions and VR Region 6 staff to work collaboratively in providing the most needed services to WFS system youth and community resource fairs.
The Summer Earn and Learn program (SEAL) has been successful in the past three years in providing excellent work-based learning opportunities for section 504, special education students and those with learning disabilities. Extensive work and collaborative efforts by SHN, VR, and WFS staff have been essential in developing business work sites and preparing students to be job ready by all Workforce Solutions System partners.

C. High Performing Board

References: WIOA §108(b)(18); 20 CFR §679.560(b)(17)

The Board achieved twenty of the twenty-one TWC/USDOL performance measure targets in FY2024. Board members are encouraged to become more involved in the workforce center system activities, to meet with partner agencies to discuss workforce development needs in the region, to hear customer success stories and become inspired by the accomplishments by former participants. Board members are also encouraged to take part in any training that may become available for Board members to enhance their knowledge about workforce development and the needs of the region. Board and contractor staff are encouraged to attend training in their field of expertise as well as to become "cross-trained" in other functions with the system to enhance staff capabilities through the system.
The Board is under new, experienced leadership that will be working with not only Board staff but with WFSMRG on a new innovative plan to boost performance measures. The Board will also be utilizing the partner agencies and local agencies to develop new strategies to include and overcome the lingering challenges that COVID-19 has created. Board staff, Board members and Contractor staff are also being encouraged and provided training that will be to enhance their knowledge of the Workforce programs and the One Stop services, management, monthly financial and program analyses will provide data to adjust and enhance objectives under a continuous improvement model.
The Board will continue to recruit quality board members that represent the region and represent the major industries in the workforce development area.

The Board will ensure that an effective fiscal management system is in place to ensure funds are allocated and spent properly.

PART 2. ECONOMIC AND WORKFORCE ANALYSIS

A. Regional Economic and Employment Needs Analysis

References: WIOA §108(b)(1)(A); 20 CFR §679.560(a)(1);

WIOA §108(b)(1)(B); 20 CFR §679.560(a)(2); WD Letter 24-20, Change 1

The Middle Rio Grande Workforce Development Area consists of nine counties: Dimmit, Edwards, Kinney, La Salle, Maverick, Real, Uvalde, Val Verde and Zavala. The Middle Rio Grande Region of Texas is a 14,404 square mile area located in Southwest Texas, on the Texas - Mexico border. The region is highly rural with a population density of 11.59 residents per square mile compared to a statewide density of 95.92 per square mile. The region is characterized by vast, underdeveloped rangeland. The favorable climate enables year-round crop production, although irrigation use will be curtailed in future years because of water issues. The innate natural beauty of the area allows landowners to capitalize on recreation, hunting and tourism, which is becoming a large economic development industry in itself for the region.

The region has several major transportation arteries, including Interstate Highway 35, US Highway 90, US Highway 83, a network of state highways and the Southern Pacific Railroad. The economy is based predominately on agriculture, oil and gas production, government, services, tourism, and trade with Mexico. The Mexican trade is primarily local retail trade found along the immediate border and shipping of goods across the region to the US interior. The region has been able to capitalize on federal and state grant resources. Government employment now accounts for a significant portion of the region's employment.

Employment by Industry (3rd Quarter 2024, Percent Change)

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Natural Resources and Mining	3,922	6.5%	-0.3%	-5.7%
Construction	1,756	2.9%	-0.5%	-3.9%
Manufacturing	2,697	4.5%	-2.2%	-5.6%
Trade, Transportation and Utilities	11,815	19.7%	0.0%	0.8%
Information	347	0.6%	-0.9%	-2.3%
Financial Activities	1,873	3.1%	0.6%	-2.6%

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Professional and Business Services	3,598	6.0%	-2.3%	-3.7%
Education and Health Services	18,569	30.9%	-1.8%	0.7%
Leisure and Hospitality	7,356	12.2%	-1.3%	1.8%
Other Services	889	1.5%	-3.8%	8.7%
Public Administration	7,300	12.1%	-0.4%	1.0%

The top five industries in the Middle Rio Grande region in terms of employment numbers are Education and Health Services (30.9%), Trade, Transportation and Utilities (19.7%), Leisure and Hospitality (12.2%), Public Administration (12.1%) and Natural Resources and Mining (6.5%). Though it is not the largest industry in terms of employees, the Natural Resources and Mining sector has a huge impact on the economy of the region, bring in outside workers who need additional services, or experience significant layoffs as the price of petroleum products fluctuations.

Note: The above chart provides employment as of the 3rd quarter of 2024. The data in the sectors discussion below is based on the Texas Workforce Commission's projections for 2022 to 2032, noting employment for 2022.

Education and Health Services, with nearly 31 percent of employment in the region, reflects the characteristics of a rural economy, where the largest employers are school and hospitals. This sector includes Educational Services and Health Care and Social Services. The Health Care and Social Services industry includes Ambulatory Health Care Services, Hospitals, Nursing and Residential Care Facilities and Social Assistance. By far the larger employer is Health Care and Social Services with 10,173 employees compared to 7,162 for Educational Services. The Elementary and Secondary Schools sector represents nearly 91% of employment in the Education and Health Services with 6,492 employees in 2022.

Leisure and Hospitality, The Leisure and Hospitality sector is part of the service-providing industries super sector group. The Leisure and Hospitality super sector consists of Arts, Entertainment, Recreation, and Accommodation and Food Services. The employment numbers indicate that tourism is a major economic activity in the region. The Accommodation and Food Services industry dominates the Leisure and Hospitality sector with 5,681 employees in 2022, compared to Arts, Entertainment and Recreation with only 106 employees. As noted in the chart above, Leisure and Hospitality are one of the few sectors not showing a decline in employment for the third quarter of 2024.

The other sector with significant and steady employment is the **Trade, Transportation and Utilities** sector, with 19.7% of employment (or 11,815 persons) for the region. The trade, transportation and utilities industry sells wholesale and retail merchandise, transports passengers and cargo and provides utility services. The industry, sometimes called a "super sector," thus comprises four distinct sectors — retail trade, wholesale trade, transportation and warehousing and utilities. Retail Trade is the dominant industry with 7,809 employees compared to 1,166 for Wholesale Trade.

The **Public Administration** Sector includes Federal, State and Local Government industries. With 10,067 employees in 2022. The largest number of employees in the sector is in Local Government with 5,292 employees in 2022. These industries do not include Education, Hospitals, and the Postal Services. This sector also appears to be less affected by the general downturn in employment noted in the other sectors.

Natural Resources and Mining employed 3,780 people in 2022. The bulk of these people (64%) were employed in Support Activities for Mining with 2,420 people employed.

Oil and Gas Extraction: The Eagle Ford Shale Play

The Middle Rio Grande Workforce Development Area comprises approximately the western third of the Eagle Ford Shale region. The implementation of new petroleum gas recovery technologies has led to an economic boom for Uvalde, La Salle, Dimmit, Maverick and Zavala Counties. The uptick in activity fueled an influx of outside workers which increased demand for housing and services. Hotels and restaurants were built to meet this demand. Employment in the service producing industries increased with the demand. Most of the high paying jobs were taken by out-of-towners moving into the region. Local hires were mostly clerical, truck driving in the Oil and Gas sector and Support Activities for Mining, and in Leisure and Hospitality occupations and retail trade. The increase in production of fossil fuels led to an "oil glut" and prices dropped, imperiling the industry and leading to layoffs and idling of rigs and support units. Layoffs hit the Support Activities for Mining hard as well as the Oil and Gas Sector. Support and ancillary industries in manufacturing and construction have also been affected by the down turn, with wages and job openings in decline.

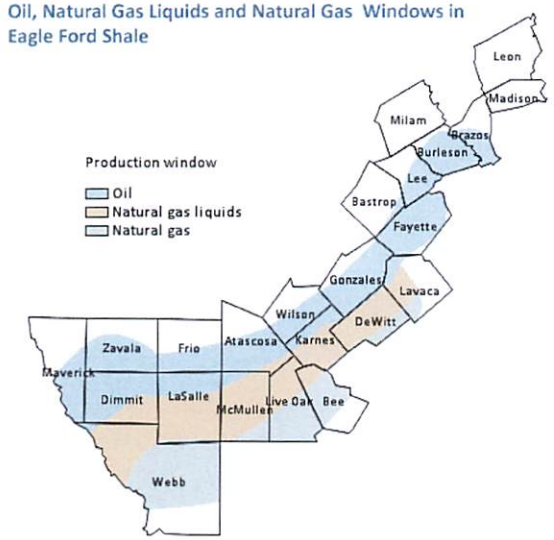
The Eagle Ford Shale in South Texas produces oil and natural gas. In January 2025, the Eagle Ford Shale was producing about 1.1 million barrels of oil per day, which is about 8.8% of the United States' oil production.

According to the Energy Information Administration, the currently defined boundaries of the Eagle Ford Shale formation fall within a 23-county region.

During the fourth quarter of 2022, six counties produced 71.3 percent of Eagle Ford's oil: Karnes, De Witt, La Salle, Dimmit, Gonzales, and McMullen. Karnes, Dimmit, LaSalle and DeWitt counties also produce a large portion of the region's natural gas. Webb county (in the South Texas WDA) is by far the region's largest producer of natural gas, with production averaging 2.7 billion cubic feet per day in the fourth quarter 2022.

The Federal Reserve Bank of Dallas provided Charts 1 through 8 describing the Eagle Ford Shale oil and gas activity.

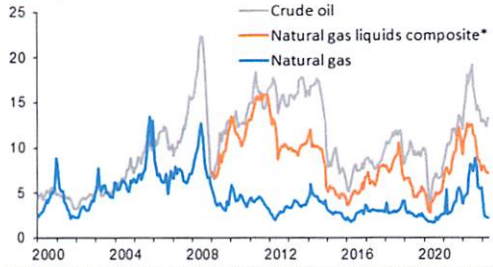
Chart 1
Oil, Natural Gas Liquids and Natural Gas Windows in Eagle Ford Shale



SOURCE: Energy Information Administration

The northernmost window contains high concentrations of oil while the southernmost window contains high concentrations of natural gas. And the central window contains natural gas liquids, such as ethane, propane and butane, which are used to produce a variety of industrial products. These windows have played an important part in the story of the Eagle Ford, as they allow drillers to target different areas depending upon which commodity is most valuable. While companies initially focused on the area's natural gas resources, the other windows have attracted the lion share of activity over the past decade, due to the relatively low price of natural gas in the United States (Chart 2)

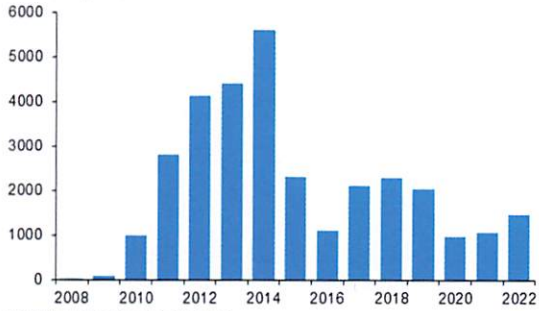
Chart 2
Prices for crude oil, natural gas liquids, and natural gas
Dollars per MMBtu



NOTE: *EIA's weighted average of the spot prices of natural gas liquids, where the weights are proportional to gas processing plant production volumes.
SOURCE: Energy Information Administration (EIA).

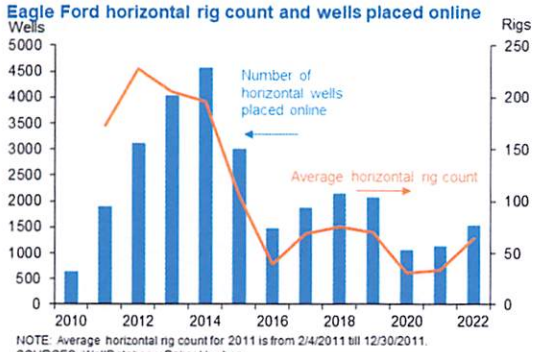
Petrohawk Energy Corp. completed the Eagle Ford's first well in October 2008. Activity was slow to pick up at first, due to the onset of the Great Recession and a sharp decline in natural gas prices. Starting in 2010, though, the area experienced a gold rush that lasted through 2014. The number of drilling permits (Chart 3) and completed wells (Chart 4) skyrocketed, and both oil and gas production followed suit. By the end of 2014 the area was producing 18 percent the country's oil and 8 percent of its natural gas (Chart 5).

Chart 3
Drilling permits issued in Eagle Ford
Number of permits



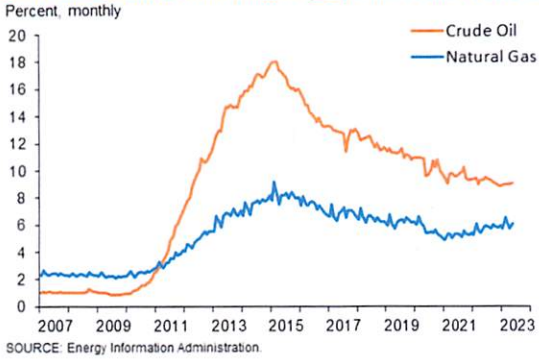
SOURCE: Railroad Commission of Texas.

Chart 4
Eagle Ford horizontal rig count and wells placed online



NOTE: Average horizontal rig count for 2011 is from 2/4/2011 till 12/30/2011.
SOURCES: WellDatabase; Baker Hughes.

Chart 5
Share of U.S. crude oil and natural gas produced in Eagle Ford

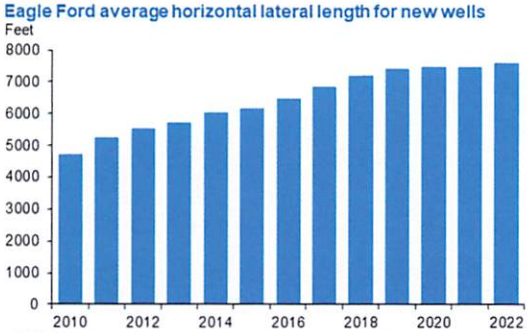


SOURCE: Energy Information Administration.

The gold rush ended even faster than it began, though. The boom had been supported by a period of relatively high oil prices but at the end of 2014 those prices declined precipitously. This led to a sharp cutback in drilling activity both inside and outside the Eagle Ford. As in other areas in the country, lower prices spurred E&P companies operating in the Eagle Ford to become more efficient in a variety of ways. This has included shifting drilling activity to the best acreage, finding ways to optimize well spacing and completions design, and reducing costs by increasing scale.

Companies also have made efforts to increase the horizontal lateral length of the wells being drilled (Chart 6). Those lengths have leveled off in recent years, though, to an average of about 7,500 feet. This has had impacts on the well-level economics relative to some other basins, which have seen more substantial changes in lateral length. For example, in the Permian Basin and the Bakken companies drill wells with lateral lengths of near 10,000 feet, on average. While production for new wells in the Eagle Ford saw improvement in the initial years, that improvement has also flatlined in recent years (Chart 7).

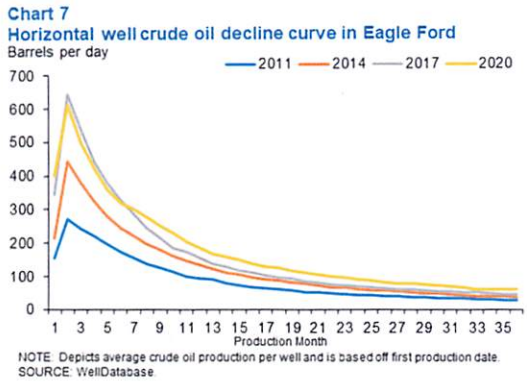
Chart 6
Eagle Ford average horizontal lateral length for new wells

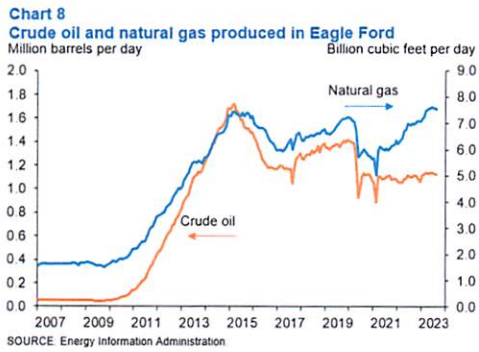


NOTE: Date placed online used for categorizing new wells into specific years.
SOURCE: WellDatabase.

Estimates from the Energy Information Administration for 2021 estimate the Eagle Ford still contains 30.0 trillion cubic feet in technically recoverable natural gas and 3.6 billion barrels in technically recoverable oil. With the diversity of its resources and its close proximity to the coast, which reduces transportation cost versus other basins, the Eagle Ford is poised to continue producing for many years to come. However, significant growth is unlikely in

the coming years in the current pricing environment, as the basin has matured and most of the "sweet" spots in the basin have already been drilled.





Tight oil production in the Eagle Ford came in at about 1.1 million b/d in April 2023 (after upcoming revisions, horizontal wells only). April data is only currently available for 90% of the wells, which explains the apparent drop you're seeing for April in the chart above. Natural gas production for that month was about 6.6 Bcf/d.

In the first 3 months of this year, almost 10% more horizontal wells came online compared with the same period last year (379 vs 347).

However, since the steep fall in hydrocarbon pricing in the 2nd half of last year, drilling activity is falling again and as of last week, 58 rigs were drilling horizontal wells. This was down from 74 rigs less than a year ago (source: Baker Hughes), which constitutes the biggest percentage decline among the 3 major US shale basins.

The TWC industry growth projections for 2032 present an optimistic view on growth in the Middle Rio Grande region. All the major employment sectors are showing double-digit growth in the chart below. One may assume the projections are tied closely to the continued growth of the oil and gas economy though the quarterly numbers in the chart above show some evidence of decline as the price of petroleum products decrease through over-production.

The current Administration's emphasis on "drill baby drill" does not take into account the economics of too much production over a short period of time. Reductions in the price of oil products will contribute to a decline in the other industries dependent on that sector's employees as customers.

Projected Top Ten Fastest Growing Industries (% Growth 2022-2032)	Percent Growth
Child Care Services	35.1
Department Stores	31.5
Oil and Gas Extraction	29.7
Employment Services	29.0
Restaurants and Other Eating Places	28.7
Building Material and Supplies Dealers	25.8
Utility System Construction	23.8
Outpatient Care Centers	21.0
Traveler Accommodation	20.7
Support Activities for Mining	20.7
Services to Buildings and Dwellings	20.6
Other Ambulatory Health Care Services	20.4
Office Administrative Services	18.6
Warehouse Clubs, Supercenters, and Other General Merchandise Retailers	18.3
General Medical and Surgical Hospitals	15.0
Automobile Dealers	10.8
Local Government, Except. Education & Hospitals	7.5
Individual and Family Services	6.0
Offices of Physicians	3.3
Building Equipment Contractors	2.0
Other Specialty Trade Contractors	1.8
Legal Services	1.6
Rental and leasing services (5322, 5323, and 5324 only)	1.0
Federal Government, Except Postal Services	1.0
State Government, Except. Education & Hospitals	.3

The in-demand industries and in-demand occupations are presented in Attachment 1 of the Board plan.

Target Occupations

The in-demand industry sectors list, the in-demand occupations list and the target occupations list are contained in Attachment 1 of the plan. Target occupations are 1) occupations that are in demand (i.e. have projected growth

or employee a significant number of people and therefore have significant replacement turnover), 2) have a dedicated training component, and 3) provide wages that contribute to self-sufficiency. The analysis looked at occupations with an entry wage of $12.00 per hour OR, if less than $12.00 per hour, have an "experienced" wage over $14.00 per hour. These occupations may be included in the target list as a first step on the career ladder which should lead to an increase in wages. Potential training time paid by WIOA funds is up to two years.

The following occupations are deemed to be target occupations for the Middle Grande region. The growth data does not reflect another element in available jobs: replacement of individuals leaving for another job or retiring. In occupations with significant employment there are usually more replacement openings than new openings based on growth.

Middle Rio Grande Target Occupations

Target Occupation	Annual Average Employment 2022	Annual Average Employment 2032	Number Change 2022-2032	Percent Growth 2022-2032	Annual change in Employment Due to Growth
Cooks, Restaurant	365	557	192	52.6%	19
Heavy and Tractor-Trailer Truck Drivers	1,219	1,407	188	15.4%	19
General and Operations Managers	1,453	1668	215	14.8%	22
First-Line Supervisors of Food Preparation and Serving Workers	574	720	146	25.4%	15
Maintenance and Repair Workers, General	821	904	83	10.1%	8
Roustabouts, Oil and Gas	385	462	77	20.0%	8
Light Truck Drivers	357	432	75	21.0%	8
First-Line Supervisors of Retail Workers	825	895	70	8.5%	7
Childcare Workers	347	414	67	19.3%	7
First-Line Supervisors of Construction Trades and Extraction Workers	400	465	65	16.3%	6
Medical Assistants	285	345	60	21.1%	6
Pre-School Teachers, Except Special Education	175	215	40	22.9%	4
Registered Nurses	836	887	51	6.1%	5
Secondary School Teachers, Except Special and Career and Technical Education	679	687	8	1.2%	1
Elementary School Teachers, Except Special Education	1094	1105	11	1.0%	1
Business Operations Specialists	1610	1740	130	8.1%	13
Social and Human Services Assistants	328	350	22	6.7%	2

Target Occupation	Annual Average Employment 2022	Annual Average Employment 2032	Number Change 2022-2032	Percent Growth 2022-2032	Annual change in Employment Due to Growth
Health Technologists and Technicians	1466	1611	145	9.9%	14
Radiologic Technologists and Technicians	99	114	15	15.2%	2
Pharmacy Technicians	168	203	35	20.8%	4
Police and Sheriff's Patrol Officers	686	743	57	8.3%	6
Information and Records Clerks	2421	2546	125	5.2%	12
Carpenters	71	87	16	22.5%	2
Electricians	137	152	15	10.9%	2
Plumbers, Pipefitters and Steamfitters	97	106	9	9.3%	1
Automotive Service Technicians	443	472	29	6.5%	3
Bus and Truck Mechanics and Diesel Engine Specialists	135	146	11	8.1%	1
Industrial Machinery Mechanics	184	222	38	20.7%	4
Electrical Power-line Installers and Repairers	70	76	6	8.6%	1
Wellhead Pumpers	201	249	48	23.9%	5
Machinists	50	53	3	6.0%	1
Welders, Cutters, Solderers and Brazers	122	129	7	5.7%	1
Telecommunications Line Installers and Repairers	85	109	24	28.2%	3
Dental Assistants	73	92	19	26.0%	2
Phlebotomists	95	117	22	23.2%	2
Emergency Medical Technicians	200	235	35	17.5%	4
Firefighters and Prevention Workers	55	60	5	9.1%	1
Licensed Practical and Vocational Nurses	509	496	-13	-2.6%	1
Correctional Officers and Jailers	612	590	-22	-3.6%	1

Knowledge and Skills Analysis

In general employers need qualified applicants for their job openings. Qualifications include both the requirements stipulated on the job posting as well as work maturity skills, the ability to work together with others, to follow directions, to be punctual, to take direction and initiative, and to be drug free. Many employers have expressed their frustration with individuals referred by workforce center systems, referrals who do not meet the minimum requirements or who have drug convictions on their record. The Board and its contract MRGDC endeavor to only refer qualified applicants both in terms of so-called soft skills and the minimum prerequisites for the position.

Specific skills needs are dependent on the occupation though generally successful applicants need to be able to speak, read and write at an at least 12th grade level, understand at least high school level math and have some experience in the occupation field or industry.

For basic skills employers need applicants with active learning, active listening, critical thinking, reading comprehension, monitoring and assessing performance, using scientific methods, speaking to convey information and writing ability. Employers need applicants able to demonstrate social skills: coordination, instructing others, negotiating, persuasion, service orientation and social perceptiveness, and successful interpersonal relations. Many of these skills cannot be directly taught but must be learned through work ready instruction and experience on the job. Consequently it is extremely important to work with employers willing to give applicants the time to help acquire and advance these skills and abilities.

For specific occupations applicants need four sets of abilities: cognitive, physical, psychomotor, and sensory abilities. Cognitive abilities include skills such as deductive reasoning, fluency of ideas, inductive reasoning, information ordering, mathematical reasoning, oral comprehension and expression as well as others. ONETonline.org provides the required skills for any occupation an applicant might research and gain an understanding of what skills will be needed for specific occupations. Physical abilities relate to strength and flexibility, stamina and equilibrium. Psychomotor abilities refer to the capacity to manipulate and control objects to include dexterity and response orientation. Sensory abilities include depth perception, hearing sensitivity, near vision, auditory attention among others.

System skills, the capacity to be able to work with people to achieve goals, and technical skills can be obtained through occupational skills training provided by our education partners and funded through workforce development funding. The contractor determines through testing and assessment what skills an applicant may have and what skills need additional work. That capacity determines to a great extent what job opportunities an individual might be referred to by the case manager.

The vast majority of employers in the Middle Rio Grande WDA are small and mid-sized businesses. Therefore, the vast majority of employers using the workforce centers are small and mid-sized businesses. The Workforce Center System staff are the primary means of identifying the needs of these employers on a day-to-day basis. Center Staff meet with employers to ascertain their needs, to encourage their use of business services through the workforce centers and to ensure that employers are receiving qualified applicants for their job openings.

Specific employer needs and how they are addressed are presented in the table below.

Employer Needs	How WSMRG addresses need
Qualified job applicants	Recruiting, screening and referral of qualified applicants Extensive assessment/testing of applicants before referral – work skills, aptitudes and attitude, Ensure applicants are work ready – proper attire, motivated
Assistance with job orders	Qualified staff assist with job order details, skills identification, updating orders, follow-up on result of referrals. Job matching service
Outreach of applicants	Establish quarterly job fairs for all businesses as well as industry specific job fairs such as oil and gas extraction industry. Staff job fair site – enable employers to participate through provision of logistics support. Publicize job fairs to general public, provide interview facilities. Assist with Work Opportunity Tax Credit
Job Applicants ready to work	Soft skills (work maturity skills) assessment and training through job clubs, counseling, peer group interaction Only qualified work ready applicants are referred
Skilled job applicants	Work with employers to identify skills needed and find providers to offer skills training. Customized training to specific industry needs
Assistance with expansion	On-site job application assistance Specific outreach to particular individuals with skills sets being sought by employer
Assistance with layoffs/downsizing	Respond quickly to layoff notice with rapid response activities. Meet on-site with employer/employees to present assistance with counseling, job search. Assist with referral to UI benefits
Workforce partners who understand the industry and listen	Regional employer forums to discuss needs/trends. BSU staff knowledgeable about area industries Business representatives on the WSMRG Board Up to date labor market information
Responsive to Change	Periodic customer satisfaction surveys and corrective action Continuous improvement mind set directed toward efficiency and accountability

B. Labor Force Analysis and Trends

The table on the next page presents labor force statistics for the Middle Rio Grande region, the state of Texas, and the United States. For the Middle Rio Grande region, the civilian labor force has increased 3.6 percent from December 2023. While the unemployment rate increased one percent over December 2023, the number of unemployed increased by 23.7 % over 2023. The unemployment rate for the region is 5.8% compared to 3.7 % for the State. The national unemployment rate mirrors the State at 3.8 % as of December 2024. The Middle Rio Grande regional economy is not doing as well

as the State or nation. An additional indication of a slowing economy is the number of unemployment insurance claims. December 2024 unemployment claims for the region increased 37.6 percent of December 2023.

Middle Rio Labor Force Statistics				
	Dev 2024	Nov-24	Dec-23	Yearly Change
Civilian Labor Force	76,120	75,771	73,468	2,652
Employed	71,723	71,587	69,913	1,810
Unemployed	4,397	4184	3,555	842
Unemployment Rate	5.8%	5.5%	4.8%	1.0%

Texas Labor Force Statistics				
	Dec-24	Nov-24	Dec-23	Yearly Change
Civilian Labor Force	15,591,398	15,620,707	15,090,824	500,574
Employed	15,012,352	14,965,379	14,564,917	447,445
Unemployed	579,036	655,328	525,907	53,129
Unemployment Rate	3.7%	4.2%	3.5%	0.2%

US Labor Force Statistics				
	Dec-24	Nov-24	Dec-23	Yearly Change
Civilian Labor Force	167,746,000	168,164,000	166,661,000	1,085,000
Employed	161,294,000	161,456,000	160,754,000	540,000
Unemployed	6,708,000	6,708,000	5,907,000	545,000
Unemployment Rate	3.8%	4.0%	3.5%	0.3%

Continued Claims for the Week of the 12th				
	Dec-24	Nov-24	Dec-23	Yearly Change
MRG	1,338	855	972	366
Texas	122,026	116,908	114,107	7,919

Unemployment rates (TWC LMI data) in the region have fluctuated from 5.1 to 6.4 percent. State and national rates are lower: 3.5 to 4.5 percent for Texas and 3.5 to 4.5 for the U.S. The State rates closely track the U.S.

unemployment rates. One potential cause of the difference between the region and the State/Nation is the lack of a significantly diversified economy in the Middle Rio Grande. The local economy is dependent on service jobs and the fluctuations in oil prices and production.

Historical Unemployment Rates

Month	MRG	Texas	US
Dec 24	5.8	3.7	3.8
Nov 24	5.5	4.2	4.0
Oct 24	5.6	4.1	3.9
Sep 24	5.4	4.1	3.9
Aug 24	5.6	4.4	4.4
Jul 24	5.8	4.4	4.5
June 24	6.4	4.5	4.3
May 24	5.5	3.8	3.7
Apr 24	5.1	3.5	3.5
Mar 24	5.8	4.1	3.9
Feb 24	6.6	4.4	4.2
Jan 24	5.7	4.1	4.1

The primary functions of workforce development programs are to impart skills to improve employability and address barriers to employment faced by program participants. The demographics of individuals facing barriers to employment are presented below. (Source: Texas Demographic Center)

Middle Rio Grande WDA Population Change 2020 – 2024 (based on January 2024 Estimates)

County	2020	2024 (est.)	Percent of change
Dimmit	8,615	8,130	-5.6
Edwards	1,422	1,383	-2.7
Kinney	3,129	3,203	2.4
La Salle	6,664	6,630	-0.5
Maverick	57,887	57,757	-0.2
Real	2,758	2,793	1.3
Uvalde	24,564	24,827	1.1
Val Verde	47,586	47,565	0.0
Zavala	9,670	9,494	-1.8
Total	**162,295**	**161,782**	**-0.003**

Similar to other rural areas in Texas, Middle Rio Grande is experiencing a slight loss of population, with five of the nine counties losing population between

2020 and 2024. Population loss affects the local economy in that there are fewer customers for businesses. Population reduction affects business decisions, including where a new company is likely to locate in the region. Two of the three major population areas, Uvalde and Val Verde had a steady population or slight growth (in Uvalde County).

Barriers to Employment

Workforce programs are specifically directed to those most in need of assistance, those with barriers to employment or barriers to participate in training programs. Workforce programs during the last year service 2,474 school dropouts, 43 homeless individuals and 1120 low-income individuals. Additionally, 284 individuals self-identified as having a disability including two disabled veterans.

Poverty -

Poverty continues to be a barrier to employment. Without resources a job seeker is unable to find and commute to a job. Employment can bring additional costs in the form of transportation and child care costs while working.

The chart below demonstrates that the poverty rates in Middle Rio Grande have increased since the last planning cycle. All nine counties in the region have a higher poverty rate than the national or state averages. In three counties, Dimmit, La Salle and Zavala, the rate is double the national average. (Source: Census.gov)

Percent in Poverty by County – Middle Rio Grande WDA

Year	Name	Percent in Poverty
2023	United States	12.6
2023	Texas	13.7
2023	Dimmit	25.1
2023	Edwards	20.7
2023	Kinney	21.0
2023	La Salle	29
2023	Maverick	21.9
2023	Real	16.6
2023	Uvalde	24.9
2023	Val Verde	21.3
2023	Zavala	29.1
Number of Middle Rio Grande Counties with Poverty Above the U.S. Poverty Rate		9

Educational Attainment-

The table below presents educational attainment by county for the Middle Rio Grande region. Unfortunately, education attainment continues to be a barrier to employment for many people in the region. Eight of the nine counties in the region are above the state average for individuals without a high school diploma. All nine counties are below the state average for at least a bachelor's degree. The Middle Rio Grande population has a significantly lower education rate than either the State or the Nation. This translates into a workforce that has a substantial number of individuals without the skills to successfully complete occupational skills training that might result in a high wage high skill job. Consequently, a significant effort needs to be made to bring up reading and math skills in the job seeking population. Individuals with limited education attainment have a very difficult time completing occupational skills training.

Education Attainment by County (age 25+)		
County	**Percent No High School Diploma**	**Bachelor's Degree or Higher**
Dimmit	27.2	14.6
Edwards	25.6	19.0
Kinney	15.4	13.3
La Salle	37.6	5.4
Maverick	35.4	15.8
Real	10.9	20.9
Uvalde	23.9	19.1
Val Verde	26.5	20.2
Zavala	27.4	13.8
Texas	14.8	32.3
United States	10.9	34.3
# Counties Above Texas Rate	8	0
# Counties Above National Rate	8	0

Source: National Institute on Minority Health and Health Disparities 2022

Veteran Status

County	Number of Veterans 9/30/2024
Dimmit	413
Edwards	110
Kinney	251
La Salle	146
Maverick	1,183
Real	322
Uvalde	1268

County	Number of Veterans 9/30/2024
Val Verde	3,165
Zavala	343
Total	7,201

Source: National Center for Veterans Analysis and Statistics

The number of Veterans in the region has declined since the last Board plan, from 8,536 to 7,201 in 2024. Veterans face employment barriers due to mental and physical disabilities, homelessness, drug and alcohol abuse, low educational attainment, and general problems fitting in with civilian life after their service. The Texas Veterans Commission provides services to veterans through its Veterans Employment Services which works with local workforce boards to provide activities that enhance the employability of veterans. Services include:

- Converting military occupation to civilian occupations for resume and job search
- Job matching and referrals
- Resume assistance
- Employer outreach
- Job search workshops
- Vocational guidance
- Labor market information and referrals to training.
- Other supportive services.

Veterans are a priority service population in the workforce center system.

Dislocated Workers

An individual who has been laid off or terminated as the result of a mass lay-off or plant closure, especially those that result from adverse consequences of trade agreements or long-term economic trends are called dislocated workers. These customers face different barriers to employment than the general population of job seekers. They have job skills and work experience but have been laid off due to economic conditions or skills obsolescence.

Dislocated workers need counseling, both personal and financial, skills retraining and support to allow them to be retrained in another occupation. The Trade Adjustment Act (TAA) provided dislocated workers with the means to access training for those who are eligible for that program. Dislocated Workers not eligible for TAA can access workforce development services through the workforce center system. Services include job search assistance, case management, referral to outside services, occupational skills training in

a target occupation in the region, support services such as childcare and transportation and employment placement services.

Individuals with Disability or Lacking Health Insurance

The Middle Rio Grande region is home to over 23,659 individuals with some form of disability that affects their daily life functions. Such disabilities are often barriers to finding and maintaining employment. The table presents data on the number of individuals with disabilities by county in the Middle Rio Grande region.

The Board's considers individuals with disabilities to be a priority service group. All workforce centers are fully accessible to disabled customers. Arrangements have been made with partner agencies for the provision of additional assistance for disabled customers as needed. The co- location of VR staff in the workforce centers gives individuals with disabilities enhanced options for receiving services to provide access to employment. VR assistance may include job coaching, interpreters, sign language assistance, transportation, occupational training, adaptive equipment, and counseling.

Every workforce center office has auxiliary aid for the seeing impaired, which includes a magnifier, Zoom Text, and JAWS screen reader. For hearing impaired customers, offices are equipped with TDD, TTY and Relay Texas. Resource room staff have been trained to use this assistive technology.

Individuals with Disabilities by County 2022
Persons Without Health Insurance by County, 2022

County	Individuals with Disability (estimate)	Number of Persons without Health Insurance (under age 65)	Percent Uninsured
Dimmit	1,567	574	22.7%
Edwards	192	91	34.9%
Kinney	1,000	105	23.6%
La Salle	605	340	24.4%
Maverick	6,957	4,844	30.7%
Real	832	140	27.5%
Uvalde	4,758	1688	26.9%
Val Verde	6,110	3206	27.9%
Zavala	1,638	590	19.6%
Texas	3,549,223	4,760,829	18.8
Total	**23,659**	**11,578**	

Sources: Research & Training Center on Disability in Rural Communities, University of Montana; U.S. Census Bureau, Small Area Health Insurance Estimates

The lack of health insurance is a barrier to employment if the job seeker has poor health or suffers a major (or even minor) health emergency. Funds spent on health care take away from resources needed for employment, transportation and childcare. All nine of the Middle Rio Grande counties have a higher rate of people without insurance than the state average of 18.8 percent. Workforce partners share referrals of individuals in need with community resource partners who may be able to help with emergency expenses, assistance with health care tasks, transportation and childcare.

C. Workforce Development Analysis

References: WIOA §108(b)(1)(D); 20 CFR §679.560(a)(4)

The Middle Rio Grande Workforce Board and its contractor for workforce center system services and child care management services continue to meet or exceed TWC-contracted performance measures. Performance for each of the measures is presented below. Meeting performance means that the performance was within the confidence range of the predicted value. A general assessment of workforce development activities is presented below:

1. General Workforce Development Activities in The Region

Workforce development programs funded through the Middle Rio Grande Workforce Board and the Texas Workforce Commission meet some of the need for training and skills development, career education, job placement and counseling. The coordination between the Board, the contractors and the education community has helped to enhance the services provided. The Board will focus on continued development of career pathways for youth, skills training for welfare recipients and dislocated workers, and continuous improvement of workforce center systems.

The table below presents the final PY2024 performance for the Middle Rio Grande Workforce Board. Thirteen of the twenty-two measure targets were met (MP) or exceeded (+P). Nine of the measures were not meeting. Board and workforce center system staff are working to raise performance for that measure in PY2025.

Measure	Status	% of Target	Target
Employed Q2 Post Exit - Adult	-P	83.29%	85.00%
Employed Q4 Post Exit – Adult	-P	73.24%	82.60%
Median Earnings Q2 Post Exit – Adult	MP	98.59%	$7,300
Credential Rate – Adult	+P	127.51%	75.60%

Measure	Status	% of Target	Target
Measurable Skills Gains – Adult	MP	103.70%	78.30%
Employed Q2 Post Exit – Dislocated Worker (DW)	MP	105.29%	85.00%
Employed Q4 Post Exit – DW	-P	88.24%	85.00%
Median Earnings Q2 Post Exit - DW	-P	80.55%	$9870
Credential Rate – DW	MP	94.12%	85.00%
Measurable Skills Gains – DW	MP	101.73%	81.00%
Employed/Enrolled Q2 Post Exit – Youth	-P	69.01%	73.90%
Employed/Enrolled Q4 Post Exit – Youth	-P	74.96%	66.70%
Median Earnings Q2 Post Exit - Youth	MP	97.34%	$3,200
Credential Rate – Youth	-P	65.15%	48.20%
Measurable Skills Gains – Youth	+P	115.92%	44.60%
Employed/Enrolled Q2 Post Exit -C&T Participants	+P	107.58%	66.00%
Employed/Enrolled Q2-Q4 Post Exit C&T Participants	-P	88.21%	84.00%
Credential Rate – C&T Participants	-P	94.51%	71.00%
Claimant Reemployment within 10 weeks	MP	95.30%	60.00%
Employers Receiving Texas Talent Assistance	+P		
Choices Full Engagement Rate	+P	120.20%	50.00%
Average # Children Served per day	MP	99.63%	100.00%

2. Education Activities, Including Early Childhood Education (ECE) And K–12

The Middle Rio Grande workforce center contractor, Middle Rio Grande Development Council, also operates the child care management system. MRGDC coordinates with child care providers as a part of the child care services program by providing subsidized child care to families enabling families to work and/or attend training. In addition, the Board promotes and implements the Texas Rising Star program engaging and supporting current TRS providers and those interested in participating in the program.

The Board is a member of several community partnerships designed to improve/support school readiness and early childhood education, including Avance, Kids Are First (head start programs), Texas Rising Star daycares and TRIO programs. These partnerships add another layer of support to the

current providers and educate new providers on the benefits of quality child care.

3. Training Activities

Funding determines the number of individuals who have the opportunity to enter occupational skills training programs. Training is provided primarily by the community college in the region, Southwest Texas College. The College adapts training to meet the employers' need for skilled job applicants. Customers receive the support services needed to allow them to continue in training. Upon completion of training, customers are provided assistance with finding employment and follow up by case managers to address any barriers they might have after being hired.

4. Strengths and Weaknesses of Activities

The Board's ability to fund training programs is hindered by a lack of training available in the region. There are only two colleges in the area, and a very limited number of proprietary occupational training schools, which can be very expensive.

5. Effectiveness of Programs and Services

The workforce center system, workforce programs, and child care programs have been effective in serving the needs of employers and job seekers in the region. Quarterly meetings are held with community-based agencies to keep informed of the community and to identify accessible resources. Workforce contractor staff attend those meetings for awareness and to establish points of contact with the agencies and to synchronize referrals of services when necessary.

6. Board's Capacity to Provide Workforce Development Activities

Numerous members of the Middle Rio Grande Workforce Board have been representing business and community interests for many years. The Board staff have extensive experience in workforce development programs.

7. Individuals with Barriers to Employment

The Board has prioritized individuals with barriers to employment as needed the most in terms of resources and staff time. The workforce development system provides remedial education for those needing enhancement of basic skills, occupational skills training for those lacking skills the employers demand, case management for those needing career guidance and assistance

with addressing barriers, and support services such as transportation and child care to assist customers with barriers in completing their training and obtaining employment.

8. Employment Needs of Employers

The Middle Rio Grande Workforce Board membership consists of at least 51% employers. These employer Board members represent a significant cross section of employers in the region. The Board itself is the primary source of employer input and feedback for workforce development efforts. New and emerging industries and occupations are discussed as a part of the planning for target occupations and the identification of changing needs of employers for qualified, skilled applicants. The workforce center system's business services unit (BSU) is also a source of information on employer needs. The BSU representatives are in regular contact with employers, finding ways to assist the employer in finding skilled employees. This information is presented to the Board during its meetings in the form of contractor progress reports. Any new or changing employer needs are discussed and addressed through the workforce center system or through the training providers.

The BSU team members attend chamber of commerce meetings to learn first-hand the needs and issues of businesses. BSU staff attend various chamber functions and participate in community events to learn more of the needs of employers and to share information about how Workforce Services can assist them.

PART 3: CORE PROGRAMS

A. Workforce Development System

References: WIOA §108(b)(2); 20 CFR §679.560(b)(1)

The workforce center system in the Middle Rio Grande region consists of offices in Uvalde, Carrizo Springs, Eagle Pass, Cotulla, Crystal City, and Del Rio. The Board office is in Uvalde. Programs that may be accessed at each of these locations are listed below:

- Workforce Innovation and Opportunity Act (WIOA) provides customers with access to job search assistance, occupational skills training, assessment and testing, case management, work experience, support services to encourage participation, placement services and follow up to ensure continued success in the placement. Employers may place job orders through WorkInTexas.com or by contacting the individual

centers. Included in WIOA are youth programs that assist at-risk in-school and out-of-school youth with programs to encourage them to stay in school, return to school, and acquire work maturity skills to enhance their ability to become employed through work internships or work experience within the public and private sectors. WIOA youth participants have access to career pathways and information about occupations that can lead to self-sufficiency. Participants learn occupational skills and earn industry recognized certification.

- Temporary Assistance to Needy Families (TANF)/Choices provides TANF recipients with access to job search assistance, basic skills remediation, occupational skills training, work experience, support services and job placement.

- Supplemental Nutrition Assistance Program (SNAP) Employment and Training program assists SNAP recipients with job search, job seeking skills, and referral to services to address barriers to employment and job placement.

- Child Care Services supports families working and/or in training by providing scholarships for child care services. Early childhood education programs within the child care facilities engage and promote early learning of the children, preparing them for school.

The workforce development system in the Middle Rio Grande region consists of the key partnerships of publicly funded workforce centers, employers, and the education community: Southwest Texas College and Sul Ross University.

The Board is comprised of representatives of area businesses, partner agencies, education entities, labor, adult education representatives, and representatives from the child care industry. The Board provides planning and oversight of workforce programs and the operation of the workforce center system. The Board serves as a forum for partners to meet and discuss critical workforce, education and training issues, determine the needs of employers for a skilled productive workforce and ensure that job seekers have access to opportunities for training and job placement.

Services are provided through a region-wide workforce center system providing ready access to all services and programs funded through the Texas Workforce Commission. Partner agencies have representatives within the workforce centers or are easily reached by phone or email to assist in coordinating services to our mutual customers. The Board oversees the operation of the workforce center system by selecting a workforce center system contractor and the child care services contractor to directly staff the

workforce centers and operate the programs available to customers. The workforce center operator and child care contractor are selected through a competitive procurement process.

The Middle Rio Grande Workforce Development Board supports the State Agencies' plan to coordinate workforce development services through the Combined State Plan. This Combined Plan is the strategic direction provided to workforce development state agencies to address education and workforce development challenges in the State. Those agencies are the Texas Education Agency, The Higher Education Coordinating Board, the Texas Workforce Commission, the Texas Veterans Commission, and the Texas Department of Criminal Justice. The Combined State Plan directs each of these agencies to adopt the goals, objectives, and strategies pertinent to each Agency and system. The Board is subject to the strategies and objectives of the Texas Workforce Commission, as well as the Tri-Agency partnership of the Texas Workforce Commission, the Texas Education Agency and the Higher Education Coordinating Board.

B. Core Programs—Expand Access, Facilitate Development, and Improve Access

References: WIOA §108(b)(3); 20 CFR §679.560(b)(2)

Expanding Access -

The entity carrying out core programs in the Middle Rio Grande WDA is the Middle Rio Grande Development Council (MRGDC). This Council of Governments has been the workforce center system operator since the Board was founded in 1996. This contractor was selected through a competitive procurement process every five years. The MRGDC won each of these procurements and continues to provide workforce development services in the region.

The MRGDC has had a fluctuating level of staff since its adoption of the responsibilities for workforce development programs. Cuts in funding have reduced key staff to a bare minimum. Program operations staff working in the workforce centers have years of experience in the programs that provide training and workforce development services to job seekers and employers.

Program funding for workforce development services include the Workforce Investment and Opportunity Act, providing services for Adults, Youth, and Dislocated Workers, Temporary Assistance to Needy Families (TANF) also called Choices, providing employment and workforce participation opportunities to customers receiving assistance from this program, Supplemental Nutrition Assistance Program, providing workforce development

activities for recipients of SNAP (also known as "food stamps") benefits, and Child Care Management Services, providing subsidized child care to program participants and eligible working families.

The workforce center system is the access point for individuals seeking a job, enhancing their job seeking skills, obtaining information on the labor market, seeking occupational skills training or help with placement after completing training. The system works with Choices customers to help them find and keep employment and meet their program participation requirements. Center staff work with dislocate workers to assist them in finding another job after being laid off due to economic circumstances or a business closing.
Some job seeker needs and how they are addressed by the Middle Rio Grande workforce system are presented in the table below.

Job Seeker Needs	**How WSMRG addresses need**
Access to job listings	• WorkinTexas job listings • Referrals to job openings
Job search assistance	• Job search assistance • Job search workshops • Resume preparation • Copiers and fax machines • Resource room with internet access • Counseling/motivation assistance for ensure required activity to receive TANF or SNAP benefits
Assessment and testing	• TABE testing • Comprehensive skills and barriers assessment • Access to personality/aptitude testing • Referral to other partners for advance/specialty assessment
Occupational skills	• Classroom training in targeted occupations • Assistance accessing financial aid. • Tuition assistance • Target occupation list of jobs in demand • Labor market information • Coordination with area colleges to provide training that meets employer needs
Support while in training	• Transportation assistance • Child care services

Job Seeker Needs	How WSMRG addresses need
	• Referral to medical assistance • Counseling and tutoring services
Job placement after training	• Job development in key target industries • Industry specific job fairs • Employer recruitment assistance • Assistance with licensing/testing fees
Job retention	• Follow up services to ensure job retention. • Skills upgrade

Career Pathways -

The Board's career pathway approach connects progressive levels of education, training, credentials, and support services for specific occupations in a way that optimizes the progress and success of individuals with varying levels of abilities and needs. This approach helps individuals with different levels of skills and experiences earn marketable credentials, engage in further education and employment, and achieve economic success.

MRGDC defines career pathways broadly to include the organization of rigorous and high-quality education, training, and other services (such as counseling) to align with regional needs and help individuals with different needs accelerate their educational and career advancement.

The career pathway approach is important for underprepared students, because it incorporates and integrates best-practice service models, such as: participant-focused education and training; consistent and non-duplicative assessments of participants' education, skills, and assets/needs; support services and career underprepared youth and adults obtain postsecondary credentials and good jobs. The career pathway approach also incorporates strategy principles by deeply engaging employers to increase the relevancy and labor market value of participants' skills and credentials, which in turn improves participants' employment prospects.

The career pathway approach provides a framework for unified planning that orients or reorients existing education and workforce services to one system focused on individuals' postsecondary and economic success. MRGDC cohesively combines public-private partnerships, resources and funding, policies, data, and shared performance measures to successfully develop and scale quality, sustainable pathways. MRGDC will use youth funds to conduct an objective assessment "for the purpose of identifying appropriate services

and career pathways for participants." Individualized employment plans will be developed for youth, adults, and dislocated workers to identify career pathways to attain career objectives.

MRGDC will also use funds for the alignment of Adult Education and Literacy activities with other core programs, including the development of career pathways which is often the first step on a comprehensive career pathway, navigation assistance; and employment services and work experiences that have been shown to help.

MRGDC will plan at local level and improve accountability across the core programs to increase access to employment, education, training, and support services for individuals, particularly those with barriers to employment. This will be imperative because it can align policies and funding streams to support comprehensive and integrated services that help low-skilled and low-income people—including disconnected youth, welfare recipients, formerly incarcerated individuals, and others with unique barriers to employment—get the education, training, employment services, and support services they need to enter and advance in the workforce. Coordination will be essential to providing such services concurrently and over time as people's needs and situations change. Unified planning between ISDs, Adult Education and Literacy and community colleges will support career pathways and strategies.

Credentials/Certifications

Industry certifications validate job seekers' skills and knowledge and allow employers to hire a workforce that will meet their needs. A skills certification recognized by an industry ensures the alignment between a job seekers' skills and an employer's needs, thus streamlining the hiring and orientation phase for new employment. The skills credentials provide portability, not only to employers but also geographically for our region. MRGDC is well positioned to identify the types of certifications necessary for high demand jobs in our area and ensures training and skills assessments at our workforce solutions centers meet the demand for identified certifications.

MRGDC will ensure to educate a skilled workforce for regional employers. Industries such as healthcare, information technology and transportation have successfully been developed and implemented. These industry-recognized credentials have connected individuals to the skills they need to enter into and advance in jobs.

To better understand this landscape and develop initiatives to address the skills gap, MRGDC will utilize Employer Outreach Specialist-Job Developers at our workforce centers to visit employers to gather information from industry

associated about both the current and potential use of portable, standard-based, industry-recognized skills credentials.
The outcome will be essential as it will build strong partnerships with local businesses and business associations to identify areas of need and to assist in the development of relevant training and coordination with public agencies, including education, economic development and human services to ensure the effective targeting of public resources aimed at increasing the skills of our workforce.

Inherent in these skills credentials is the identification of the knowledge, skills and abilities required in jobs within specific sectors and industries. This approach sets the stage to better align education and training to career success, as well as to create educational pathways from high school to community colleges and/or four-year career-focused majors in universities, which are directly connected to employment.
MRGDC participated in the statewide funding for industry-recognized skills certification initiative on the following credentials:

- Transportation/Warehouse-trucking, delivery-general
- Healthcare and Social Assistance
- Information Technology

PART 4: ONE-STOP SERVICE DELIVERY

A. One-Stop Service Delivery System

The Middle Rio Grande board reviews the WDA's targeted occupation list at least annually. The review includes discussions about whether the occupations and the resulting training of job seekers and workers continue to meet employers' needs. Members from the business community and post-secondary institutions sit on the Board, allowing for open communication about the effectiveness of the training and needs for improvement. The community colleges have active advisory committees, which include employers, who provide feedback on the skills/knowledge of the employees they hire from the training programs. The Board's workforce contractor maintains a working relationship with each provider, offering opportunities to share information/feedback to the provider about the effectiveness of the training programs for the employer and job seeker/worker. Each of the above assists the Board in ensuring the continuous improvement of the eligible providers.

Eligible Providers -

The Middle Rio Grande Workforce Board's fourth goal is: Ensure the success of workforce development programs through accountability, evaluation, and a rigorous continuous improvement process.

WSMRG partners with Southwest Texas College and Sul Ross University to provide occupational skills training for eligible customers. The various occupational training areas are determined by the colleges with input from WSMRG and local employers who present their skills requirements for current and potential job openings. Periodic discussions are conducted with representatives of specific industries to gain feedback on what employers need and how graduates of these programs are faring in the job market. WSMRG also tracks enrolled customers to determine how their training is going and any problems or adjustments that might be needed to that training. Graduates are assisted with job search and are marketed by both WSMRG and the colleges to local businesses. Through this process there are substantial opportunities for discussing program deficiencies and ways to improve service delivery.

B. Employer Engagement, Economic Development, and Unemployment Insurance Program Coordination

Facilitate engagement of employers in the workforce development programs, including small employers and employers in in-demand industry sectors, in-demand occupations and target occupations.

The Board coordinates its service strategies with the Chambers of Commerce and economic development entities in the region. Both the Chambers of Commerce and the Board serve as prime contributors to business development for the Middle Rio Grande region, and act to diversify the region's economy by expanding business growth opportunities and workforce development. The Economic Development staff of the Chambers are the primary contact for prospective businesses. Economic Development assists the Board by providing access to regional employers and employers considering locating to the region. The Board assists with economic development by providing funds for workforce training and business services.

Support a local workforce development system that meets the needs of businesses in the local area.

To meet the needs of industry locally, the Board has strategically placed workforce center system offices in seven locations in the nine counties that make up the workforce development area. Within our offices we provide comprehensive recruitment services, LMI and specialized testing to assist employers. Staff develop employer–based training opportunities for programs based on the Board's targeted occupational list. During the course of the

program year, the workforce centers host several job fairs for all industry sectors and host targeted events for specialized industry groups on a smaller scale.

Better coordinate workforce development programs and economic development

Goal Three of the Board's goals states: The Middle Rio Grande workforce programs will develop a collaborative partnership between education, business, economic development and the community in general to address skill requirements of the current and emerging workforce.

The Board and MRGDC, as the center operator, engage the region's economic development partners in Hiring Red White and You Job Fairs for Veterans. During new industry recruitment, the partners allow Center Staff to participate in the process, providing prospective businesses with information on skills programs, the supply of qualified applicants and the potential for training strategies to fit their business needs. The Board and the economic development community have worked together in organizing several Skills Development Grant meetings to promote new training opportunities.

Additionally, the Business Services team engages employers through local chambers, regional hiring events, and Board partnerships.

Strengthening linkages between the one-stop delivery system and unemployment insurance programs

Unemployment insurance benefits are accessed through the Texas Workforce Commission. Requirements for receipt of benefits include work search. The workforce center system provides UI recipients, specifically targeting Reemployment Services and Eligibility Assessment (RSEA) claimants, with assistance aimed at moving the individual back into employment, using the resources and tools available in the Workforce Solutions offices. Services were provided to individuals seeking assistance with connecting with TWC to file UI claims or to seek help with other questions/problems they have encountered. The local workforce staff provide what help they can or transfer the caller to the UI call centers. Information is shared with claimants about enrolling in short term training to improve their employability or occupational skills training if they need a different skill set for a new occupation.

C. Coordination of Wagner-Peyser Services

References: WIOA §108(b)(12); 20 CFR §679.560(b)(11)

Wagner-Peyser employment services are operated through the workforce center system. Currently, TWC Employment Service staff are supervised by the workforce center management. Employment service activities are thus coordinated on a day-to-day basis. This approach is currently under review and is expected to change to Employer Service staff supervision being transferred to a TWC Employment Service supervisor.

Currently the workforce center system office have five Wagner-Peyser staff positions that have the responsibility of coordinating Employment Services for the region. These individuals are located with all of the other core programs within the offices.

D. Integrated, Technology-Enabled Intake and Case Management

References: WIOA §108(b)(21); 20 CFR §679.560(b)(20)

The workforce center system uses the Texas Workforce Commission's WIT program as an integrated technology-enabled intake and case management system. Participant information is securely stored in a manner that can be retrieved by authorized personnel. Case notes can be written and recalled as needed. Customer program activity is tracked from start to finish. Assessment information and service plans area stored and readily available for review or update. The Board's workforce center system contractor uses the system to store documentation supporting customers' eligibility for TANF/Choices, SNAP E&T, and WIOA program case management.

E. Third Party Partnership in SNAP Employment and Training Programs

The Middle Rio Grande Workforce Board is planning for the implementation/expansion of TPP for fiscal year 2028. During the current fiscal year, the Board staff and the workforce services contractor will communicate with potential partners and develop strategies for implementing TPP.

PART 5: WORKFORCE INVESTMENT ACTIVITIES

A. Rapid Response Activity Coordination

References: WIOA §108(b)(8); 20 CFR §679.560(b)(7)

The local Rapid Response Team consists of the workforce center system Program Administrator with the Center Manager who document the loss of jobs from one to greater than fifty employees subject to the WARN notice. The Team visits the worksite to identify the number of employees that are affected and to immediately assess their needs by providing an on-site

employee orientation on the various services for re-employment, re-training, psychological services to assist in coping with job loss, mass unemployment claims filing, and other services such as job search preparation and developing a re-employment plan. This information is attained by surveying each individual employee to establish their educational level, experience, and self-reported needs. Data entry of this information is entered into TWIST so that when intensive services are needed, the employee can be quickly assisted from the menu of re-employment services at each workforce center.

Brochures and labor market information are shared at the first orientation session and if the affected employees are still working, the Rapid Response Team will stagger the orientations in coordination with the work schedule through the human resource staff.

Since the Rapid Response contractor is also the workforce center system operator, MRGDC, activities for dislocated workers are coordinated with all available services accessible through the workforce center system. The Team also coordinates with the statewide rapid response system as they arise.

B. Youth Activities and Services

References: WIOA §108(b)(9); 20 CFR §679.560(b)(8)

WSMRG and MRGDC will focus on serving those populations of youth who are most in need of employment and training programs, including displaced, homeless, and foster youth. The youth are referred to WIOA Youth Specialist/Case Manager to begin the integrated eligibility process so that their eligibility can be determined for possible enrollment in WIA.

The MRGDC is committed to delivering a program which is developmentally age-appropriate, communicates high expectations, provides opportunities for leadership, encourages a sense of personal identity, and encourage community commitment and participation.

This youth development approach focuses on long-term intensive services; places greater emphasis on out-of-school youth; has an increased focus on education; engages in the twelve months of follow-up services; emphasizes different outcomes for different ages; and emphasizes work-based learning which include adult mentoring.

To achieve the aforementioned, all 14 WIOA youth program elements will be made available and incorporated into the program by continuing and improving on the following:

- Tutoring, study skills training, instruction and dropout prevention: MRGDC staff engage youth to stay in school by assisting them in arranging tutoring and study skills training. This activity is provided by area schools for in-school you as a part of their concerted drop-out

prevention efforts. Case managers will track this activity to ensure that youth are progressing in their study skills and achieving academic success.

- Alternative Secondary School services will be acquired for all those out-of-school youth needing to enhance their educational achievement so that they will be able to meet employer demands in high-demand occupations. MRGDC staff refer customers to high school diploma equivalency classes.

- Paid/unpaid work experiences that have academic and occupational education as a component of the w/experience: MRGDC provides limited internship and OJT opportunities to youth. Components of each of these activities tie back to the youth's academic coursework facilitated by the case manager to ensure that the youth is progressing at both the worksite and in school.

- Occupational skills training is available to older youth who have completed school or who have dropped out but have the basic skill levels necessary to complete training, usually an 8th grand level of reading and math. Youth who are in-school and who are following a Career Pathway will be assisted in enhancing their learning through internships, work-experience, job- shadowing and vocational training after they graduate from high school. Out-of-school youth who are unemployed or under-employed will be brought in to start working on the development of an employment plan and educational plan that will result in the selection of a career in a high demand occupation. Occupations are listed in the target occupation list in Part A of this plan.

- Education offered concurrently with and in the same context as a workforce preparation activities and training for a specific occupation or occupational cluster is provided though Summer Employment Opportunities that are directly linked to academic and occupational Learning. In addition to learning occupational skills, youth are provided with work experience that builds work maturity skills, enhancing their ability and confidence in finding employment after graduation. This program option is targeted to those populations that are in greatest need, i.e. Out-of-school youth, youth leaving the foster system, youth leaving the judicial system and the homeless. Summer employment

opportunities will still be available for in-school youth with barriers to success.

- Leadership Development activities may include community service and peer-centered activities which encourage responsibility and other positive social behaviors during non-school hours. Activities focus on how to get acquainted with new people, organizing ideas, learning leadership qualities, public speaking, creating confidence, listening skills, building trust, vision and planning skills, team projects, and personality types. These activities will be initiated in coordination with school districts and Southwest Texas College. Case managers will track the progress made in these activities as part of the youth's employment plan development.

- Support services: Transportation assistance and child care assistance are available to youth customers on an as needed basis. Case managers will make a determination of need and make the appropriate referral for services. Support services are tracked as a part of overall case management.

- Adult mentoring: MRGDC will recruit adult mentors for individual youth who may benefit from a youth/mentor relationship. Mentors volunteers will be trained in appropriate mentoring techniques and will be subject a background check. Adult mentoring activities will be tracked as part of the youth's case management.

- Follow-up services: MRGDC staff follow up on youth placed in employment at least monthly. Follow-up notes will be included in the youth's case management file. Any problems or issues will be noted in the case notes and addressed to the extent possible.

- Comprehensive guidance and counseling are provided to customers initially during the initial assessment and then on an as needed basis to address any problems or barriers the customer may have during their participation. Guidance and counseling efforts will be tracked in the customer's case notes.

- Financial literacy education: MRGDC will be seeking a means to provide financial literacy education either through coordination with school districts or through a procured independent contractor. Lessons will

include such topics as money and goals, protecting your identity, saving, credit, staying out of debt, understanding pay, etc.

- Entrepreneurial skills training: This activity will be provided as an addition to financial literacy training. Topics will include social and cultural aspects, concepts of business and economics, types of businesses, skills and abilities required for entrepreneurship.

- Labor market and employment information about in demand industry sectors in the workforce area: MRGDC host job fairs and labor market information is available at the fairs as well as on the WSMRG web page. Understanding labor market information will also be a part of the entrepreneurial skills training program activity.

- Transition to post-secondary education and training: As a part of the school's at-risk youth efforts, youth are encouraged to develop a career interest and stay in school as a means to achieving their interest. The job fairs noted above also include information about making the transition to post-secondary training or education.

Successful models of activities:
For the past two years, MRGDC has supported enhancing existing youth fairs by integrating with Southwest Texas College and hosting a College & Career Day inviting area High School seniors and juniors to the college campus for a day of information, activities and fun. The theme for the event was "Developing Futures Together" in recognition of the longstanding collaborative work and partnership between the college and workforce solutions. Keynote motivational speakers and breakout sessions consist of college admission, testing, financial aid, and student success center/college social media and including Texas Workforce Commission for labor market and career information for all to participate. Area employers are invited to participate in this grand event to provide information on occupations and their hiring processes. Representation of 30 academic and technical departments participate, sharing information about the various educational options available at Southwest Texas College.

C. Coordination with Secondary and Postsecondary Education Programs

References: WIOA §108(b)(10); 20 CFR §679.560(b)(9)

MRGDC is working with employers (e.g., electrical wires companies, the Eagle Ford Shale Consortium, Sierra Industries, American Natural Gas Alliance (ANGA), etc.), and Southwest Texas College (SWTC) to establish multiple career pipelines both within industries and within occupations to connect students, as early as junior high school, to industries that might employ them upon graduation. This process will allow more people to begin slowly and gradually build their skills for success, which could enhance the opportunities for those in poverty to get a job, get a better job, and then get a career. A key strategy is to focus on core competencies that are consistent across several industry clusters; graduates will have a broader knowledge base that will make them eligible for openings in multiple industries while simultaneously improving literacy, soft skills, and occupational skills.

Because partnerships and collaboration among the public, private and nonprofit sectors are essential to successfully establish, build and sustain workforce and economic development systems, MRGDC continues an effort with local non-profits to work holistically with families to provide parenting classes, tutoring in the home, and life skills training with outreach through the One-Stop centers. At the same time, the MRGDC is working through the MRGDC Education Committee in collaboration with independent school districts, SWTC, and Sul Ross State & Rio Grande College (SRSRGC) to continue the development of vertical teams within the overall educational system, thereby removing the gaps between secondary school and the Junior College, and between South Texas College and SRSRGC. This has promise to lower the drop-out rate in all educational systems.

Finally, MRGDC's Education Committee is working to expand both two-year degree and certificate offerings of Career and Technology education at SWTC or other training institutions in anticipation that this will provide practical education for students wishing to stay in the region and train for jobs here, as well as give employers a more customized educational process so that employees can be brought along as they acquire both skills and experience on the job. Workforce Solutions Middle Rio Grande became a part of the Border Workforce Alliance that includes a joint five-WDA successful application to serve out-of-school youth and school dropouts.

D. Child Care and Early Learning

References: 40 TAC §809.12

The Middle Rio Grande Workforce Board members represent companies who have a vested interest in the economy and support their employees. Information is routinely shared with these members about the value of early learning, especially through the Texas Rising Star program, and how early learning impacts future learning as the children enter school.

MRGWB and MRGDC promote the effectiveness of the child care industry by promoting and providing opportunities for providers professional growth, and resources to improve the quality of care offered in the child care facilities that participate in the Board's child care subsidy program. The Board uses funds through the Child Care Quality grants to strengthen the efforts in the child care facilities to enhance school readiness. The funds are specifically designed to enhance the quality of care offered either by supporting staff professional development or the quality of child care delivered in the classrooms. These initiatives provide child care conferences, TRS mentoring, and provide funds for child care teachers interested in pursuing a CDA or an associate degree in early childhood education.

Supporting the Child Care Industry

- Participant in joint projects and community events that involve all stakeholders. Includes educational fairs, community service projects, or cultural events that bring people together.
- Sharing of resources, such as educational materials, facilities, and expertise, to support collaborative efforts and maximize the impact of initiatives.

Employer Partnerships

- Conduct WIT email blasts to employers with active accounts, announcing the availability of child care services for their employees.
- Participate in both center-based and community-based job fairs to promote child care services and establish connections with potential employers.

Educational Outreach

- Collaborate with schools and colleges to integrate child care awareness into their programs and provide resources for parents and students.
- Serve on various educational committees and advocate for child care awareness and resources.

Community Engagement

- Participate in community-based events to educate the community about the importance of early childhood education and available child care services.

E. Transportation and Other Support Services

References: WIOA §108(b)(11); 20 CFR §679.560(b)(10)

The only public transportation in the Middle Rio Grande counties is the Southwest Area Regional Transit District. SWART is federally and state funded through the Federal Transit Administrating (FTA) and the Texas Department of Transportation's (TxDOT) Section 5311 Rural Public Transportation Program. The agency is also required to raise local funds to match the

federally allocated funds each year. SWART contains a fleet of fifty-two (52) vehicles and operates in an eight (8) county service area. Over 150,000 one-way trips are performed on an annual basis, traveling over 1,490,000 miles. SWART's fleet of vehicles contains sizes from low floor mini-vans to large passenger buses that can seat up to 28 riders. All of the vehicles are wheelchair accessible and are equipped with on-board security cameras. SWART is unique in its vehicle maintenance program as all maintenance is performed in-house at two locations, Uvalde and Eagle Pass.

Local and out-of-area routes are provided in each county based on the needs of the riders. Door-to-door deviated routes and para-transit services are offered throughout the region. Although SWART provides unique transit alternatives to its riders, it has set a state-wide precedence in the area of coordination. Through inter-local agreements with the City of Del Rio Transportation program and a close relationship with inter-city providers, SWART is able to offer seamless modes of transportation for residents in the region to anywhere in the United States.

All core programs that are available in the workforce center system offices offer appropriate supportive services to eligible customers. These services include but are not limited to gas cards, mileage reimbursement, child care, utilities, and rental assistance. Transportation assistance may include repairing vehicles, assistance with car insurance, and one or two car payments as the need is documented to allow a customer to continue in training or employment on an emergency basis.

Referrals to other support services are provided through referral to our partners as necessary.

F. Coordination of Adult Education and Literacy

References: WIOA §108(b)(13); 20 CFR §679.560(b)(12); WD 18-23, Change 2

Young people in the Middle Rio Grande region are living in high-poverty communities having less access to work, as well as fewer opportunities to gain early work experience and develop the skills needed to advance in school and the workplace. Post-secondary schools are under-resourced and where high school graduation rates are far below the national average.

The Board and its workforce center system contractor MRGDC will integrate and collaborate with Title II - Adult Education by:

- Broadening the focus of adult education, literacy, and English language barrier to provide referral services to include transition to postsecondary education and employment. The referral system has become a vital

benefit in our partnership arrangements. People tend to trust businesses they already know. This means that with a partner's recommendation and referral, their clients automatically invest trust in your organization and by creating an exclusive network between partner organizations and/or institutions these valuable recommendations and referral practically double the client base for each side. Joint promotions and advertising reflect solid relationships and partnerships.

Referrals potentially leading to adult education activities that "help eligible individuals transition to postsecondary education and WIOA education and training or employment, or for concurrent enrollment activities," so long eligibility and requirements are met.

- Encourage the use of integrated education and training and workforce preparation activities. Engage in innovative adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career information. This will help adult learners obtain college credits and achieve basic skill gains.

MRGDC continues to foster new affiliations to support the growth, promote jobs and economic development to the region. These partnerships augment workforce development resources to promote the coordination of services in our communities. To leverage resources and services for the residents of the region, MRGDC has developed alliances with training entities that have available training resources and partnerships with community-based organizations that have support services or case management such as MET, CSA, Family Endeavors etc. WIOA supports enhanced, innovative employment and training opportunities. Middle Rio Grande will engage to assist and serve the hardest to serve and border residents who often lack basic education attainment and English proficiency.

MRGDC has integrated with SWTC –AEL by inviting and conducting GED class at our four larger workforce centers. Class consists of workforce staff providing a morning filled with information and presentations to GED students to include but not limited to building soft skills, critical thinking, digital literacy and self-soft management skills. Hands on activities consist of using WorkinTexas for researching occupations of their interest and focusing on demand industries and occupations with data and wage information in our region.

Employers have engaged and participated in providing information to the students in regard to their aspect of the type of individual they are looking for, interview questions and positive responses and overall hiring processing. These events have been a huge success.

PART 6: ADULT AND DISLOCATED WORKERS

A. Adult and Dislocated Worker Employment and Training

The Middle Rio Grande Board provides funds through individual training accounts for training in targeted occupations. Individuals interested in training and eligible for WIOA are encouraged to review the targeted occupations list and the training available from area community colleges and other eligible training providers. The Southwest Texas College has a strong working relationship with the Board and with area employers. The colleges focus on the current and future skills needs of employers. Training may extend for up to two years with a financial cap of no more than $8,000 per year.

The targeted occupation list, which is developed by the Board, is shared with the community college and other eligible training providers to ensure training is available to eligible participants in their areas of interest. The list is also used by the community colleges when considering new training programs. Community college representatives serve as MRG Board members.

Additional training opportunities for adults and dislocated workers include AEL programs, literacy programs, and English as a Second Language training for those who have low levels of English fluency. Workshops on job skills development, job search, basic financial management skills, and other topics are provided as needs are identified. These may be conducted at the workforce centers or on request at an on-site location.

Short-term courses are available through Southwest Texas College that lead to industry recognized certifications that may result in entry level employability in occupations posted in WIT. Occupational training includes Commercial Drivers License, Lineman, Licensed Vocational Nurse, Registered Nurse and any training listed on the eligible provider training list.

The workforce center system offices and our community college partners provide outreach and identify eligible adults and dislocated workers. The six workforce center offices strategically located in our nine-county region give the Board the opportunity to recruit adults and dislocated worker applicants from the entire region. This offers a face-to-face opportunity for our workforce center staff to interact with the target population. As the staff talk with the dislocated workers through the UI/RESEA orientation classes or through individual discussions, the long-term benefits of the training are shared with the affected customers. In addition, the staff make personal contact with those dislocated workers who are close to exhausting their UI benefits to discuss their training opportunities. Including the Texas Veterans Commission staff is another component in our outreach process to ensure the Veterans served by

TVC are aware of the opportunities this grant will provide the dislocated Veteran worker.

The types of services include:

- Assessment and testing to identify barriers to placement in a job paying a self-sufficient wage.
- Occupational skills training in occupations projected to be in demand in the region.
- Basic skills remediation for those who need remediation in math, reading and language.
- Case management and counseling for program participants
- Labor market information to help inform job seekers about the economy.
- Job search assistance both through WorkInTexas and referrals to job openings posted by employers.
- Referral to partner services in the region as needed to ameliorate barriers to program participation and employment.
- A business services unit that listens to employers skills needs and anticipates ways to meet those needs
- Adult basic education and ESL programs for those needing such services.

B. Priority to Recipients of Public Assistance and Low-Income Individuals

The Board's priority of service policy states: Services will be targeted and provided to:

1. Veterans
2. Eligible foster youth
3. Recipients of public assistance
4. Low-income individuals
5. Other individuals meeting WIOA adult eligibility requirements, especially individuals that are basic skills deficient.

PART 7: FISCAL AGENT, GRANTS AND CONTRACTS

References: WIOA §108(b)(15); 20 CFR §679.560(b)(14)

A. Fiscal Agent

Middle Rio Grande Chief Elected Officials designated the Middle Rio Grande Development Council as the grant recipient and fiscal entity for this workforce area and as such is responsible for disbursal of grant funds.

B. Sub-Grants and Contracts

References: WIOA §108(b)(16); 20 CFR §679.560(b)(15)

MRG uses a competitive procurement process to select contractors for the WIOA funded workforce center system activities and child care services. The Board releases a request for proposals for the operation of the workforce center system and child care services in the Middle Rio Grande WDA. The RFP contains the requirements and restrictions concerning contracting and operation of the programs as well as the scoring criteria and timeline for the procurement. The RFP details the submission requirements and narrative and budget instructions. The Board maintains a list of bidders' entities which might be interested in submitting a proposal. A notice of the availability of the procurement is posted in local newspapers, on the Board's web page and sent to entities on the bidders' list. A bidders' conference is held either on-site or virtually to discuss the RFP elements and answer questions. A question/answer document is posted after the bidders' conference and emailed to entities on the bidders list. Proposals are due at the assigned due date and time. Late proposals are not accepted.

Proposals received are submitted to an independent evaluation team for evaluation using a standardized scoring instrument based on RFP scoring criteria and instructions. The evaluation team is selected through request for qualification procurement process. The independent evaluation team submits its report to the Board detailing the evaluation score and strengths and weaknesses of each proposal. The Middle Rio Grande Board of Directors reviews the evaluation report and selects a proposer for contract negotiations. If negotiations are successful a contract is signed.

Proposers are notified of the action taken by the Board. Proposers may elect to receive a debriefing on the evaluation of their proposal. Entities wishing to appeal the decision may follow the Board's appeal process within the designated time period as stated in the RFP.

PART 8: PERFORMANCE

A. Board Performance Targets

Performance benchmarks and measures are proscribed by the Texas Workforce Commission and become part of each Board's contract for funding. These performance benchmarks are passed on to the contractors and are incorporated into their contract statement of work. A table presenting PY2024 final performance is on page 26.

PART 9: TRAINING AND SERVICES

A. Individual Training Accounts

References: WIOA §108(b)(19); 20 CFR §679.560(b)(18)

Individual Training Accounts are provided to customers to pay for occupational skills training in targeted occupations. Training is usually provided by Southwest Texas College. ITAs have a life of up to two years from issue and a ceiling of $8,000 per individual customer. Customers have the choice of occupational study based on the target occupation list and availability of the training in the region.

B. ITA Limitations

References: 20 CFR §663.420; WD Letter 14-19, Change 2

The Board's individual training account maximum amount is $8,000 per fiscal year per eligible individual. Training is generally limited to two years maximum. Exceptions to this policy may be provided based on need and individual circumstances. Requests for an exception will be considered by the Board's Executive Director on a case-by-case basis.

PART 10: APPRENTICESHIP

A. Registered Apprenticeship Programs

The Middle Rio Grande Region has had limited registered Apprenticeship programs. These include construction, plumbing and mechanic trades. To encourage more participation in the apprenticeship career path, the workforce center staff will work with area secondary schools in promoting CTE for Apprenticeships. This would allow students an opportunity to enter their junior year and possibly have a journeyman status in some apprenticeship program after their second year of college. The Board's primary focus will be on the following areas: Electrical, Plumbing and Construction with some internships with local employers.

According to the Texas Workforce Commissions' *Report on Available Apprenticeships in Texas, Program Year 2024*, there are no current apprenticeship programs in the Middle Rio Grande workforce development area.

B. Apprenticeship Texas

Apprenticeship is a type of training that helps people get ready for skilled jobs. In apprenticeship programs, individuals get paid while you work and learn on the job from experienced workers. Individuals also attend classes that relate to their job to learn even more. These programs usually take about one to five years to complete, following the rules set by the industry.

Apprenticeships give individuals an education that is focused on practical skills, which can lead to well-paying jobs. Companies also use these programs to find and keep talented workers with high skills.

The Middle Rio Grande Workforce Board will be supportive of any local efforts to begin an apprenticeship program. Board and workforce center system staff will coordinate with any entity wishing to submit an application for an apprenticeship program. Board staff can provide labor market information to the applicant. Workforce center staff will help identify potential students who might benefit from an apprenticeship.

PART 11: PUBLIC COMMENT

The 2025-2029 State Plan was posted on the WFBMRG website starting on February 28, 2025, to March 17, 2025. Advertisement was done via social media for public comments.

Appendix: Texas Workforce Investment Council Requirements Local Board Plan Requirements for Alignment to the Texas Workforce System Strategic Plan

System Goals and Objectives

1. Employers Goal – Delivery of Relevant Education and Training Programs

Plan narrative pertinent to the employer goal and training may be found on pages 1-5.

WSMRG's second Board goal is focused on employers: Goal Two: The workforce of the Middle Rio Grande Workforce Development Area will possess the necessary skills and education to meet the present and future needs of employers.

The objectives are:

1. To develop and maintain an employment and training system that produces qualified applicants with the necessary skills to fill existing and future jobs.
2. To improve relations with the employer community and better understand their needs.
3. To enhance the workforce development area's employment opportunities.
4. To help improve the quality and quantity of training opportunities for residents

5. To enforce accountability for placement among education and training providers for the customers they serve.
6. To listen to workforce investment system partners to learn the workforce needs of the community and address these needs through improvements in workforce center service delivery

The Board and its contractor, the Middle Rio Grande Development Council, work closely with employers to ensure referred applicants meet the minimum prerequisites for employment openings. Job applicants are screened and tested, coached on job seeking and job interview skills, and given labor market information about the employer. The Board members serve as ambassadors of workforce development to their communities, gaining insight into business needs and promoting workforce development and program graduates to employers. Business Services Staff are part of economic development teams that work with expanding businesses and new incoming employers to understand their staffing needs and help design a comprehensive package for new businesses to encourage relocation or expansion.

The measure for this goal is the TWC contracted measure: Number of Employers Receiving Workforce Assistance

Board staff and contractor staff serve on ISD and community college advisory committees for career and technology programs. Staff share information/data regarding employer needs which is verified by employers who also serve on these committees.

Board members represent a significant cross section of employers in the region. The Board itself is the primary source of employer input and feedback for workforce development efforts. New and emerging industries and occupations are discussed as a part of the planning for target occupations and the identification of changing needs of employers for qualified, skilled applicants. The workforce center system's business services unit (BSU) is also a source of information on employer needs. The BSU representatives are in daily contact with employers, accessing ways to assist the employer in finding skilled employees. This information is presented to the Board during its meetings in the form of contractor progress reports. Any new or changing employer needs are discussed and addressed through the workforce center system or through the training providers. Even with the impact of the pandemic on the economy, the business services unit was able to serve 1,269 employers last year.

The BSU team members attend virtual chamber of commerce meetings to learn first-hand the needs and issues of businesses. BSU staff attend various chamber functions and participate in community events to learn more of the

needs of employers and to share information about how Workforce Services can assist them.

Upskilling and reskilling are actions that are intended to provide or improve skill sets for job seekers and employees alike. The difference between these two concepts lies in the objective of the training: whereas upskilling aims to teach employees new skills to optimize their performance; reskilling — also known as professional recycling — sets out to train employees to adapt to a different post within the company.

Reskilling and upskilling activities for adults include taking online courses through platforms, participating in mentorship programs, attending workshops, pursuing certifications, developing new technical skills, honing soft skills like communication and leadership, shadowing colleagues in different roles, volunteering for projects outside the current job's usual scope, and actively seeking out opportunities to learn new tools and technologies relevant to the field or desired career path.

Upskilling activities provided by the Board, the workforce center operator and the community education partners include occupational skills training in occupations deemed to be in demand (likelihood of growth in openings), short term coursework (whether on-line or in-person workshops) to improve job seeking skills, interview skills, and workforce maturity skills (so called "soft skills").

Short term credential programs for literacy and adult education are available through the workforce centers and through the adult education and literacy providers. Some of the Board's target occupations do not require long training times. The necessary skills for entry level positions can be obtained through short-term credential programs and on the job experience. The Board is coordinating with area training partners to implement credential programs. Jobs that require at least a high school diploma and some post-secondary non-degree awards are well suited to short term credential programs.

The Board works cooperatively with local higher education partners to identify areas of opportunity for short term credentialing. In addition, the Board supports the development of short-term credentialing by facilitating access to grant and WIOA funding that can support development of credentials and eventual training. The Board works with the Workforce Development and Training Division of Southwest Texas College. The College offers coursework in computers, including web site design, health care careers such as certified nurse aide training, clinical medical assistant training, phlebotomy technician training, medical billing and coding, heavy equipment training, a powerline technician program, and professional truck driver training.

The Board is conducting an inventory of short-term credentials and industry-based certifications in the region. Working with education partners, the Board will identify skills areas that are currently offered and propose skill areas that could lend themselves to this type of training component.

Populations that may benefit from short term credential programs are those individuals that are deficient in reading and math skills, individuals with little or no work experience, and individuals who have been dislocated and need some additional skills to help make them more competitive in the labor market.

The Board will track program data for upskilling, reskilling and short term credentialling to include program enrollments and completions, attainment of certifications and employment outcomes. Participants are encouraged to report to case managers their attainments and outcomes and provide documentation of that attainment.

2. Learners Goal – Expansion of Work-Based Learning and Apprenticeship

The discussion concerning apprenticeships can be found on pages 2, 5, 50 and 51 of the Board plan.

Ideally, work-based learning opportunities for unskilled or low skilled individuals reflect the skills needs of employers. The Board has developed work-based learning opportunities for youth but effective adult work-based learning requires the participation of employers who are willing to combine paid work with new skills development on the job. BSU staff will identify potential employers who might be interested in providing work-based learning opportunities in demand occupations. These employers will be asked to assist with developing the training curriculum centered on specific job skills for the occupation.

Work-based learning opportunities are available to youth participants as a part of their work experience assignment as well as through Career Education and Technology courses through area high schools. Work-based learning opportunities are also available to adults through Adult Education programs and short-term credential programs through area colleges. The Board is seeking employer partnerships to sponsor work-based learning opportunities.

3. Partners Goal – Alignment to Support Career Pathways

Alignment to support career pathways is discussed on pages 2, 26, 30, 31 and 32 of the Board plan documents.

WSMRG Board goal number three addresses partnerships - Goal Three: The Middle Rio Grande Workforce programs will develop a collaborative partnership between education, business, economic development and the community in general to address the skill requirements of the current and emerging workforce. The objectives for this goal are:

1. Ensure that all students are provided with opportunities to develop high levels of academic and technical competence.
2. Provide opportunities for all students to gain practical work and learning experience outside of the classroom.
3. Assist eligible youth to make informed career choices by offering a broad variety of career exploration opportunities involving business, industry, parents, teachers, counselors, administrators and community organizations.
4. Create a core service mix that is sequential, comprehensive, and includes strong work ethics, workplace foundation skills, and value-added occupational skills training.
5. Establish a workforce development structure that assures the integration of economic development and workforce development.
6. Attract broader community and economic development resources to improve economic opportunities in the region.

The focus for the Board on collaboration with education is to ensure access to skills that enhance customer's ability to obtain self-sufficiency. For employers the collaboration is to meet their employment needs and create opportunities for additional job openings for job seeking customers. Creating partnerships with economic development agencies allows the workforce to be a part of community investment decisions and recruiting new or expanding businesses.

The measures for achieving customer success are the TWC contract measures for youth.

The measures for educational attainment are the TWC contract measures for credential rate for youth and measurable skills gains for youth.

4. Policy and Planning Goal – Relevant Data Sets

Discussion of data elements and performance can be found on pages 2, 3, 19, 33, 39, 54 and 55 of the Board plan documents.

Goal Four of the Board goals states: Ensure the success of workforce development programs through accountability, evaluation, and rigorous continuous improvement.
Objectives:

1. All workforce development performance criteria will be exceeded by Board contractors.
2. Establish and maintain a data analysis and reporting capability to keep the Board apprised of the program successes and areas in need of improvement.
3. Create and access staff development opportunities

The Board and it's contractor share labor market intelligence with employers to plan for future labor demands. This exchange of qualitative and quantitative data will allow the Board to assist businesses with developing and maintaining a highly skilled labor force. Motivate our youth to select definite career paths after high school graduation and teach them transferable job skills needed to progress through the career pipeline.

The Board strives for accountability through performance data. Performance measures are understood and inculcated into the operations of the workforce center system. Standards are exceeded through the diligent application of the skills, knowledge and abilities of the Board and the workforce center system contractor in providing quality, effective workforce solutions to employers and job seekers, as well as quality child care services for those in need.

Performance data reports are shared across the workforce center system to present the status of operations and programs and identify areas for improvement. Board management and contractor staff meet monthly to discuss programs and performance data. Specific issues affecting performance are analyzed and recommendations considered to address performance gaps. Industry certifications are tracked and documented by the local case manager in the customer folder.

The child care contractor engages with child care providers and employers to expand the availability of high-quality child care. Child care staff provide monthly reports to Board management to help determine potential areas for new child care provider recruitment. BSU and Child Care staff have developed close relationships with the region's major employers in an effort to promote employer-provided child care, especially in rural areas where child care providers are few.

The Board is ready to work with TWC and TWIC on identifying and compiling additional data elements as a means to improve overall performance and access to program services.

WSMRG has integrated workforce programs and child care programs into the operation of the workforce center system. With full-service offices in Carrizo

Springs, Uvalde, Del Rio, Eagle Pass, Crystal City and satellite offices in Rocksprings, Cotulla and Leakey, access to both workforce and child care services are provided to customers in need of services. Child Care may also be accessed through a toll-free phone number. One contractor, Middle Rio Grande Development Council has operated these programs for many years and has a record of success in contracted performance, fiscal accountability and community involvement.

Strategic Opportunities

Strategic Opportunity 1 – Employer Engagement

Discussion about employer engagement can be found on the following pages of the Board plan document: pages 36-37.

The Board and its contractors engage with employers every day in the course of their operations of the workforce center system and the child care network.

Workforce center contractor staff have developed strong working relationships with employers in the course of their work to help place customers in employment that promotes individual self-sufficiency. BSU staff are in daily contact with company Human Resources personnel to ascertain their employment needs and anticipate changing skill requirements within their particular industry. Contractor staff attend chamber of commerce meetings and participate in economic development forums and seminars.

Board staff keep up to date with employment trends through the review of the Texas Workforce Commission labor market information publications and notices and share these with the full Board.

Board members are also a primary source of information for companies in the region. Private sector Board members represent many of the major employers in the region and are always ready to share information with Board staff regarding trends in their industry.

Strategic Opportunity 2 – Improving Outcomes for Texans with Barriers to Employment

Discussion regarding elimination of barriers to employment can be found on the following pages of the Board plan document: pages 21-25.
The elimination of barriers to employment is a major undertaking of the workforce center system and the child care network. Specific discussion can be found in the pages noted above.

The Board receives comprehensive reports regarding the types of barriers identified by workforce center staff and child care staff. The Board and its contractors work with area social service agencies, non-profits and local government to identify resources to help ameliorate individual barriers through program referrals to these partners. Referrals are documented and are subject to a 30- and 60-day follow-up by center staff to ensure that each individual is receiving appropriate services to address their needs.

Workforce Center staff and child care staff are provided with information from TWC and other state agencies serving shared customers concerning trends in need and work with the Board to adjust program strategies as needed to ensure that each individual is able to succeed in the program. Staff attend workshops provided by area partners that examine barriers to employment and discuss strategies to coordinate services without duplication of effort. Workforce Center customer orientation provides customers with an initial understanding of services available, and the role of center staff in helping foster a sense of trust with the case manager. This allows customers to be open in sharing their needs and experiences with case managers, improving the customer's service experience.

Strategic Opportunity 3 – Use of Data to Support Investment Decisions

Discussion regarding use of data to improve system performance is found throughout the plan. Data elements are used to identify target occupations, determine workforce needs of employers, understand demand for child care services, tracking customer and performance data to identify areas of deficiency or problems in the smooth flow of customers through the workforce center and child care systems. Additional discussion is found on pages 3, 7, 19, 32, 39, 54, and 55 of the Board plan documents.

The Board is always interested in ways to improve or streamline the workforce development system and the child care management system. When a promising tool or strategy is identified, the Board management staff discuss these opportunities with the workforce center system operator and the child care management as appropriate. Where a decision is made to purchase new tools or technologies the Board staff use the required procurement processes to make the purchase. Contractor staff are provided with information on the changes and report back to the Board the efficacy of such program changes or additions.

Workforce Solutions Middle Rio Grande Board

Executive Committee

April 10, 2025

Action Item
Lease Agreement for Eagle Pass Workforce Center

PURPOSE
Provide the Board with an update of the lease agreement for Eagle Pass Workforce Center.

DISCUSSION
The Eagle Pass Workforce Center lease will expire on April 30, 2025. Cano & Company was contacted to provide us with a cost analysis of square footage and a recommendation regarding office space.

Fiscal Agent will provide a handout at the Board meeting.

ACTION: Approve lease agreement for Eagle Pass Workforce Center.

TRANSFR INC.
124 East 14th Street, Floor 5
New York, NY 10003
Attn: Accounts Receivable
accountsreceivable@transfrvr.com
201-503-4789

RENEWAL SERVICE ORDER

Quote #: Q-26728-1
Quote Expires On: 5/15/2025
Transfr Rep: Kearsten Duvernay
Transfr Rep Email: kduvernay@transfrvr.com

Customer: Workforce Solutions Middle Rio Grande Development Council
Primary Contact:
Rosie Lozano
307 West Nopal Street
Carrizo Springs, TX 78834
US
Phone: 8304867507
Email: rosalind.lozano@wfsmrg.org

Bill To:
Workforce Solutions Middle Rio Grande Development Council
307 West Nopal Street
Carrizo Springs, TX 78834
United States
juan.cardenas@mrgdc.org

Admin Contact
Email:

Please review or complete the following information:

State Sales Tax Exempt (SSTE)?*

Purchase Order (PO) required by *Bill To* organization to finalize purchase?**

SSTE Number if applicable:

PO Number if applicable:

*If applicable, Transfr must receive your State Sales Tax Exemption Certification prior to generating an invoice.
NOTE: State Sales Tax Exemption does not include federal or IRS Non-Profit status, 501c3, etc.

**If applicable, Transfr must receive required Purchase Orders prior to generating an invoice
NOTE: Required Purchase Orders (POs) often have additional terms that must be agreed to prior to finalizing the contract, and contain instructions on how the Bill To organization is to be invoiced.

Total Headsets Provided by Transfr: 20
Total Headsets Already With Customer: 25
Additional Headsets Provided With This Order: -5

Order Details

Order Start Date: 5/15/2025
Order End Date: 5/14/2028

Payment Terms: Net 30
Billing Frequency: Full Amount
Currency: USD

Service Offering	Annual List Price	Quantity	Term (Years)	Net Total
Career Exploration	$2,000.00	20	3	$116,004.00
Transfr Provided Headset Lease	$200.00	20	3	$0.00

Billing Schedule:
Year 1 Invoice: $116,004.00

CONTRACT LIST TOTAL: $132,000.00
TOTAL DISCOUNT: $15,996.00
SUB TOTAL: $116,004.00
ESTIMATED TAXES TOTAL: $0.00
TOTAL: $116,004.00

- BuyBoard Contract #: 759-25

This Service Order constitutes an agreement by Customer to purchase certain products and services from Transfr in accordance with the terms and conditions set forth herein, and in Transfr's Terms of Use found at https://transfrinc.com/terms/, and does not constitute an invitation to negotiate. Capitalized terms used herein but not defined, shall have the meanings outlined in the Terms of Use.

Workforce Solutions Middle Rio Grande Board

Executive Committee

April 10, 2025

Action Item
Renewal of JCA Law Contract

PURPOSE
Provide the Board with an update of the legal services contract.

DISCUSSION
Our legal service contract with JCA Law, PLLC is up for renewal. Our contract is for a one-year term with the option of 2 renewals for a total of 3 years. The contract will commence on April 12, 2025.

ACTION: Approve for 2nd year renewal of contract with JCA Law.

Texas Workforce Commission
A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing the Public

Alberto Treviño, III
Commissioner Representing Labor

Joe Esparza
Commissioner Representing Employers

Edward Serna
Executive Director

March 13, 2025

Ms. Rosie Avila-Lozano
Executive Director
Workforce Solutions Middle Rio Grande Board
216 W. Main Street, Suite A
Uvalde, Texas 78801

Dear Ms. Avila-Lozano:

We have received the budget and expenditure information submitted by Workforce Solutions Middle Rio Grande Board for the Board's fiscal year beginning October 1, 2024. *The General Appropriations Act,* as adopted during the last regular legislative session, requires all board budgets be submitted to the State Legislative Reference Library.

We have determined that the information is compliant with the instructions provided by the Texas Workforce Commission, as described in *Texas Government Code §2308.262* and *Financial Manual for Grants and Contracts (FMGC) Chapter 6.2 Budget Submission Requirements.* A copy of the budget will be maintained in our files, a copy will be forwarded to TWC's Workforce Grants and Contracts Department, and another copy sent to the State Legislative Reference Library. In addition, a pdf copy of the final budget will be uploaded to the Annual Budget folder in SharePoint. Workforce Solutions Middle Rio Grande

Thank you for your assistance in helping us achieve a consistent budget format for all Boards. Should you have any questions or concerns, please contact Kathleen Runnels at 737-667-6092.

Sincerely,

Judy Ohn

Judy Ohn, CPA
Director of Fiscal Services and Audit Resolution
Division of Fraud Deterrence and Compliance Monitoring

cc: Betsy Prado, Controller, Middle Rio Grande Development Council
Lisa Guzman, Manager, Workforce Board Grants, TWC

Workforce Solutions Middle Rio Grande Board

Executive Committee

April 10, 2025

Information Item

Update on Board Members Nominations and TWC Approvals

PURPOSE

To update the Board on the CEO appointed WFSMRGB members and vacancies, submitted as of March 28, 2025.

DISCUSSION

a. The following counties have members whose terms will be expiring in June 2025

Kinney County	1
La Salle County	1
Maverick County	3
Real County	1
Uvalde County	2
Val Verde County	3
Zavala County	2
State Appointments	1

b. Resignation:
   1 Mr. Manual Estrada

c. Pending Appointments:
   1 Private Sector – Uvalde (pending CEO nomination)
   1 Private Sector – Val Verde (pending CEO nomination)

WFSMRG Board Liaison will continue to work with each CEO to assure all vacancies are filled as nominated or re-appointed by the CEO's.

Recommendation - none

WFS MRG Board Membership Matrix

CEO Distribution by County as of April 10, 2025

	Firstname	LastName	Category	Term Ends
	Dimmit County - Judge Gomez-Ponce			
1	Vacant		CBO	
2	Rodrigo	Jaime	Private Sector	6/30/2027
3	Lydia	Seiple	CBO	6/30/2027
	Edwards County - Judge Shanklin			
4	Michael D.	Grooms	Private Sector	6/30/2026
5	James	Glasscock	CBO	6/30/2026
	Kinney County - Judge Schuster			
6	Sara	Rivas	Literacy	**6/30/2025**
7	Dana	Johnson	Private Sector	6/30/2027
	La Salle County - Judge Martinez			
8	Cecil Tye	Snowden	Private Sector	6/30/2026
9	Myrta	Garcia	CBO	**6/30/2025**
	Maverick County - Judge Cantu			
10	Larry B.	Martin	Private Sector	6/30/2027
11	Yolanda	Ramon	Private Sector	6/30/2026
12	Romelia	Aranda	Private Sector	6/30/2026
13	Dora Alicia	Garza Velazquez	CBO	6/30/2027
14	Christoper	Hiller	Private Sector	**6/30/2025**
15	Aaron	Valdez	Private Sector	**6/30/2025**
16	Nancy	Rodriguez	Private Sector	**6/30/2025**
	Real County - Judge Rubio			
17	Wendall B.	Sansom, Jr.	Private Sector	**6/30/2025**
18	Shelly	Collins	Private Sector	6/30/2027
	Uvalde County - Judge Mitchell, Lead CEO			
19	Margot	Mata	ABE	6/30/2026
20	Jesse	Rizo	Labor	6/30/2027
21	Juan	Martinez	Private Sector	6/30/2026
22	Vacant		Private Sector	
23	Jesus R. (J.J.)	Suarez	Education - Post	**6/30/2025**
24	Ernesto	Flores	CBO	**6/30/2025**
	Val Verde County - Judge Owens			
25	Sergio	Diaz	Private Sector	6/30/2027
26	Vacant		Private Sector	
27	Rogelio	Gonzalez	Education - Sec.	**6/30/2025**
28	Blanca G.	Larson	Private Sector	**6/30/2025**
29	Jorge	Ramon	Econ. Dev.	6/30/2027
30	Juan Carlos	Vazquez	Private Sector	**6/30/2025**
	Zavala County - Judge Martinez-Rivera			
31	Jose Luis	Barajas	Private Sector	6/30/2026
32	Arturo	Gonzales	CBO	6/30/2026
33	Laura	Lopez	Private Sector	**6/30/2025**
34	Jesse	Martinez, Jr.	Private Sector	**6/30/2025**
		State Appointments		
35	Monica	Gonzales	Voc. Rehab.	6/30/2026
36	Aracely	Castle	Public Asst.	6/30/2027
37	Timothy L.	Grant	Public Empl.	**6/30/2025**

Membership Expiring June 30, 2025

Update 4/1/2025

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE BOARD

October 1, 2024 - September 30, 2025
Fiscal Year 2024-25

SUMMARY STATEMENT OF EXPENDITURES

COST CATEGORIES	2024-2025 Budget	February Expenses	Cumulative Expenses	Balance	VAR
PERSONNEL	*544,770*	39,850	229,729	*315,041*	42%
FRINGE BENEFITS	*204,507*	15,884	82,486	*122,021*	40%
INCENTIVE ADJUSTMENTS	*58,739*	0	27,042	*31,697*	0%
ACCOUNTING & AUDITING	*37,500*	0	7,504	*29,996*	20%
PROF. FEES/CONTRACTUAL	*62,500*	3,375	38,885	*23,615*	62%
BOARD TRAVEL - I / R	*10,000*	847	1,928	*8,072*	19%
BOARD TRAVEL - O / R	*8,000*	0	4,513	*3,487*	56%
TRAVEL - I / R	*40,000*	2,643	13,306	*26,694*	33%
TRAVEL - O / R	*42,000*	0	24,199	*17,801*	58%
SPACE - BOARD	*54,000*	4,449	22,244	*31,756*	41%
SPACE - COLOCATION	*400,000*	32,618	163,215	*236,785*	41%
UTILITIES	*5,000*	821	3,346	*1,654*	67%
SUPPLIES/MATERIALS	*60,000*	5,128	33,845	*26,155*	56%
EQUIPMENT PURCHASES	*20,000*	0	0	*20,000*	0%
EQUIPMENT / LEASE / MAINT.	*25,000*	3,969	25,000	*(0)*	100%
PRINTING / ADVERTISING	*5,000*	0	5,000	*(0)*	100%
INSURANCE / BONDING	*3,000*	0	3,000	*0*	100%
POSTAGE	*2,500*	0	640	*1,860*	26%
SUBSCRIPTION / DUES	*5,000*	2,418	5,000	*(0)*	100%
COMMUNICATIONS	*20,000*	1,270	12,350	*7,650*	62%
FISCAL ENTITY FEE	*109,000*	10,415	50,743	*58,257*	47%
IT FEE	*74,294*	3,723	18,136	*56,158*	24%
TRAVEL ALLOWANCE	*12,000*	2,400	0	*12,000*	0%
STAFF TRAINING	*10,000*	0	0	*10,000*	0%
Childcare Quality Supplies/Materials	*1,873,800*	0	273,489	*1,600,311*	15%
NETWORK UPGRADES	*110,671*	0	110,671	*0*	100%
SUBTOTAL	*3,797,281*	129,810	1,156,270	*2,641,011*	30%
INDIRECT	*0*	0	0	*0*	0%
GRAND TOTAL	*3,797,281*	129,810	1,156,270	*2,641,011*	30%
			Percentage of Fiscal Year 2023-24		42%

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE BOARD

October 1, 2024 - September 30, 2025
Fiscal Year 2024-25

WORKFORCE ADMINISTRATION

STATEMENT OF EXPENDITURES

COST CATEGORIES	2024-2025 Budget	February Expenses	Cumulative Expenses	Balance	VAR
PERSONNEL	*544,770*	39,850	229,729	*315,041*	42%
FRINGE BENEFITS	*204,507*	15,884	82,486	*122,021*	40%
INCENTIVE ADJUSTMENTS	*58,739*	0	27,042	*31,697*	46%
ACCOUNTING & AUDITING	*37,500*	0	7,504	*29,996*	20%
PROF. FEES/CONTRACTUAL	*62,500*	3,375	38,885	*23,615*	62%
BOARD TRAVEL - I / R	*10,000*	847	1,928	*8,072*	19%
BOARD TRAVEL - O / R	*8,000*	0	4,513	*3,487*	56%
TRAVEL - I / R	*40,000*	2,643	13,306	*26,694*	33%
TRAVEL - O / R	*42,000*	0	24,199	*17,801*	58%
SPACE	*54,000*	4,449	22,244	*31,756*	41%
UTILITIES	*5,000*	821	3,346	*1,654*	67%
SUPPLIES	*60,000*	5,128	33,845	*26,155*	56%
EQUIPMENT PURCHASES	*20,000*	0	0	*20,000*	0%
EQUIPMENT / LEASE / MAINT.	*25,000*	3,969	25,000	*(0)*	100%
PRINTING / ADVERTISING	*5,000*	0	5,000	*(0)*	100%
INSURANCE / BONDING	*3,000*	0	3,000	*0*	100%
POSTAGE	*2,500*	0	640	*1,860*	26%
SUBSCRIPTION / DUES	*5,000*	2,418	5,000	*(0)*	100%
COMMUNICATIONS	*20,000*	1,270	12,350	*7,650*	62%
FISCAL ENTITY FEE	*109,000*	10,415	50,743	*58,257*	47%
IT FEE	*74,294*	3,723	18,136	*56,158*	24%
TRAVEL ALLOWANCE	*12,000*	2,400	0	*12,000*	0%
STAFF TRAINING	*10,000*	0	0	*10,000*	0%
Childcare Quality Supplies/Material	*1,873,800*	0	273,489	*1,600,311*	15%
NETWORK UPGRADES	*110,671*	0	110,671	*0*	100%
SUBTOTAL	*3,397,281*	97,193	993,055	*2,404,226*	29%
INDIRECT	*0*	0	0	*0*	0%
GRAND TOTAL	*3,397,281*	97,193	993,055	*2,404,226*	29%

Percentage of Fiscal Year 2023-24 42%

MIDDLE RIO GRANDE DEVELOPMENT COUNCIL

#REF!

WORKFORCE PROGRAMS DIVISION
STATEMENT OF EXPENDITURES

COST CATEGORIES	2024-2025 Budget	February Expenses	Cumulative Expenses	Balance	VAR
PERSONNEL	*1,567,902*	104,792	607,776	*960,126*	39%
ONE TIME INCENTIVE PAY	*99,583*	0	91,667	*7,916*	0%
FRINGE BENEFITS 46.28%/45.56%	*725,625*	45,548	247,669	*477,956*	34%
ACCOUNTING & AUDITING	*27,103*	0	0	*27,103*	0%
PROF. FEES/CONTRACTUAL	*42,000*	0	6,179	*35,821*	15%
TRAVEL - I / R	*77,596*	2,940	11,314	*66,282*	15%
TRAVEL - O / R	*29,000*	0	12,976	*16,024*	45%
SPACE	*64,544*	3,604	19,581	*44,963*	30%
UTILITIES	*47,187*	9,636	32,906	*14,281*	70%
SUPPLIES	*87,596*	34,593	40,748	*46,848*	47%
EQUIPMENT PURCHASES	*0*	0	0	*0*	0%
EQUIPMENT / LEASE / MAINT.	*40,000*	4,294	27,118	*12,882*	68%
PRINTING / ADVERTISING	*9,463*	269	288	*9,175*	3%
INSURANCE / BONDING	*21,400*	0	9,913	*11,487*	46%
POSTAGE	*23,000*	0	5,484	*17,516*	24%
SUBSCRIPTION / DUES	*12,500*	29	482	*12,018*	4%
COMMUNICATIONS	*86,859*	10,716	42,604	*44,255*	49%
STAFF TRAINING	*42,098*	0	0	*42,098*	0%
FISCAL ENTITY FEE	*233,149*	15,499	118,547	*114,602*	51%
IT FEE	*89,561*	12,266	43,691	*45,870*	49%
NETWORK UPGRADES	*47,187*	157	47,187	*0*	100%
SUBTOTAL	*3,373,353*	244,342	1,366,129	*2,007,224*	40%
INDIRECT 10.0000%/9.1836%	*229,353*	8,164	80,686	*148,667*	35%
GRAND TOTAL	*3,602,706*	252,506	1,446,815	*2,155,891*	40%
			Percentage of Fiscal Year 2024-25		42%
NON-OPERATIONAL/PASSTHRU	*10,504,446*	724,488	4,093,818	*6,410,628*	39%

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE BOARD

October 1, 2024 - September 30, 2025
Fiscal Year 2024-25

CO-LOCATION RENT

STATEMENT OF EXPENDITURES

COST CATEGORIES	2024-2025 Budget	February Expenses	Cumulative Expenses	Balance	VAR
PERSONNEL	*0*	0	0	*0*	0%
FRINGE BENEFITS	*0*	0	0	*0*	0%
INCENTIVE ADJUSTMENTS	*0*	0	0	*0*	0%
ACCOUNTING & AUDITING	*0*	0	0	*0*	0%
PROF. FEES/CONTRACTUAL	*0*	0	0	*0*	0%
BOARD TRAVEL - I / R	*0*	0	0	*0*	0%
BOARD TRAVEL - O / R	*0*	0	0	*0*	0%
TRAVEL - I / R	*0*	0	0	*0*	0%
TRAVEL - O / R	*0*	0	0	*0*	0%
SPACE	*400,000*	32,618	163,215	*236,785*	41%
UTILITIES	*0*	0	0	*0*	0%
SUPPLIES	*0*	0	0	*0*	0%
EQUIPMENT PURCHASES	*0*	0	0	*0*	0%
EQUIPMENT / LEASE / MAINT.	*0*	0	0	*0*	0%
PRINTING / ADVERTISING	*0*	0	0	*0*	0%
INSURANCE / BONDING	*0*	0	0	*0*	0%
POSTAGE	*0*	0	0	*0*	0%
SUBSCRIPTION / DUES	*0*	0	0	*0*	0%
COMMUNICATIONS	*0*	0	0	*0*	0%
FISCAL ENTITY FEE	*0*	0	0	*0*	0%
IT FEE	*0*	0	0	*0*	0%
TRAVEL ALLOWANCE	*0*	0	0	*0*	0%
STAFF TRAINING	*0*	0	0	*0*	0%
Childcare Quality Supplies/Materials	*0*	0	0	*0*	0%
NETWORK UPGRADES	*0*	0	0	*0*	0%
SUBTOTAL	400,000	32,618	163,215	*236,785*	41%
INDIRECT	*0*	0	0	*0*	0%
GRAND TOTAL	400,000	32,618	163,215	*236,785*	41%

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE BOARD

October 1, 2024 Through September 30, 2025

FY 2024-2025 BOARD MID YEAR SUMMARY BUDGET

Monday, March 24, 2025 COST CATEGORIES	2025 MID-Year Budget	2025 BEG-Year Budget	Variance
PERSONNEL	648,770	544,770	(104,000)
FRINGE BENEFITS	248,883	204,507	(44,376)
INCENTIVE ADJUSTMENTS	27,042	58,739	31,697
ACCOUNTING & AUDITING	37,500	37,500	0
PROF. FEES/CONTRACTUAL	62,500	62,500	0
BOARD TRAVEL I/R	10,000	10,000	0
BOARD TRAVEL O/R	4,500	8,000	3,500
TRAVEL - I / R	35,000	40,000	5,000
TRAVEL - O / R	48,000	42,000	(6,000)
SPACE - BOARD	54,000	54,000	0
UTILITIES	7,500	5,000	(2,500)
SUPPLIES/MATERIALS	60,000	60,000	0
EQUIPMENT PURCHASES	5,000	20,000	15,000
EQUIPMENT / LEASE / MAINT.	34,510	25,000	(9,510)
PRINTING / ADVERTISING	5,000	5,000	0
INSURANCE / BONDING	3,000	3,000	0
POSTAGE	2,500	2,500	0
SUBSCRIPTION / DUES	5,000	5,000	0
COMMUNICATIONS	10,000	20,000	10,000
FISCAL ENTITY	109,000	109,000	0
IT FEE	74,294	74,294	0
TRAVEL ALLOWANCE	12,000	12,000	0
Network Upgrades	120,671	110,671	(10,000)
STAFF TRAINING	10,000	10,000	0
Subtotal	1,634,670	1,523,481	(111,189)
NON-Operational/Pass Thru	1,873,800	1,873,800	0
Space - Colocation	400,000	400,000	0
TOTAL	3,908,470	3,797,281	(111,189)

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

ANNUAL FINANCIAL AND COMPLIANCE REPORT

For The Year Ended September 30, 2024

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Workforce Solutions Middle Rio Grande
Uvalde, Texas

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Workforce Solutions Middle Rio Grande (the Board) as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the Board's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and the aggregate remaining fund information of the Board, as of September 30, 2024, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Board and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Board's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Board's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and the Texas County and District Retirement System (TCDRS) pension information, as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Board's basic financial statements. The accompanying combining statements, and supplemental grant schedules, are presented for purpose of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal and state awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the State of Texas Single Audit Circular are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying combining statements, supplemental grant schedules, and the schedule of expenditures of federal and state awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2025, on our consideration of the Board's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Board's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Board's internal control over financial reporting and compliance.

March 31, 2025

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Workforce Solutions Middle Rio Grande (the Board) presents our discussion and analysis of the Board's financial performance during the year ended September 30, 2024. Please read it in conjunction with the Board's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- Revenues for the current year were $15,204,163 as compared to $13,893,494 in the previous year. The increase was primarily attributable to additional funding received for Child Care Development and Workforce Investment Opportunity.
- Total Net Position increased by $131,847 for the year ended September 30, 2024.
- The Board's Net Pension Asset increased by $154,610 for the year ended September 30, 2024.

OVERVIEW OF THE FINANCIAL STATEMENTS

The Financial Section consists of three parts – Management's Discussion and Analysis (this section); the basic financial statements with accompanying notes; and other optional supplementary information that presents combining financial statements for non-major governmental funds. The financial statements are intended to be organized so that the reader can understand the Board as an entire operating entity.

The basic financial statements include two kinds of statements that present different views of the Board in addition to the notes that explain some of the information in the financial statements and provide data that are more detailed:

- The first two statements are government-wide financial statements – the Statement of Net Position and the Statement of Activities, provide both long-term and short-term information about the Board's overall financial status.

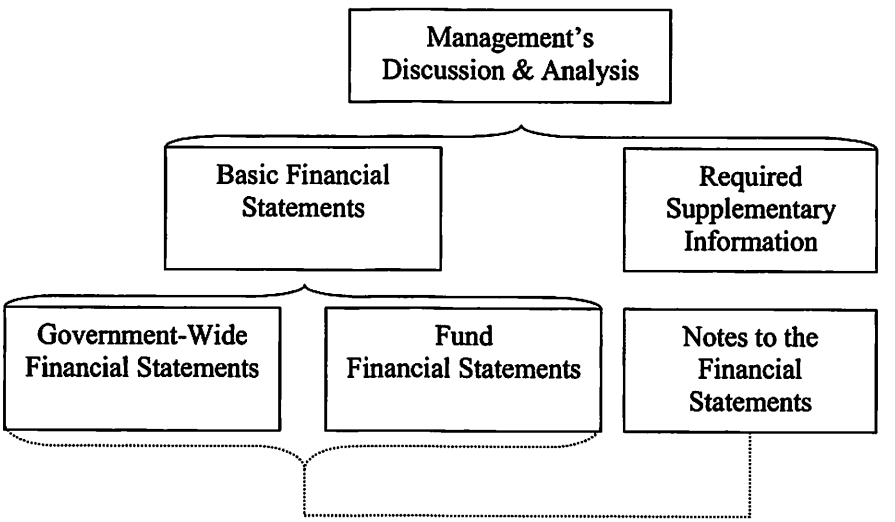
- The remaining statements are fund financial statements that focus on individual parts of the government, reporting the Board's operation in more detail than the government-wide statements. The governmental fund statements tell how general government services were financed in the short-term as well as what remains for future spending.

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MANAGEMENT'S DISCUSSION AND ANALYSIS

Figure A-1 shows how the required parts of this annual report are arranged and related do one another.

Figure A-1
Required Components of the Board's Financial Report



Government-Wide Financial Statements

The *Statement of Net Position* presents information on all of the Board's assets, deferred outflow of resources, liabilities and deferred inflow of resources with the difference between the two reported as Net Position. Over time, increases or decreases in Net Position may serve as a useful indicator of whether the financial position of the Board is improving of deteriorating.

The *Statement of Activities* presents information showing how the Board's Net Position changed during the most recent fiscal year. All changes in Net Position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., accrued annual leave).

These two government-wide financial statements distinguish functions of the Board that are principally supported by federal and state grants.

Change in net position is important because it tells the reader that, for the Board as a whole, the financial position of the Board has improved or diminished. The causes of this change may be the result of many factors, some financial, and some not. Non-financial factors include changes in legislative laws and appropriations and facility needs.

The Board reports government activities in the Statement of Net Position and the Statement of Activities. Government activities are the activities where most of the Board's programs and services are reported including, but not limited to, administration and training.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Board, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the Board can be divided into one category: governmental funds. The Board's major governmental funds are the General Fund and the Texas Workforce Commission funds. The Other non-major funds consist of grants received from the Lower Rio Grande Workforce Development Board.

Governmental Funds – All of the Board's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end for spending in future periods. These funds are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Board's general operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

FINANCIAL ANALYSIS OF THE BOARD AS A WHOLE

The Board's net position was $115,975 at September 30, 2024.

Table A-1
Net Position

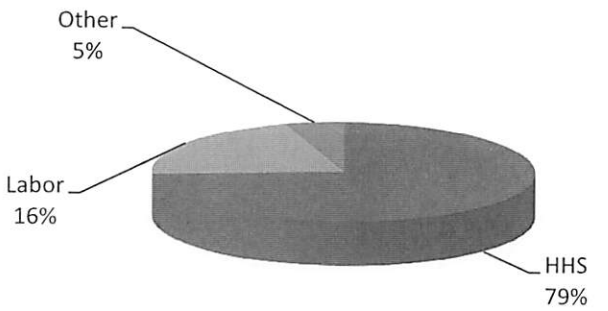
	2024	2023
Current Assets	$ 1,268,704	$ 955,109
Right-to-Use Leased Asset	730,669	425,362
SBITA Asset	31,241	-
Capital Assets	2,215	3,473
Net Pension Asset	153,815	-
Total Assets	$ 2,186,644	$ 1,383,944
Deferred Outflow of Resources	35,158	97,259
Current Liabilites	$ 1,582,982	$ 1,286,837
Long-Term Liabilites	460,739	124,708
Total Liabilities	$ 2,043,721	$ 1,411,545
Deferred Inflow of Resources	62,106	85,530
Net Position		
Net Investment Capital Assets	$ -	$ -
Unrestricted	115,975	(15,872)
Total Net Position	$ 115,975	$ (15,872)

The unrestricted net position of $115,975 and ($15,872) results from the recognition of long-term liabilities, primarily pension related, that have not been funded by grantors. Such deficits are expected to be funded in future years.

Changes in Net Position

The Board's total revenues were $15.20 million (See Table A-2). 100% of the revenue is comprised of Federal/State Funding. (See Figure A-2) As indicated in Figure A-2, 79% of revenue comes from the Department of Health & Human Services. The total cost of all programs and services was $15.07 million (Table A-2); 100% of these costs are for economic opportunity services.

Figure A-2
Sources of Revenue



(Continued)

Table A-2
Net Assets

	Governmental Activities 2023-2024	Governmental Activities 2022-2023
Revenues		
Program Revenues		
Operating Grants and Contributions	$ 15,188,924	$ 13,892,892
General Revenues		
Miscellaneous	15,239	602
Total Revenues	15,204,163	13,893,494
Expenses		
Economic Opportunity	15,072,316	13,887,493
Total Expenses	15,072,316	13,887,493
Change in Net Position	131,847	6,001
Beginning Net Position	(15,872)	(21,873)
Ending Net Position	$ 115,975	$ (15,872)

Capital Assets

At September 30, 2024, the Board had invested $248,099 in furniture and equipment, (See Table A-3).

Table A-3
Board's Capital Assets

	Fiscal Year 2024	Fiscal Year 2023
Furniture and Equipment	$ 248,099	$ 248,099
Totals at Historical Cost	248,099	248,099
Total Accumulated Depreciation	(245,884)	(244,626)
Total Capital Assets, Net	$ 2,215	$ 3,473

Table A-4
Board's Right-to-Use-Leases

	2024	2023
Right-to-Use-Leases	$ 1,801,688	$ 1,044,894
Total	1,801,688	1,044,894
Total Accumulated Amortization	(1,071,019)	(619,532)
Total Right-to-Use Lease, Net	$ 730,669	$ 425,362

Table A-5
Board's Subscription-Based Information Technology Agreement

	Fiscal Year 2024	Fiscal Year 2023
SBITA's	$ 43,257	$ -
Total	43,257	-
Total Accumulated Amortization	(12,016)	-
Total SBITA's, Net	$ 31,241	$ -

Long-Term Liabilities

Long-term liabilities consist of the non-current portion of lease and SBITA liabilities in the amount of $446,332 and $14,407. Additional detailed information can be found in Note 7 and Note 8 to the financial statements.

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

MANAGEMENT'S DISCUSSION AND ANALYSIS

ECONOMIC FACTORS AND FUTURE OUTLOOK

The two principal funding allocations for the operation of the one-stop centers and the child care services in the Middle Rio Grande workforce delivery area are funds managed by its designated Fiscal Entity, the Middle Rio Grande Development Council. The following chart shows that these allocations will be increased by $487,808.00 from FY2024 to FY2025. The workforce board's analysis indicates that the baseline amount and the additional funding in the estimated allocations will mitigate the improvement in the economic well-being of the Region.

Program	FY 2024 Allocation	FY2025 Allocations	% Change	Change (Funding)
WIOA Adult	$ 741,013	$ 878,332	16%	$ 137,319
WIOA Youth	801,028	943,891	15%	142,863
WIOA Dislocated Worker	537,269	486,423	10%	-50,846
WIOA Rapid Response	18,640	16,058	16%	-2,582
TANF	824,313	799,101	3%	-25,212
SNAP E&T	161,657	175,761	8%	14,104
Employment Services	154,478	197,778	22%	43,300
Adult Education and Literacy*	772,866			-772,866
Child Care	9,541,266	10,542,994	10.%	1,001,728
	$ 13,552,530	$ 14,040,338		$ 487,808

The Child Care grants had an increase in funding in the CCDF Discretionary and CCD Discretionary funds. We had an increase in WIOA Adult and WIOA Youth grants, but a decrease in WIOA Dislocated Worker of a little over $229,000.00. We are not going to include Adult Education and Literacy for its not a funding source for the Workforce Board.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of Workforce Solutions Middle Rio Grande's finances for all those with an interest to the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Workforce Solutions Middle Rio Grande
Office of the Controller
P.O. Box 760
216 W. Main, Ste. A
Uvalde, Texas 78802
Telephone Number: (830) 591-0141
Email address: rosalind.lozano@wfsmrg.org

BASIC FINANCIAL STATEMENTS

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

STATEMENT OF NET POSITION

September 30, 2024

	Governmental Activities
ASSETS	
Current Assets	
Cash	$ 30,300
Grants Receivable	1,183,714
Other Receivables	7,421
Other Assets	1,582
Prepaid Assets	45,687
Total Current Assets	1,268,704
Non-Current Assets	
Capital Assets (net of accumulated depreciation)	2,215
Right-to-Use Leased Asset (net of accumulated amortization)	730,669
SBITA Asset (net of accumulated amortization)	31,241
Net Pension Asset	153,815
Total Non-Current Assets	917,940
Total Assets	$ 2,186,644
DEFFERRED OUTFLOW OF RESOURCES	
Deferred Outflow related to TCDRS Pension	35,158
Total Deferred Outflow of Resources	35,158
LIABILITIES	
Current Liabilities	
Accounts Payable	163,414
Payroll and Accrued Liabilities	43,581
Compensated Absences	6,318
Due to Funding Source	267,288
Due to Fiscal Agent	388,821
Unearned Revenues	395,512
Current Portion of Long-Term Lease Liability	304,343
Current Portion of Long-Term SBITA Liability	13,705
Total Current Liabilities	1,582,982
Non-Current Liabilities:	
Non-Current Portion of Lease Liability	446,332
Non-Current Portion of SBITA Liability	14,407
Total Non-Current Liabilities	460,739
Total Liabilities	$ 2,043,721
DEFFERRED INFLOW OF RESOURCES	
Deferred Inflow related to TCDRS Pension	62,106
Total Deferred Inflow of Resources	62,106
NET POSITION	
Net Investment in Capital Assets	-
Unrestricted Net Position	115,975
Total Net Position	$ 115,975

The accompanying notes are an integral part of these financial statements.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

STATEMENT OF ACTIVITIES

For The Year Ended September 30, 2024

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Net (Expenses) Revenue and Changes in Net Position
Governmental Activities				
Economic Opportunity	$ 15,072,316	$ -	$ 15,188,924	$ 116,608
Total Government Activities	$ 15,072,316	$ -	$ 15,188,924	$ 116,608
General Revenues:				
Miscellaneous Revenues				$ 15,239
Total General Revenues				15,239
Change in Net Position				131,847
Net Position - Beginning				(15,872)
Net Position - Ending				$ 115,975

The accompanying notes are an integral part of these financial statements.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

BALANCE SHEET
GOVERNMENTAL FUNDS

September 30, 2024

	General Fund	TWC Grants	Other Grants	Total Governmental Funds
ASSETS				
Cash	$ -	$ 30,300	$ -	$ 30,300
Grants Receivable	-	1,182,787	927	1,183,714
Due from Fiscal Agent	21,758	2,156,768	-	2,178,526
Due from Other Funds	22,225	-	-	22,225
Other Receivables	5,446	1,975	-	7,421
Other Assets		1,582	-	1,582
Prepaid Assets	14,296	31,389	-	45,685
Total Assets	$ 63,725	$ 3,404,801	$ 927	$ 3,469,453
LIABILITIES				
Accounts Payable	$ 21,306	$ 142,108	$ -	$ 163,414
Accrued Liabilities	16,336	27,245	-	43,581
Due to Funding Source	-	606,011	-	606,011
Due to Other Funds	-	21,298	927	22,225
Due to Fiscal Agent	15,996	2,551,350	-	2,567,346
Unearned Revenue	-	56,789	-	56,789
Total Liabilities	53,638	3,404,801	927	3,459,366
FUND BALANCES				
Unassigned Fund Balance	10,087	-	-	10,087
Total Fund Balances	10,087	-	-	10,087
Total Liabilities and Fund Balances	$ 63,725	$ 3,404,801	$ 927	$ 3,469,453

The accompanying notes are an integral part of these financial statements.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

RECONCILIATION OF BALANCE SHEET - GOVERNMENTAL FUNDS TO
STATEMENT OF NET POSITION

September 30, 2024

Total Fund Balances - Governmental Funds	$	10,087
Amounts reported for governmental activities in the statement of net position are different because:		
Leased assets, net of amortization used in governmental activities, are not financial resources and therefore are not reported as assets in governmental funds.		336,548
Right-to-Use Leased Asset used in governmental activies are not financial resources and, therefore are not reported in the governmental funds. At the beginning of the year, the cost of these assets were $1,044,894 and the accumulated amortization was ($619,532).		425,362
Payments of Leases and SBITAs Payable		(333,960)
Capital assets used in governmental activies are not financial resources and, therefore are not reported in the governmental funds. At the beginning of the year, the cost of these assets were $248,099 and the accumulated depreciation was ($244,626).		3,473
Long-term liabilities inluding compensated absences, leases, net pension obligation, and deferred inflow/outflow of resources are not due and payable in the current period, and therefore are not reported in as assets/liabilities in the funds. At the beginning of the year, the beginning balance for compensated absences ($5,712), leases ($444,827), net pension obligation $(795), deferred outflows $97,259 and deferred inflows was ($85,530). The net effect is to decrease net position.		(439,605)
Current year changes in compensated absences are expenditures in the fund financial statements but they should be shown as reductions in the government-wide financial statements. The net effect is to decrease net position.		(606)
The 2024 depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net position.		(1,258)
Included in the items related to debt is the recognition of the Board's proportionate share of the net pension asset required by GASB 68 in the amount of $154,611, a deferred resource outflow related to TCDRS in the amount of ($62,101) and a deferred resource inflow related to TCDRS in the amount of $23,424. The net effect is to increase net position.		115,934
Net Position of Governmental Activities	$	115,975

The accompanying notes are an integral part of these financial statements.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS

For The Year Ended September 30, 2024

	General Fund	TWC Grants	Total Governmental Funds
Revenues			
Grant Revenues	$ -	$ 15,188,924	$ 15,188,924
Other Revenue	15,239	-	15,239
Total Revenues	15,239	15,188,924	15,204,163
Expenditures			
Economic Opportunity Programs			
Childcare Development	-	11,134,284	11,134,284
Temporary Assistance for Needy Families	-	789,426	789,426
Supplemental Nutrition Assistance Program	-	161,657	161,657
Workforce Innovation & Opportunities Act	-	2,331,264	2,331,264
Other Training Programs	50	772,293	772,343
Total Expenditures	50	15,188,924	15,188,974
Excess (Deficiency) of Revenues Over (Under) Expenditures	15,189	-	15,189
Fund Balances - Beginning	(5,102)	-	(5,102)
Fund Balances - Ending	$ 10,087	$ -	$ 10,087

The accompanying notes are an integral part of these financial statements.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

RECONCILIATION OF CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS TO CHANGE IN NET POSITION - GOVERNMENTAL ACTIVITIES

For the Year Ended September 30, 2024

t Change in Fund Balance - Governmental Funds	$	15,189
Amounts reported for governmental activities in the statement of activities are different because:		
Leased assets and SBITAs, net of amortization used in governmental activities, are not financial resources and therefore are not reported as assets in governmental funds.		336,548
Total lease and SBITA liability.		(333,960)
Depreciation is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation expense is to decrease net position.		(1,258)
Certain liabilities are accrued at the government-wide level but not at the fund level. This is the current year change in those liabilities, reported in the Statement of Activities.		(606)
Various adjustments necessary to record the Board's pension liability were as follows:		
Contributions in the amount of $67,492 made after the measurement date of December 31, 2023 were de-expended and recorded as deferred outflows of resources.		67,492
Contributions in the amount of $24,121 made before the measurement date but during the fiscal year were used to calculate the Board's net pension liability.		24,121
The Board's proportionate share of various expenses in the amount of $(54,182) were used to calculate the Board's ending net pension liability.		(54,182)
The Board amortized its share of unrecognized deferred inflows and outflows or resources for TCDRS as of the measurement date in the amount of $78,503.		78,503
ange in Net Position-Governmental Activities	$	131,847

The accompanying notes are an integral part of these financial statements.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Workforce Solutions Middle Rio Grande (the Board) is a special purpose local government, which was created pursuant to Texas House Bill 1863. The purpose of the Board is to provide for the administration, management, planning, policy development, oversight and evaluation of all Workforce Development and related activities within the Middle Rio Grande Service Delivery area. The area served includes La Salle, Dimmit, Uvalde, Maverick, Edwards, Val Verde, Real, Kinney, and Zavala Counties.

Representation on the Board of Directors of the Board shall be consistent with the state/federal mandates. The Chief Elected Officials of the Middle Rio Grande Region appoint members to the Board of Directors. Not less than fifty-one (51%) percent of the board membership shall be composed of private-sector representatives.

The accounting policies and financial reporting practices of the Board conform in all material respects to generally accepted accounting principles as applicable to units of government, as issued by the Governmental Accounting Standards Board (GASB). The Governmental Accounting Standards Board (GASB) is the accepted body for establishing governmental accounting and financial reporting standards.

Designation of Fiscal Agent

In accordance with the Chief Elected Official – Workforce Development Board partnership agreement, the Middle Rio Grande Development Council (the Council) was designated as the fiscal agent for all workforce programs. As such, the Council maintains the books of account for the Board, receives and disburses funds, procures service providers, materials, supplies and equipment, and bills for services provided to the Texas Workforce Commission. Financial Statements for the Council have been issued separately. In addition, the Council serves as the program operator for most of the Board's programs.

B. Government-Wide and Fund Financial Statements

The Board's financial statements are prepared in accordance with the provisions of GASB Statement No. 34, *Basic Financial Statements- and Management's Discussion and Analysis- For State and Local Governments.* GASB Statement No. 34 requires financial statements to include a Management's Discussion and Analysis (MD&A), government-wide financial statements, and required supplementary information.

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities comprise the government-wide financial statements. These statements report financial information for the Board as a whole excluding fiduciary activity such as employee pension plans. Net position is segregated into net investments in capital assets, restricted for federal and state programs, and unrestricted.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Statement of Activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and only include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues consist of operating grants which includes amounts paid by organizations outside the Board to help meet the operational requirements of a given function. Examples include Texas Workforce Commission grants.

Indirect Costs are allocated based on an approved indirect cost rate, the rates are approved by the Board's cognizant agency and are all allocated to the economic opportunity function.

Interfund activities between governmental funds appear as due to/due from other funds on the Governmental Funds Balance Sheet. All interfund transactions between governmental funds are eliminated on the government-wide financial statements.

Fund Financial Statements

Fund Financial Statements are provided for governmental funds. Major individual governmental funds are reported in separate columns with composite columns for non-major funds. The Board considers the General Fund, and the Texas Workforce Commission Grants as major funds and reports their financial condition and results of operations in a separate column in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

1. The financial statements of the Board are prepared in accordance with generally accepted accounting principles (GAAP).

   The government-wide financial statements report using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

   Governmental fund financial statements use the *current financial resources measurement focus* and the *modified accrual basis of accounting*. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds' present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in fund balance.

   The modified accrual basis of accounting recognizes revenues in the accounting period in which they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. A sixty-day availability period is used for revenue recognition for all governmental fund revenues. Expenditures are recorded when the related fund liability is incurred.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Grant funds are considered to be earned when the related program expenditures are incurred. Accordingly, when such funds are received, they are recorded as unearned revenues until related and authorized expenditures have been made or eligibility requirements have been met. Funds expended but not yet received are shown as receivables. If balances have not been expended by the end of the project period, grantors sometimes require the Board to refund all or part of the unused amount.

When the Board incurs an expenditure for which both restricted and unrestricted resources may be used, it is the Board's policy to use restricted resources first, then unrestricted.

D. Major Funds

The Board reports the following major governmental funds:

The *General Fund* is the Board's primary operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

The *Texas Workforce Commission Fund* accounts for the Board's Workforce programs. Major programs include the Child Care Development Block Grant funds.

Additionally, the Board reports the following governmental fund types:

The *Other Non-TWC Grant Funds* consist of Special Revenue Funds which account for grants received from the Lower Rio Grande.

E. Capital Assets

Capital assets are stated at historical cost. Donated capital assets are valued at their estimated fair market value on the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. The Board's capitalization threshold for capital assets is $5,000. The following represents the useful lives for the various capital asset types:

Capital Asset Type	Estimated Useful Life
Audio/video & Sound Equipment	5 years
Computers and Peripheral Equipment	3 years
Furniture, Fixtures and Leasehold Improvements	5 years
Vehicles	5 years

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. Employee Benefits

Employee benefits are allocated to grant projects based upon expenditures in accordance with the Office of Management Uniform Guidance. Board employee benefits are allocated to grant projects as a percentage of salary costs.

G. Annual Budget

The Board prepares annual operating budgets based on expected revenues from the various state and federal grantor agencies. The grants related to specific programs that contemplate revenues and expenditures over the lives of each program generally have funding periods different from the budget year. The annual budget, which is approved by the Board, is based on estimates of the various programs that will be completed during the fiscal year. The budgets are revised periodically, primarily when anticipated grants are ratified by the various funding agencies. Budget discussions, including revisions, are conducted by the Board's Board of Directors in open meetings. However, as the Board has no taxing or oversight authority, the budgetary process is not one which culminates in an appropriated bill or an ordinance enacted into law. In this respect, the budget for the Board is not an appropriated budget as defined by GASB Code Sec. 2400.11D. As such, a Statement of Revenues and Expenditures-Budgeted and Actual has not been included as part of the financial statements.

H. Compensated Absences

Employees accrue vacation, personal leave, and sick leave based on years of service with the Board within certain limitations. Employees with less than 5 years service may accrue up to a maximum of 5 days, while employees with more than 5 years may accrue up to a maximum of 10 vacation days during the fiscal year. The maximum amount of leave payable upon termination is 20 hours for employees with less than 5 years of service, and 40 hours for employees with more than 5 years of service. Vacation accruals are reflected on the Government-Wide Statement of Net Position. The Board's sick leave policy permits the unlimited accumulation of sick days and two days of personal leave per year. Employees are not paid for unused sick or personal days upon termination of employment; accordingly, sick and personal pay is charged to expenditures when taken. No provision has been made in the financial statements for unused sick or personal leave since they do not vest with the employees.

I. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Board itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Nonspendable
Amounts not available to be spent either because it is either not in spendable form or there is a legal or contractual requirement for the funds to remain intact. Examples include inventories, prepaid items, and deferred expenditures.

Restricted
The restricted fund balance includes the portion of the spendable fund balance that reflects constraints on spending because of legal restrictions stipulated by outside parties, state statutes, or grant requirements placed on the use for specific purposes. Examples include encumbrances for goods or services with outside creditors or grantors outstanding at the end of the year.

Committed
The committed fund balance includes the portion of the spendable fund balance that reflects constraints that the Board has imposed upon itself by a formal action of the Board of Directors which consists of majority approval. This constraint must be imposed prior to year-end but the amount can be determined at a later date.

Assigned
The assigned fund balance is the portion of the spendable fund balance that reflects funds intended to be used by the Board for specific purposes, as determined by an official in which the Board has delegated authority, such as the Controller.

Unassigned
This is the residual classification for the Boards general fund and includes all spendable amounts not contained in the other classifications, and therefore, not subject to any constraints. Unassigned amounts are available for any purpose. Although there is generally no set spending plan for the unassigned portion, there is no need to maintain a certain funding level. Unassigned fund balance is commonly used for emergency expenditures not previously considered; in addition, the resources can be used to cover expenditures for revenues not yet received.

K. Spending Order

Fund balance amounts that are restricted, committed, or assigned are considered to have been spent when an expenditure is incurred for the respective purpose. If an expenditure is incurred that meets the criteria in more than one fund balance category, then the Board considers that fund balance is relieved in the following order: restricted, committed, assigned, and then unassigned.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

L. Fund Balance/Net Position

The general fund reported a fund balance of $10,087 as of September 30, 2024. The ending net position of $115,975 results from recognizing pension long term liabilities, right-to-use leases, SBITAs and related expenses.

M. Deferred Inflows/Outflows of Resources

The deferred outflows/inflows of resources accounted for on the government wide statement of net position relate to the GASB 68 recognition of the Board's portion of the Texas County and District Retirement System (TCDRS) net pension asset.

N. Leases

The Board is a lessee for four non-cancelable leases of office space and one non-cancelable lease of copiers and printers. The Board recognizes a lease liability and a right-to-use lease asset. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date. Subsequently, the lease asset is amortized on a straight-line basis over its useful life. The lease liability is measured at the present value of payments expected to be made during the lease term and the interest included in the lease payment is recorded as an expense.

O. Subscription-Based Information Technology Arrangements (SBITAs)

The Board has one subscription-based arrangement. Accordingly, the Board recognizes a SBITA liability and a SBITA asset. The SBITA asset is initially measured as the initial amount of the SBITA liability, adjusted for payments made at or before the lease commencement date. Subsequently, the SBITA asset is amortized on a straight-line basis over its useful life. The SBITA liability is measured at the present value of payments expected to be made during the SBITA term and the interest included in the lease payment is recorded as an expense.

2. CASH

Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Board's deposits may not be returned to it. The Board's deposits were fully insured by FDIC coverage throughout the year.

As of September 30, 2024, the cash balance reported on the financial statements was $30,300. The bank balance at September 30, 2024 was $62,328.

Investments

The Board did not have any investments during the year ended September 30, 2024.

3. CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2024 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance
Capital Assets, Being Depreciated				
Furniture and Equipment	$ 248,099	$ -	$ -	$ 248,099
Total Capital Assets, Being Depreciated	248,099	-	-	248,099
Less Accumulated Depreciation For:				
Furniture and Equipment	(244,626)	(1,258)	-	(245,884)
Total Accumulated Depreciation	(244,626)	(1,258)	-	(245,884)
Total Capital Assets, Net	$ 3,473	$ (1,258)	$ -	$ 2,215

4. GRANTS RECEIVABLE/DUE TO FUNDING SOURCE/UNEARNED REVENUES

As of September 30, 2024, the Board's receivables, due to funding source, and unearned revenue balances by grant, are as follows:

Grants Receivable:

PROGRAM	CONTRACT NO.	AMOUNT
Child Care Development Fund Cluster	2724 CCF 001	$ 545,697
	2725 CCF 001	4,737
	2716 CCP 000	1,178
	2717 CCP 000	4,778
	2720 CCP 001	1,674
	2725 CCP 001	13,144
	2724 CCQ 001	87,430
		658,638
Migrant and Seasonal Farm Worker	2710 MSW 000	399
Texas Veterans Commission	VES 13-27	633
	VES 16-27	1,605
	VES 17-27	1,145
	2724 TVC 001	3,544
		6,927
Employment Services	2713 WPA 000	11
	2723 WPA 001	289
	2724 WPA 001	1,042
		1,342
Workforce Commission Incentive	2723 WCI 001	19,615
	2724 WCI 001	8,000
		27,615

(Continued)

4. GRANTS RECEIVABLE/DUE TO FUNDING SOURCE/UNEARNED REVENUES (Continued)

PROGRAM	CONTRACT NO.	AMOUNT
Workforce Innovation and Opportunity Act	2720 WOA 001	1,314
	2724 WOA 001	103,933
	2720 WOO 001	1
	2722 WOO 001	1,374
	2724 WOO 001	1,073
		107,695
WIA – Additional Assistance – Dislocated Worker	2721 WAA 001	36,482
	2722WAA 001	3,383
	2723 WOD 001	17,378
		57,243
TANF Cluster	2724 TAF 001	41,937
	2725 TAF 001	205
		42,142
Performance Incentive	2715 PAA 000	509
Military Family Support	2724 WOS 001	3,742
Skills Development Fund - Covid 19	2720 COS 001	26,387
WOZ Upskilling and Training	2724WOZ001	15,106
Infrastructure Support Svcs & Shared Cost	2717 PER 000	11,402
Infrastructure Support Svcs & Shared Cost	2718 COL 000	145
Student Hireability	3018 VRS 141	27,904
Infrastructure Support Svcs & Shared Cost	2722 COL 001	15,287
Infrastructure Support Svcs & Shared Cost	2724 COL 001	78,739
Infrastructure Support Svcs & Shared Cost	2725 COL 001	5,500
Trade Act Services for Dislocated Worker	2719 TRA 000	449
Rapid Response	2720 WOR 001	88
Rapid Response	2724 WOR 001	2,960
Summer Earn & Learn Program	3019 VRS 273	100
Board Service Award Services to Employers	2724 BSA 001	8,689
Food Stamp Employment & Training	2723 SNE 001	41,867
Re-emplmnt Svcs Eligibility/Assessment	2724 REA 001	41,912
PROJECT GROW	PROGRO	927
	Total Grants Receivable	$ 1,183,714

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4. GRANTS RECEIVABLE/DUE TO FUNDING SOURCE/UNEARNED REVENUES (Continued)

Due to Funding Source:

PROGRAM	CONTRACT NO.	AMOUNT
Childcare Development Fund Cluster	2723 CCF 000	$ 24,110
	2722 CCP 001	5,859
	2722 CCX 001	40,392
		70,361
Texas Veterans Commission	VES 14-27	469
	VES 15-27	4
	2708 VET 000	594
		1,067
Workforce Innovation and Opportunity Act	2722 WCI 001	18,415
WIOA - Adult	2722 WOA 001	2,687
WIOA - Alt Funding	2719 WAF 001	10,204
National Dislocated Worker Grant	2721 NDW 001	34,238
		65,544
Other Programs		
Employment Services	2722 WPA 001	241
Military Family Support	2722 WOS 001	3,794
Service Industry Recovery Childcare	2722CCX001	77,147
Direct Childcare Certification	2717 CCC 000	4,778
Childcare Automation	2721 CAA 001	1,768
Food Stamp Employment & Training	2724 SNE 001	38,839
Re-emplmnt Svcs Eligibility/Assessment	2723 REA 001	3,749
		130,316
	Total Due To Funding Source	$ 267,288

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4. GRANTS RECEIVABLE/DUE TO FUNDING SOURCE/UNEARNED REVENUES (Continued)

Unearned Revenues:

PROGRAM	CONTRACT NO.	AMOUNT
Workforce Innovation and Opportunity Act	2723 WOA 001	$ 36,202
	2723 WOY 001	13,578
		49,780
Child Care Development Fund Cluster	2724 CCP 001	5,544
	2724 CCM 001	1,465
		7,009
Skills Development Fund	2720 COS 001	26,387
Infrastructure Support Srvcs and Shared Cost	2719 COL 000	3,636
Student Hireability	3018 VRS 141	37,720
Infrastructure Support Srvcs and Shared Cost	2720 COL 001	996
Infrastructure Support Srvcs and Shared Cost	2721 COL 000	8,186
Summer Earn & Learn Program	320-17-0048-0027	14
Wage Svc for Paid Work Experience	3018 VSR 179	17,871
Summer Earn & Learn Program	3018 VRS 273	39,448
Summer Earn & Learn Program	3019 VRS 273	204,465
		338,723
	Total Unearned Revenues	$ 395,512

5. COMPENSATED ABSENCES

Changes in the Board's vacation leave payable as of September 30, 2024 is as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Current Portion
Compensated Absences	$ 5,712	$ 27,080	$ (26,474)	$ 6,318	$ 6,318

6. DUE TO/FROM OTHER FUNDS

Due to/from other funds at September 30, 2024 are as follows:

Receivable Fund	Due From	Due To
General Fund	$ 22,225	$ -
Texas Workforce Commission	-	21,298
Non-Major Governmental Funds	-	927
Totals	$ 22,225	$ 22,225

Interfund activity results from temporary loans, reimbursements, or transfers between funds. Interfunds are expected to be repaid within one year.

7. LEASES & SUBSCRIPTION BASED TECHNOLOGY AGREEMENTS

RIGHT-TO-USE LEASES

The Board entered into lease agreements for four office locations and one copiers and printers lease agreement which meet the definition of a "long-term" lease provided in GASB 87. As such, a right-to-use lease liability is reported at the present value of payments expected to be made during the lease term. The liability is reduced as payments are made and the lease asset is amortized based off a discount rate of 5.00%. Amortization expense during the year was $451,487 and interest paid was $36,689.

On September 1, 2016, the Board entered into a sixty-month lease agreement with Suday Properties, LLC for the lease of retail space. The lessee is required to make monthly payments in the amount of $5,500 over the lease term. The lease was subsequently amended to increase the monthly payment to $8,595 beginning on the 1st day of August 2022 until the 30th day of April 2023. The lease was extended for the period October 1, 2023 through September 30, 2024 with a monthly payment of $8,595 and from October 1, 2024 through September 30, 2026 with a monthly payment of $8,900.

On January 1, 2020, the Board entered into a sixty-month lease agreement with Neighborhood Housing Services of Dimmit County Inc. for the lease of a building and parking lots. The lessee is required to make monthly payments in the amount of $17,594 over the lease term. The agreement has an option, which was exercised, to extend the lease for an additional sixty months.

On May 1, 2020, the Board entered into a sixty-month lease agreement with Maverick County for the lease of a building and parking lots. The lessee is required to make monthly payments in the amount of $10,395 over the lease term. The agreement has an option to enlarge the leased premises by adding a second floor and to extend the lease for an additional sixty months at a new monthly rate.

On December 15, 2023, the Board entered into a sixty and a half-month lease agreement with Victor Lopez for the lease of office space. The lessee is required to make monthly payments in the amount of $1,511 over the lease term.

7. LEASES & SUBSCRIPTION BASED TECHNOLOGY AGREEMENTS (Continued)

On May 30, 2024, the Board entered into a sixty three month lease agreement with Ubeo Business Solutions for the lease of copiers and printers. The lessee is required to make monthly payments in the amount of $6,895 over the lease term.

The right-to-use lease asset(s) and related accumulated amortization is as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Right-to-Use Assets				
Leased Buildings/Office Space	$ 1,044,894	$ 375,439	$ -	$ 1,420,333
Copiers and Printers	-	381,355	-	381,355
Total Right-to-Use Assets	1,044,894	756,794	-	1,801,688
Less Accumulated Amortization for:				
Buildings/Office Space	$ 619,532	$ 421,221	$ -	$ 1,040,753
Copiers and Printers	-	30,266		30,266
Total Accumulated Amortization	619,532	451,487	-	1,071,019
Right-to-Use Assets, Net	$ 425,362	$ 305,307	$ -	$ 730,669

Changes in Long-Term Liabilities

	October 1, 2023	Increases	Decreases	September 30, 2024	Current Portion
Lease Payable	$ 444,827	$ 747,444	$ 441,596	$ 750,675	$ 304,343
Total	$ 444,827	$ 747,444	$ 441,596	$ 750,675	$ 304,343

Annual debt service requirements to maturity for the lease liability is as follows:

Year Ended September 30,	Principal	Interest	Total
2025	$ 304,344	$ 28,875	$ 335,219
2026	189,663	18,009	207,672
2027	90,084	10,788	100,872
2028	94,693	6,179	100,872
2029	71,891	1,591	73,482
	$ 750,675	$ 65,442	$ 816,117

8. SUBSCRIPTION BASED TECHNOLOGY AGREEMENTS

On December 1, 2023, the Board entered into a thirty six-month SBITA for Google Workspace. The Board is required to make yearly payments in the amount of $15,143 over the lease term. The liability is reduced as payments are made and the lease asset is amortized based off a discount rate of 5.00%. The amortization expense during the year was $12,015 and interest paid was $1,194.

The subscription based information technology asset and accumulated amortization are as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
SBITA Assets				
Software	$ -	$ 43,257	$ -	$ 43,257
Total SBITA Assets	-	43,257	-	43,257
Less Accumulated Amortization for:				
Software	$ -	$ (12,016)	$ -	$ (12,016)
Total Accumulated Amortization	-	(12,016)	-	(12,016)
SBITA Assets, Net	$ -	$ 31,241	$ -	$ 31,241

Changes in Long-Term Liabilities

	October 1, 2023	Increases	Decreases	September 30, 2024	Current Portion
SBITA Payable	$ -	$ 28,112	$ -	$ 28,112	$ 13,705
Total	$ -	$ 28,112	$ -	$ 28,112	$ 13,705

Principal and Interest Requirements to Maturity is as follows:

Year Ended September 30,	Principal	Interest	Total
2025	$ 13,705	$ 1,438	$ 15,143
2026	14,407	737	15,144
Total Future Payments	$ 28,112	$ 2,175	$ 30,287

9. RETIREMENT PLAN

1. Plan Description

Beginning January 1, 2001, the Council began its participation in the Texas County and District Retirement System (TCDRS), which is a statewide, agent multiple-employer, public employee retirement system. The Board participates as part of the Council's Plan. The Council provides retirement, disability and death benefits for all of its full-time employees through a nontraditional defined benefit pension plan in the TCDRS.

9. RETIREMENT PLAN (Continued)

The Board of Trustees of TCDRS is responsible for the administration of the statewide agent multiple-employer public employee retirement system consisting of 868 nontraditional defined benefit pension plans. TCDRS in the aggregate issues an Annual Comprehensive Financial Report (ACFR) on a calendar year basis. The ACFR is publicly available upon written request from the TCDRS Board of Trustees at P.O. Box 2034, Austin, Texas 78768-2034 or on their website at *www.tcdrs.org*.

The plan provisions are adopted by the governing body of the employer (Council and Board), and can be amended, within the options available in the Texas state statutes governing TCDRS (TCDRS Act). Members can retire at ages 60 and above, with 20 years of service regardless of age, or when the sum of their age and years of service equals 75 or more. Members are vested after 8 years of service but must leave their accumulated deposits in the plan to receive any employer-financed benefit. Members who withdraw their personal deposits in a lump-sum are not entitled to any amounts contributed by their employer.

2. Funding Policy

The Council and Board have elected the Annually Determined Contribution Rate (ADCR) plan provisions of the TCDRS Act. The plan is funded by monthly contributions from both employee members and the employer based on the covered payroll of employee members. Under the TCDRS Act, the contribution rate of the employer is actuarially determined annually. The Council and Board contributed using the actuarially determined rate of 15.6% for the fiscal year ended September 30, 2024. The contribution rate payable by all employee members for the current fiscal year is the rate of 7% as adopted by the governing body of the Council and Board. The employee contribution rate and the employer contribution rate may be changed by the governing body of the employer within the options available in the TCDRS Act.

3. Benefits Provided

Benefit amounts are determined by the sum of the employee's contributions to the plan, with interest, and employer-financed monetary credits. The level of these monetary credits is adopted by the governing body of the employer within the actuarial constraints imposed by the TCDRS Act, so that the resulting benefits can be expected to be adequately financed by the employer's commitment to contribute. At retirement, death, or disability, the benefit is calculated by converting the sum of the employees' accumulated contributions and the employer-financed monetary credits to a monthly annuity using annuity purchase rates prescribed by the TCDRS Act.

Employees covered by benefit terms.

At the December 31, 2023 valuation and measurement date, the following number of employees were covered by the benefit terms:

	Board	Council
1. Inactive employees or beneficiaries currently receiving benefits	-	61
2. Inactive employees entitled to but not yet receiving benefits	-	158
3. Active employees	11	71
	11	290

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9. RETIREMENT PLAN (Continued)

4. Net Pension Liability

The Council's Net Pension Liability was measured as of December 31, 2023, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total Pension Liability in the December 31, 2023 actuarial valuation was determined using the following actuarial assumptions:

Valuation Timing	Actuarially determined contribution rates are calculated as of December 31, two years prior to the end of the fiscal year in which the contribution are reported
Actuarial Cost Method	Entry Age Normal
Amortization Method Recognition of economic/demographic gains or losses Recognition of assumptions changes or inputs	 Straight-Line amortization over Expected Working Life Straight-Line amortization over Expected Working Life
Asset Valuation Method: Smoothing Period Recognition method Corridor	 5 years Non-asymptotic None
Inflation	2.50%
Salary Increases	.40% to 5.25%
Investment Rate of Return	7.60% (Gross of administrative expenses)
Cost-of-Living Adjustments	Cost-of-Living Adjustments for Middle Rio Grande are not considered to be substantively automatic under GASB 68. Therefore, no assumption for future cost-of-living adjustments is included in the GASB calculations. No assumption for future cost-of-living adjustments Is included in the funding valuation.
Adjustment for Plans with the partial-Lump Sum Payment Option (Liability and Normal Cost)	Same as funding valuation. For employers who have elected this option, a 0.75% increase is applied to the TPL related to the member deposit portion of the estimated monthly benefit for future retirees.
Retirement Age	Members who are eligible for service retirement are assumed to commence receiving benefit payments based on age. The average age at service retirement for recent retirees is 61.
Turnover	The rates vary by length of service, entry-age group (age at hire) and gender. No termination after eligibility for retirement is assumed.

(Continued)

9. RETIREMENT PLAN (Continued)

Mortality	
Depositing Members	135% of Pub-2010 General Employees Amount-Weighted Mortality Table for males and 120% Pub-2010 General Employees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale after 2010.
Service Retirees, Beneficiaries and Non-depositing Members	135% of Pub-2010 General Retirees Amount-Weighted Mortality Table for males and 120% Pub-2010 General Retirees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale after 2010.
Disabled Retirees	160% of Pub-2010 General Disabled Retirees Amount-Weighted Mortality Table for males and 125% Pub-2010 General Disabled Retirees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale after 2010.

Actuarial assumptions used in the December 31, 2023; valuation was based on the results of actuarial experience studies. TCDRS' actuarial assumptions are periodically reviewed and revised as deemed necessary to reflect best estimates of future experience. Every four years, the TCDRS consulting actuary conducts an investigation of experience, TCDRS assumptions are compared to plan experience and future expectations, and changes to the assumptions are recommended as needed. The board adopts actuarial assumptions to be used in the valuation based on the results of this study.

The long-term expected rate of return on pension plan investments is 7.60%. The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the TCDRS Board of Trustees. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TCDRS.

The long-term expected rate of return on pension plan investments was determined by adding expected inflation to expected long-term real returns, and reflecting expected volatility and correlation. The capital market assumptions and information shown below are provided by TCDRS' investment consultant, Cliffwater LLC. The numbers shown are based on January 2024 information for a 10-year time horizon. Note that the valuation assumption for long-term expected return is re-assessed at a minimum of every four years, and is set based on a long-term time horizon. The TCDRS Board of Trustees adopted the current assumptions at their March 2021 meeting. The assumptions for the long-term expected return is reviewed annually for continued compliance with the relevant actuarial standards of practice. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

9. RETIREMENT PLAN (Continued)

Asset Class	Target Allocation	Geometric Real Rate of Return
US Equities	11.50%	4.75%
Global Equities	2.50%	4.75%
International Equities – Developed	5.00%	4.75%
International Equities Emerging	6.00%	4.75%
Investment – Grade Bonds	3.00%	2.35%
Strategic Credit	9.00%	3.65%
Direct Lending	16.00%	7.25%
Distressed Debt	4.00%	6.90%
REIT Equities	2.00%	4.10%
Master Limited Partnerships	2.00%	5.20%
Private Real Estate Partnerships	6.00%	5.70%
Private Equity	25.00%	7.75%
Hedge Funds	6.00%	3.25%
Cash Equivalents	2.00%	0.60%
Total	100.0%	

Discount Rate

In order to determine the discount rate to be used by the employer TCDRS has used an alternative method to determine the sufficiency of the fiduciary net position in all future years. The alternative method reflects the funding requirements under the employer's funding policy and the legal requirements under the TCDRS Act: 1) TCDRS has a funding policy where the Unfunded Actuarial Accrued Liability (UAAL) shall be amortized as a level percent of pay over 20-year closed layered periods, 2) Under the TCDRS Act, the employer is legally required to make the contribution specified in the funding policy, 3) The employer's assets are projected to exceed its accrued liabilities in 20 years or less, when this point is reached the employer is still required to contribute at least the normal cost, 4) Any increased cost due to the adoption of a COLA is required to be funded over a period of 15 years, if applicable. Based on the above, the projected fiduciary net position is determined to be sufficient compared to projected benefit payments. Based on the expected level of cash flows and investment returns to the system, the fiduciary net position as a percentage of total pension liability is projected to increase from its current level in future years.

Since the projected fiduciary net position is projected to be sufficient to pay projected benefit payments in all future years, the discount rate for purposes of calculating the total pension liability and net pension liability of the employer is equal to the long-term assumed rate of return on investment. The long term assumed rate of return should be net of investment expenses, but gross of administrative expenses for GASB 68 purposes. This rate reflects the long-term assumed rate of return on assets for funding purposes of 7.50%, net of all expenses, increased by 0.10% to be gross of administrative expenses. The discount rate used to measure the Total Pension Liability was 7.60%.

9. RETIREMENT PLAN (Continued)

Changes in the Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability/(Asset) (a)-(b)
Balance at December 31, 2022	$ 25,830,958	$ 24,266,961	$ 1,563,997
Changes for the year:			
Service Cost	529,104	-	529,104
Interest on total pension liability	1,945,452	-	1,945,452
Effect of plan changes	-	-	-
Effect of economic/demographic gains or losses	(36,167)	-	(36,167)
Effect of assumptions changes or inputs	-	-	-
Refund of contributions	(61,676)	(61,676)	-
Contributions- employer	-	539,349	(539,349)
Contributions- employee	-	241,397	(241,397)
Net investment income	-	2,659,329	2,659,329
Benefit payments	(1,490,757)	(1,490,757)	-
Administrative expense	-	(13,635)	13,635
Other changes	-	(28,898)	28,898
Net Changes	958,290	1,845,108	(886,818)
Balance at December 31, 2023	$ 26,789,248	$ 26,112,069	$ 677,179

The total net pension liability above of $677,179 represents the combined liability of the Council and the WSMRG Board. The following represents the disaggregation between both entities:

	Net Pension Liability at September 30, 2024	
Total Liability	$ 677,179	*
* Council's Share Liability	830,994	
Net Board Asset	$ 153,815	

* The Board and Council proportionate share of the net pension liability is based on each entity's proportionate share of pension expense for the fiscal year ended September 30 2024, currently the Council contributes 83% and the Board contributes 17% of all pension expense.

9. RETIREMENT PLAN (Continued)

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the Council and Board, calculated using the discount rate of 7.60%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.60%) or 1-percentage-point higher (8.60%) than the current rate:

	1% Decrease in Discount Rate (6.60%)	Discount Rate (7.60%)	1% Increase in Discount Rate (8.60%)
Total pension liability	$ 29,813,841	$ 26,789,248	$ 24,212,266
Fiduciary net position	(26,112,069)	(26,112,069)	(26,112,069)
Net Pension Liability/(Asset)	$ 3,701,772	$ 677,179	$ (1,899,803)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TCDRS financial report. That report may be obtained on the Internet at *www.tcdrs.org*.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the measurement date ended December 31, 2023, the Council recognized pension expense of $433,860 and the Board recognized pension expense of $91,613.

At September 30, 2024, the Council and Board reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	$ 18,083	$ (52,065)
Changes in actuarial assumptions	-	-
Difference between projected and actual investment earnings	67,993	-
Contributions subsequent to the measurement date	387,119	-
Total	$ 473,195	$ (52,065)

9. RETIREMENT PLAN (Continued)

The above deferred outflow and deferred inflow of resources represent the combined Council and Board. The following represents the disaggregation between them:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Total Deferred Outflows/Inflows	$ 473,196	$ 52,066
Less: Council Portion	438,038	(10,040)
Net Board Deferred Outflows/Inflows	$ 35,158	$ 62,106

Board contributions subsequent to the measurement date of $66,732 reported as deferred outflows of resources related to pensions will be recognized as a reduction of the net pension liability for the year ending September 30, 2024. Amounts currently reported as deferred outflows of resources and deferred inflows of resources related to pensions, excluding contributions made subsequent to the measurement date, will be recognized in pension expense as follows:

Year ended December 31:	Amount
2024	$ (225,134)
2025	(98,946)
2026	527,173
2027	(169,082)
Total	$ 34,011

10. COMMITMENTS AND CONTINGENCIES

The Board receives a substantial amount of funding from federal and state grants. The majority of funds are received from the Texas Workforce Commission. A significant reduction in the level of this funding, if this were to occur, may have a significant effect on the Board's programs and activities. The disbursement of funds under these programs generally requires compliance with terms and conditions specified in the agreements, and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability for the Board.

11. RISK MANAGEMENT

The Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Board carries commercial insurance. There have been no significant reductions in insurance coverage for these risks of loss since the prior year, and there have been no settlements in excess of the insurance coverage for any of the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM

For The Year Ended September 30, 2024

	Year Ended December 31, 2014	Year Ended December 31, 2015	Year Ended December 31, 2016	Year Ended December 31, 2017
A. Total Pension Liability				
Service Cost	$ 477,976	$ 502,368	$ 494,695	$ 468,958
Interest (on the Total Pension Liability)	1,230,616	1,327,861	1,399,315	1,504,125
Changes of Benefit Terms	-	(43,733)	-	-
Effect of economic/demographic (gains)/ or losses	(129,794)	(475,760)	(173,050)	(196,008)
Changes of Assumptions	-	161,961	-	143,629
Benefit Payments, including refunds of employee contributions	(385,207)	(513,620)	(544,622)	(766,569)
Net change in Total Pension Liability	$ 1,193,591	$ 959,077	$ 1,176,338	$ 1,154,135
Total Pension Liability - Beginning	15,147,303	16,340,894	17,299,971	18,476,309
Total Pension Liability - Ending	$ 16,340,894	$ 17,299,971	$ 18,476,309	$ 19,630,444
B. Total Fiduciary Net Position				
Contributions - Employer	$ 505,181	$ 475,714	$ 418,296	$ 484,145
Contributions - Employee	198,667	194,851	183,234	177,901
Net Investment Income	900,517	(450,059)	1,091,655	2,312,350
Benefit Payments, including refunds of employee contributions	(385,207)	(513,620)	(544,622)	(766,569)
Administrative Expense	(11,101)	(10,716)	(11,867)	(12,002)
Other	17,868	31,764	(7,880)	(1,514)
Net Change in Plan Fiduciary Net Position	$ 1,225,925	$ (272,066)	$ 1,128,816	$ 2,194,311
Plan Fiduciary Net Position - Beginning	13,770,644	14,996,569	14,724,504	15,853,320
Plan Fiduciary Net Position - Ending	$ 14,996,569	$ 14,724,503	15,853,320	18,047,631
Net Pension Liability (a) - (b)	$ 1,344,325	$ 2,575,468	$ 2,622,989	$ 1,582,813
Plan fiduciary Net Position as a Percentage of the Total Pension Liability	91.77%	85.11%	85.80%	91.94%
Covered Employee Payroll	2,838,097	2,668,605	2,564,359	2,619,461
Net Pension Liability as a Percentage of Covered Employee Payroll	47.37%	96.51%	102.29%	60.43%

Note. GASB 68, Paragraph 46, a and b requires that the data in this schedule be presented for the time period covered by the measurement date rather than the governmental entity's current fiscal year.

Note: Only nine years of data are presented in accordance with GASB #68, paragraph 138. "The information for all periods for the 10-year schedules that are required to be presented as required supplementary information may not be available initially. In these cases, during the transaction period, that information should be presented for as many years as are available. The schedules should not include information that is not measured in accordance with the requirements of this statement."

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Year Ended December 31, 2018	Year Ended December 31, 2019	Year Ended December 31, 2020	Year Ended December 31, 2021	Year Ended December 31, 2022	Year Ended December 31, 2023	* Middle Rio Grande Development Council	* Workforce Solutions Middle Rio Grande
$ 448,331	$ 456,079	$ 487,924	$ 505,552	$ 549,299	$ 529,104	$ 408,923	$ 120,181
1,593,343	1,689,517	1,784,145	1,823,783	1,885,446	1,945,452	1,503,559	441,893
-	-	(261,786)	-	-	-	-	-
18,952	(27,258)	(125,247)	(203,005)	(156,193)	36,167	27,952	8,215
-	-	1,205,642	(43,882)	-	-	-	-
(831,956)	(932,061)	(1,033,787)	(1,244,153)	(1,388,172)	(1,552,433)	(1,199,811)	(352,622)
$ 1,228,670	$ 1,186,277	$ 2,056,891	$ 838,295	$ 890,380	$ 958,290	$ 740,623	$ 217,667
19,630,444	20,859,114	22,045,392	24,102,283	24,940,578	25,830,958	19,963,675	5,867,283
$ 20,859,114	$ 22,045,391	$ 24,102,283	$ 24,940,578	$ 25,830,958	$ 26,789,248	$ 20,704,298	$ 6,084,950
$ 514,865	$ 552,217	$ 602,109	$ 578,169	$ 641,510	$ 539,349	$ 416,840	$ 122,509
175,124	182,853	185,672	207,017	235,726	241,397	186,566	54,831
(337,832)	2,882,137	2,087,849	4,787,364	(1,500,678)	2,659,329	2,055,285	604,044
(831,956)	(932,061)	(1,033,787)	(1,244,152)	(1,388,172)	(1,552,433)	(1,199,811)	(352,622)
(14,096)	(15,405)	(16,124)	(14,252)	(14,221)	(13,635)	(10,538)	(3,097)
(4,487)	(3,928)	(5,276)	(6,934)	(49,921)	(28,898)	(22,334)	(6,564)
$ (498,382)	$ 2,665,813	$ 1,820,443	$ 4,307,212	$ (2,075,756)	$ 1,845,109	$ 1,426,008	$ 419,101
18,047,632	17,549,250	20,215,063	22,035,506	26,342,718	24,266,962	18,754,928	5,512,034
17,549,250	$ 20,215,063	$ 22,035,506	$ 26,342,718	$ 24,266,962	$ 26,112,071	20,180,936	5,931,135
$ 3,309,864	$ 1,830,328	$ 2,066,777	$ (1,402,140)	$ 1,563,996	$ 677,177	$ 523,362	$ 153,815
84.13%	91.70%	91.42%	105.62%	93.95%	97.47%	97.47%	97.47%
2,742,702	2,686,278	2,734,449	3,264,128	2,734,449	3,313,219	2,560,649	752,570
120.68%	68.14%	75.58%	-42.96%	57.20%	20.44%	20.44%	20.44%

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

For The Year Ended September 30, 2024

Changes of Benefit Terms

A brief description of benefit terms:

1. All full- and part-time non-temporary employees participate in the plan, regardless of the number of hours they work in a year. Employees in a temporary position are not eligible for membership.
2. The plan provides retirement, disability and survivor benefits.
3. TCDRS is a savings-based plan. For the district's plan, 7% of each employee's pay is deposited into his or her TCDRS account. By law, employee accounts earn 7% interest on beginning of year balances annually. At retirement, the account is matched at an employer set percentage (current match is 200%) and is then converted to an annuity.
4. There are no automatic COLAs. Each year, the district may elect an ad hoc COLA for its retirees (if any). There are two COLA types, each limited by actual inflation.
5. Benefit terms are established under the TCDRS Act. They may be amended as of January 1 each year, but must remain in conformity with the Act.

Changes of Assumptions

The following are changes to the actuarial assumptions or other inputs that affected the measurement of the total pension liability since the prior measurement period.

2023: No changes in plan provisions were reflected in the Schedule

Economic Assumptions

TCDRS system-wide economic assumptions:

Real rate of return	5.00%
Inflation	2.50%
Long-term investment return	7.50%

The assumed long-term investment return of 7.50% is net after investment and administrative expenses. It is assumed returns will equal the nominal annual rate of 7.50% for calculating the actuarial accrued liability and the normal cost contribution rate for the retirement plan of each participating employer.

The annual salary increase rates assumed for individual members vary by length of service and by entry-age group. The annual rates consist of a general wage inflation component of 3.00% (made up of 2.50% inflation and 0.5% productivity increase assumptions) and a merit, promotion and longevity component that on average approximates 1.7% per year for a career employee.

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Employer-specific economic assumptions:

Growth in membership	0.0%
Payroll growth for funding calculations	1.0%

The payroll growth assumption is for the aggregate covered payroll of an employer.

Other Demographic Assumptions

TCDRS system-wide demographic assumptions:

Former Employees Working for Another TCDRS Employer — Former employees who have left their accounts on deposit and are now active depositing members with another TCDRS employer are treated for valuation purposes as active members with no future member deposits.

Family Composition — For current retirees, beneficiary information is supplied by TCDRS. For purposes of calculating the Survivor Benefit for current depositing and non-depositing members, male members are assumed to have a female beneficiary who is three years younger. Female members are assumed to have a male beneficiary who is three years older.

Internal Revenue Code Section 415 Limit — The Internal Revenue Code Section 415 maximum benefit limitations are not reflected in the valuation for funding purposes. Any limitation is reflected in a member's benefit after retirement.

Internal Revenue Code Section 401(a)(17) — Compensation is limited under IRC Section 401(a)(17) and the limit is assumed to increase at the rate of inflation for valuation purposes.

Option Elected at Retirement — Future retired members are assumed to elect the standard (single life) retirement option with a monthly benefit for the retiree's lifetime only. Current retirees and beneficiaries are valued based on the option previously selected. All options include a cash refund feature which for valuation purposes is approximated by assuming monthly payments are received for a minimum of four years. This approximation applies for both current and future retirees.

Replacement of Terminated Members — New employees are assumed to replace any terminated members and have similar entry ages.

Disability — The rates of disability used in this valuation are illustrated in Table 2. Members who become disabled are eligible to commence benefit payments regardless of age. Rates of disability are in a custom table based on TCDRS experience.

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

For The Year Ended September 30, 2024

Mortality Assumptions

Depositing Members	135% of Pub-2010 General Employees Amount Weighted Mortality Table for males and 120% Pub-2010 General Employees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale.
Service retirees, beneficiaries and non-depositing members	135% of Pub-2010 General Retirees Amount-Weighted Mortality Table for males and 120% Pub-2010 General Retirees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale.
Disabled retirees	160% of Pub-2010 General Disabled Retirees Amount-Weighted Mortality Table for males and 125% Pub-2010 General Disabled Retirees Amount-Weighted Mortality Table for females, both projected with 100% of the MP-2021 Ultimate scale.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF CONTRIBUTIONS
TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM

For The Year Ended September 30, 2024

	2024	2023	2022	2021
Actuarially Determined Contribution	$ 530,023	$ 563,961	$ 652,142	$ 559,701
Contributions in Relation to the Actuarially Determined Contributions	530,023	563,961	652,142	559,701
Contribution Deficiency (Excess)	-	-	-	-
Covered Employee Payroll	3,313,219	2,734,449	$ 3,364,128	$ 2,734,449
Contributions as a Percentage of Covered Employee Payroll	16.00%	20.62%	19.39%	20.47%

Note: GASB 68, Paragraph 81 requires that the data in this schedule be presented as of the Board's respective fiscal years as opposed to the time periods covered by the measurement dates ending December 31, 2014 for Fiscal Year 2015 and December 31, 2015 for Fiscal Year 2016.

Note: In accordance with GASB 68, paragraph 138, only nine years of data are presented this reporting period. "The information for all periods for the 10-year schedules that are required supplementary information may not be available initially. In these cases, during the transition period, that informatioin should be presented for as many years as are available. The schedules should not include information that is not measured in accordance with the requirements of this statement."

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2020	2019	2018	2017	2016	2015	* Middle Rio Grande Development Council	* Workforce Solutions Middle Rio Grande
$ 606,243	$ 582,608	$ 538,559	$ 468,048	$ 445,789	$ 502,137	$ 437,637	$ 92,386
606,243	582,608	538,559	468,048	445,789	502,137	437,637	92,386
-	-	-	-	-	-	-	-
$ 2,686,278	$ 2,742,702	$ 2,619,461	$ 2,564,359	$ 2,668,605	$ 2,844,938	$ 2,735,493	$ 577,726
22.57%	21.24%	20.56%	18.25%	16.70%	17.65%	16.00%	15.99%

SUPPLEMENTARY INFORMATION

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

For The Year Ended September 30, 2024

	Lower Rio Grande	Total Nonmajor Governmental Funds
ASSETS		
Cash and Cash Equivalents	$ -	$ -
Grants Receivable	927	927
Due from Fiscal Agent	-	-
Due from Other Funds	-	-
Accounts Receivable	-	-
Due from Others	-	-
Due from Other funds	-	-
Accounts Receivable	-	-
Due from Others	-	-
Interfund	-	-
Other Receivables	-	-
Prepaid assets	-	-
Total Assets	$ 927	$ 927
LIABILITIES		
Accounts Payable	-	-
Accrued Liabilities	-	-
Due to Funding Source	-	-
Due to Other Funds	927	927
Due to Fiscal Agent	-	-
Unearned Revenue	-	-
Total Liabilities	927	927
Fund Balance	-	-
Total Liabilities and Fund Balance	$ 927	$ 927

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS

For The Year Ended September 30, 2024

	Lower Rio Grande	Total Nonmajor Governmental Funds
Revenues		
Grant Revenue	$ -	$ -
Total Revenues	-	-
Expenditures		
Economic Opportunity Programs		
General Government	-	-
Childcare Development	-	-
TANF	-	-
Supplemental Nutrition Assistance Program	-	-
TxDOT	-	-
Workforce Investment Act	-	-
Others	-	-
Total Expenditures	-	-
Excess (Deficiency of Revenues Over Expenditures)	-	-
Fund Balances - Beginning	-	-
Fund Balances - Ending	$ -	$ -

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Schedule of Expenditures by Grants

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
CHILD CARE

For The Year Ended September 30, 2024

	CCPS 2723 CCF 001	CCPS 2724 CCF 001	CCPS 2725 CCF 001	CCPS 2723 CCM 001	CCPS 2724 CCM 001	CCPS -PRS 2723 CCP 001
EXPENDITURES						
Administration	$ 14,567	$ 456,854	$ -	$ -	$ -	$ -
Direct Training	8,120	89,917	-	-	-	-
Child Care	-	4,058	-	-	-	-
Quality	-	3,568	-	4,740	41	-
TRS Personnel	-	31,947	-	-	-	-
Operator Costs						
Administration	105	8,375	-	-	-	-
Direct Training	57,635	749,233	4,737	-	-	-
Choices	-	-	-	-	-	-
CCAA	-	-	-	-	-	-
Child Care	-	-	-	-	-	-
DCC	624,869	7,203,896	-	706,012	-	-
Provider Growth Support	-	-	-	-	-	-
Quality	-	-	-	-	-	-
Infant/Toddler	-	-	-	-	-	-
TDPRS	-	-	-	-	-	4,500
TRS Personnel	-	-	-	-	-	-
Total Expenditures	$ 705,296	$ 8,547,849	$ 4,737	$ 710,752	$ 41	$ 4,500

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CCPS -PRS 2724 CCP 001	CCPS -PRS 2725 CCP 001	CCDF - Quality Improvement 2723 CCQ 001	CCDF - Quality Improvement 2724 CCQ 001	Total
$ 7,535	$ -	$ -	$ 3,375	$ 482,331
-	-	-	12,290	110,328
-	-	11,184	53,518	68,760
-	-	146,164	393,659	548,172
-	-	21,405	163,134	216,486
-	-	-	-	8,480
-	-	-	-	811,605
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	8,534,777
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
306,335	25,323	-	-	336,159
-	-	-	-	-
$ 313,870	$ 25,323	$ 178,753	$ 625,975	$ 11,117,097

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
TANF

For The Year Ended September 30, 2024

	TANF 2723 TAF 001	TANF 2724 TAF 001	TANF 2725 TAF 001	CCPS 2724 CCF 001	Wagner-Peysner Employment Services 2724 WPA 001
EXPENDITURES					
Administration	$ 2,997	$ 20,100	$ -	$ -	$ -
Monitoring	329	2,379	-	-	-
Direct Training	-	-	-	-	-
Program Costs	33,352	216,317	-	-	2,601
Operator Costs					
Administration	-	6,372	-	-	-
Direct Training	41,543	464,491	205	17,187	-
Core and Intensive Svc	763	581		-	-
Support Services	-	-	-	-	-
DCCC	-	-	-	-	-
Total Expenditures	$ 78,983	$ 710,239	$ 205	$ 17,187	$ 2,601

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Workforce Commission Incentive 2724 WCI 001	Board Service Award Service Vocational Rehabilitation 2724 BSA 001	TOTAL
$ -	$ -	$ 23,097
-	-	2,708
-	-	-
-	-	252,269
-	-	6,372
-	-	523,425
-	-	1,343
-	-	-
35,000	3,000	38,000
$ 35,000	$ 3,000	$ 847,215

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM
EMPLOYMENT & TRAINING

For The Year Ended September 30, 2024

	Employment Training 2724 SNE 001	TOTAL
EXPENDITURES		
Administration	$ 34,618	$ 34,618
Monitoring	2,918	2,918
Non-ABAWD	69	69
Operator Costs		
Administration	-	-
Support Services	-	-
Direct Training	-	-
ABAWD	79,403	79,403
Non-ABAWD	44,649	44,649
Total Expenditures	$ 161,657	$ 161,657

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
WORKFORCE INNOVATION AND OPPORTUNITY ACT

For The Year Ended September 30, 2024

	WIOA - Adult 2722 WOA 001	WIOA - Adult 2723 WOA 001	WIOA - Adult 2724 WOA 001	WIOA - Youth 2723 WOY 001	WIOA - Youth 2724 WOY 001	WIOA Dislocated 2723 WOD 001
EXPENDITURES						
Administration	$ 9,393	$ 32,782	$ 11	$ 4,282	$ 42,889	$ 14,801
Program Costs	-	32,291	10,346	2,507	11,232	53,431
In-School	-	-	-	(3,233)	14,633	-
Out-of-School	-	-	-	(9,402)	33,375	-
Operator Costs						
Administration	5,257	27,800	11,934	2,126	34,941	13,080
In-School	-	-	-	32,226	79,227	23
Out-of-School	-	-	-	62,147	230,507	16
Core and Intensive Svc.	-	7,333	437	-	-	-
Work Related	-	3,958		23,035	24,905	-
Program Costs	165,913	570,860	81,205	-	3,631	375,430
Total Expenditures	$ 180,563	$ 675,023	$ 103,933	$ 113,689	$ 475,339	$ 456,782

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WIOA Dislocated 2724 WOD 001	Military Family Support 2723 WOS 001	Military Family Support 2724 WOS 001
$ 28,162	$ 2,468	$ 3,082
35,364	1,331	6,259
-	-	-
-	-	-
25,631	1,156	3,586
	-	-
216	-	-
16,196	-	-
-	-	-
145,491	8,396	36,727
$ 251,060	$ 13,351	$ 49,653

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
WORKFORCE INNOVATION AND OPPORTUNITY ACT

For The Year Ended September 30, 2024

	WIOA Rapid Response 2724 WOR 001	Award Vocational Rehabilitation 2723 BSA 001	Board Service Award - Service to Employees 2724 BSA 001	WIOA - Upskilling and Training 2724 WOZ 001	TOTAL
EXPENDITURES					
Administration	$ -	$ -	$ 3,339	$ -	$ 141,208
Program Costs	2,621	-	5,350	-	160,731
In-School	-	-	-	-	11,400
Out-of-School	-	-	-	-	23,973
Operator Costs					
Administration	-	-	-	167	125,678
In-School	-	-	-	-	111,477
Out-of-School	-	-	-	-	292,887
Core and Intensive Svc.	-	-	-	-	23,967
Work Related	-	-	-	-	51,898
Program Costs	340	44,000	-	26,428	1,458,419
Total Expenditures	$ 2,960	$ 44,000	$ 8,689	$ 26,594	$ 2,401,637

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
OTHER GRANTS

For The Year Ended September 30, 2024

	Board Service Award Voctional Rehabilition 2723 BSA 001	Veteran's Services DVOP/LVER 2724 TVC 001	Re-Employment Services 2723 REA 001	Re-Employment Services 2724 REA 001	TOTAL
EXPENDITURES					
Administration	$ -	$ 1,242	$ 7,566	$ -	$ 8,808
Program Costs	-	7,058	-	12,325	19,384
Direct Training	-	-	-	-	-
Operator Costs					
Administration	-	691	251	3,749	4,691
Direct Training	-	-	-	-	-
Core and Intensive Svc.	-	-	-	-	-
Program Costs	3,000	4,009	128,243	167,427	302,680
Total Expenditures	$ 3,000	$ 13,000	$ 136,060	$ 183,501	$ 335,562

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

TEXAS WORKFORCE COMMISSION
SCHEDULE OF EXPENDITURES
EMPLOYMENT SERVICES

For The Year Ended September 30, 2024

	Employment Services 2723 WPA 001	Employment Services 2724 WPA 001	Workforce Commission Incentive 2724 WCI 001	Additional Program Funding 2724 WOO 001	TOTAL
EXPENDITURES					
Administration	$ 153	$ 1,343	$ -	$ 1,660	$ 3,156
Program Costs	5,861	5,432	-		11,293
Direct Training	-	-	-		-
Operator Costs					
Administration	114	157	-	-	271
Direct Training	-	-	-	-	-
Core and Intensive Svc.	-	-	-	158.50	158.50
Program Costs	1,771	299	8,000	13,954	24,024
Total Expenditures	$ 7,899	$ 7,231	$ 8,000	$ 15,773	$ 38,903

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FEDERAL AND STATE AWARDS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Workforce Solutions Middle Rio Grande
Uvalde, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Workforce Solutions Middle Rio Grande (the Board), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the Board's basic financial statements, and have issued our report thereon dated March 31, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Board's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control. Accordingly, we do not express an opinion on the effectiveness of the Board's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Board's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted a certain matter that we reported to management of the Board in a separate letter dated March 31, 2025.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 31, 2025

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND THE STATE OF TEXAS SINGLE AUDIT CIRCULAR

To the Board of Directors
Workforce Solutions Middle Rio Grande
Uvalde, Texas

Report on Compliance for Each Major Federal and State Program

Opinion on Each Major Federal and State Program

We have audited Workforce Solutions Middle Rio Grande's (the Board) compliance with the types of compliance requirements identified as subject to audit in the OMB Compliance Supplement that could have a direct and material effect on each of Board's major federal and state programs for the year ended September 30, 2024. The Board's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Board complied, in all material respects with the compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2024.

Basis for Opinion on Each Major Federal and State Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State of Texas Single Audit Circular. Our responsibilities under those standards, the Uniform Guidance and State of Texas Single Audit Circular are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Board and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal and state program. Our audit does not provide a legal determination of the Board's compliance with the compliance requirements referred to above.

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Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Board's federal and state programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Board's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance and State Single Audit Circular will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Board's compliance with the requirements of each major federal and state program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance and the State Single Audit Circular, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Board's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- Obtain an understanding of the Board's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and the State Single Audit Circular, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

We noted a certain matter that we reported to management of the Board in a separate letter dated March 31, 2025.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

March 31, 2025

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For The Year Ended September 30, 2024

SECTION I – SUMMARY OF AUDITORS' RESULTS

Financial Statements			
	Type of auditor's report issued: Unmodified		
	Internal control over financial reporting: Material weakness (es) identified?	___Yes	_X_No
	Significant deficiencies identified not considered to be material weaknesses?	___Yes	_X_None Reported
	Noncompliance material to financial statements noted?	___Yes	_X_No

Federal and State Awards			
	Internal control over major programs: Material weakness (es) identified?	___Yes	_X_No
	Significant deficiencies identified not considered to be material weaknesses?	___Yes	_X_None Reported
	Type of auditor's report issued on compliance for major programs	Unmodified	
	Any audit findings disclosed that are required to be Reported in accordance with 2 CFR Section. 200.516(a) and the State of Texas Single Audit Circular?	___Yes	_X_No

	Identification of Major Programs	
	Assistance Listing Number(s)	**Name of Federal/State Program or Cluster**
		Child Care Development Fund Cluster:
	93.575	Child Care and Development Block Grant
	93.596	Child Care Mandatory and Matching Funds of the Child Care and Development Fund
		WIOA Cluster:
	17.258	WIOA Adult Program
	17.259	WIOS Youth Activities
	17.278	WIOA Dislocated Worker Formula Grants

(Continued)

WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For The Year Ended September 30, 2024

SECTION I – SUMMARY OF AUDITORS' RESULTS (Continued)

Identification of Major Programs			
	Assistance Listing Number(s)	**Name of Federal/State Program or Cluster**	
	State	Child Care Development Fund	
	State	Workforce Innovation and Opportunity Act	
Dollar threshold used to distinguish between Type A and Type B programs:		Federal State	$750,000 $300,000
Auditee qualified as low-risk auditee?		___Yes	___X__No

SECTION II – FINANCIAL STATEMENT FINDINGS

There were no financial statement findings reported.

SECTION III – FEDERAL AND STATE AWARD FINDINGS AND QUESTIONED COSTS

There were no federal award findings and questioned costs required to be reported by the Uniform Guidance Section 200.516 (a).

Schedule of Expenditures of Federal Awards

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For The Year Ended September 30, 2024

Source and Program Type	Program Year	Assistance Listing Number	Pass-Thru Grantor's Number	Program Expenditures	Passed Through to Subrecipient Middle Rio Grande Development Council
FEDERAL					
U.S. Department of Agriculture					
Passed Through Texas Workforce Commission					
Supplemental Nutrition Assistance Program					
Employment & Training	10/01/23-09/30/24	10.561	2724 SNE 001	$ 126,635	$ 89,030
Total U.S. Department of Agriculture				126,635	89,030
U.S. Department of Labor					
Passed Through Texas Workforce Commission					
Workforce Commission Incentive	10/01/23-09/30/24	17.207	2724 WCI 001	8,000	8,000
Additional Program Funding	10/01/23 - 09/30/24	17.207	2724 WOO 001	15,773	14,113
Wagner-Peyser - Employment Services	10/01/22-12/31/23	17.207	2723 WPA 001	7,899	1,884
Wagner-Peyser - Employment Services	10/01/23-02/28/25	17.207	2724 WPA 001	7,231	456
Re-emplmnt Svcs Eligibility/Assessment	10/01/22-03/31/24	17.225	2723 REA 001	136,060	128,495
Re-emplmnt Svcs Eligibility/Assessment	10/01/23-09/30/24	17.225	2724 REA 001	183,501	171,176
Board Service Award Service Vocational Rehabilitation	01/01/23-12/31/23	17.207	2723 BSA 001	3,000	3,000
Total U.S. Department of Labor				361,464	327,124
Workforce Innovation and Opportunity Act (WIOA) Cluster:					
WIOA - Adult Funds	7/01/22-06/30/24	17.258	2722 WOA 001	180,563	171,170
WIOA - Adult Funds	7/01/23-06/30/25	17.258	2723 WOA 001	675,023	609,951
WIOA - Adult Funds	07/01/24-06/30/26	17.258	2724 WOA 001	103,933	93,576
Military Family Support Program	1/01/23-12/31/23	17.258	2723 WOS 001	13,351	9,552
Military Family Support Program	1/01/24-12/31/24	17.258	2724 WOS 001	49,653	40,313
WIOA - Youth Fund	7/01/22 - 6/30/24	17.259	2723 WOY 001	113,689	119,535
WIOA - Youth Fund	7/01/23-6/30/25	17.259	2724 WOY 001	475,339	373,211
WIOA - Dislocated Worker Funds	7/01/22 - 6/030/24	17.258	2723 WOD 001	456,781	388,549
WIOA - Dislocated Worker Funds	7/01/23- 6/30/25	17.278	2724 WOD 001	251,060	187,534
WIOA - Rapid Response	07/01/24 - 06/30/25	17.278	2724 WOR 001	2,960	2,621
WIOA - Board Service Award Service Vocational Rehabilitation	01/01/23-12/31/23	17.278	2723 BSA 001	44,000	44,000
WIOA - Board Service Award - Service to Employees	01/01/24-12/31/24	17.278	2724 BSA 001	8,689	-
WIOA Upskilling and Training	01/01/24-07/31/24	17.258	2724 WOZ 001	26,594	26,594
Total Workforce Innovation and Opportunity Act (WIOA Cluster)				2,401,636	2,066,606
Total U.S. Department of Labor				2,889,735	2,482,760
U.S. Department of Health and Human Services					
Passed Through Texas Workforce Commission					
Child Care Development Fund Cluster:					
Child Care Management Service	10/01/22-12/31/23	93.575	2723 CCF 001	705,296	682,609
Child Care Management Service	10/01/23-12/31/24	93.575	2724 CCF 001	6,493,079	5,906,734
Child Care Management Service	08/31/24-12/31/25	93.575	2725 CCF 001	4,737	4,737
Child Care Quality Improvement	10/01/22-10/31/23	93.575	2723 CCQ 001	178,753	-
Child Care Quality Improvement	05/31/23-10/31/24	93.575	2724 CCQ 001	625,975	-
Child Care Local Math	10/01/22 - 12/31/23	93.596	2723 CCM 001	710,752	706,012
Child Care Local Math	10/01/23-12/31/24	93.596	2724 CCM 001	41	-
Child Care Management Service	10/01/23-12/31/24	93.596	2724 CCF 001	1,685,416	1,685,416
Total Child Care Development Fund Cluster				10,404,049	8,985,508
TANF Cluster:					
Temporary Assistance for Needy Families	10/01/22 - 10/31/23	93.558	2723 TAF 001	78,983	42,305
Temporary Assistance for Needy Families	10/01/23 - 10/31/24	93.558	2724 TAF 001	612,521	373,726
Temporary Assistance for Needy Families	8/31/24 - 10/31/25	93.558	2725 TAF 001	205	205
Child Care Management Service	10/01/23 - 12/31/24	93.667		17,187	17,187
Board Service Award Service Vocational Rehabilitation	01/01/23-12/31/23	93.558	2723 BSA 001	3,000	3,000
Wagner-Peyser - Employment Services	10/01/23-02/28/25	93.558	2724 WPA 001	2,601	-
Workforce Commission Incentive	10/01/23-09/30/24	93.558	2724 WCI 001	35,000	35,000
Total TANF Cluster				749,497	471,422
Total U.S. Department of Health and Human Services				11,153,546	9,456,930
Texas Veterans Commission					
Passed Through Texas Workforce Commission					
Veterans Services - DVOP/LVER	10/01/23 -9/30/24	17.801	2724 TVC 001	13,000	4,700
Total Veterans Commission				13,000	4,700
Total Expenditures of Federal Awards				$ 14,056,281	$ 11,944,390

The notes to the Schedule of Expenditures of Federal and State Awards form an integral part of this schedule.

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Schedule of Expenditures of State Awards

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

SCHEDULE OF EXPENDITURES OF STATE AWARDS

For The Year Ended September 30, 2024

Source and Program Type	Pass-Thru Grantor's Number	Program Expenditures	Passed Through to Subrecipient
Texas Workforce Commission			
Supplemental Nutrition Assistance Program			
Employment & Training	2724 SNE 001	$ 35,022	$ 35,022
		35,022	35,022
Texas Workforce Commission			
Temporary Assistance for Needy Families	2724 TAF 001	97,718	97,718
		97,718	97,718
Texas Workforce Commission			
Child Care Management Service	2724 CCF 001	369,354	369,354
Child Care Management Service-PRS	2723 CCP 001	4,500	4,500
Child Care Management Service-PRS	2724 CCP 001	313,870	306,335
Child Care Management Service-PRS	2725 CCP 001	25,323	25,323
		713,048	705,513
Total Expenditures of State Awards		$ 845,788	$ 838,253

The notes to the Schedule of Expenditures of Federal and State Awards form an integral part of this schedule.

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
Uvalde, Texas

NOTES ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

For The Year Ended September 30, 2024

1. The Board utilizes special revenue funds to account for its federal and state awards.

   Special Revenue Funds are used to account for resources restricted to, or designated for, specific purposes by a grantor. Federal and state financial assistance generally is accounted for in a special revenue fund. Generally, unused balances are returned to the grantor at the close of the specified project periods.

2. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The Governmental Fund types are accounted for using a current financial resources focus. All federal and state grant funds were accounted for in the Special Revenue Funds, a component of the Governmental Fund type. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds' present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position.

   The modified accrual basis of accounting is used for the Governmental Fund types. This basis of accounting recognizes revenues in the accounting period in which they become susceptible to accrual, i.e., both measurable and available, and expenditures in the accounting period in which the fund liability is incurred, if measurable.

   Federal and state grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant, and, accordingly, when such funds are received, they are recorded as deferred revenues until earned.

3. Subrecipients grants are passed through to the Middle Rio Grande Development Council (fiscal agent).

4. The Board did not elect to use the 10% de minimis indirect cost rate provided by the Uniform Guidance.

5. Reconciliation of the total expenditures of federal and state awards to total federal and state grant expenditures reported in the Statement of Revenues, Expenditures and Changes in Fund Balance:

Expenditures reported on the Schedule of Expenditures of Federal awards	$	14,056,281
Expenditures reported on the Schedule of Expenditures of State awards		845,788
	$	14,902,069
Interagency Cooperation Contract Expenditures are as follows:		
Summer Earn & Learn Program	$	127,618
Student Hireability Navigator		65,871
Infrastructure Support Services		93,366
Total TWC and Other Grant Expenditures	$	15,188,924

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WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
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SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Year Ended September 30, 2024

Board of Directors
Executive Committee

Christoper Hiller
Chairperson
Private Sector

Laura Lopez
Vice Chairperson
Private Sector

Jesus Martinez, Jr.
Secretary
Private Sector

Myrta Garcia
Treasurer
CBO

Rodrigo Jaime
Parliamentarian
Private Sector

Rosie Lozano
Executive Director

There were no prior year findings reported.

Workforce Solutions Middle Rio Grande is an equal opportunity Employer / Program. Auxiliary aids and services are available upon request to individuals with disabilities. TTY/TDD via Relay Texas: 711/TDD: 1-800-735-2989 / Voice: 1-800-735-2988

Docusign Envelope ID: A5322473-2C07-428C-BEF8-21633F29FB6F

TEXAS WORKFORCE COMMISSION (TWC)
GRANT AWARD AGREEMENT

TWC Award Number	**2725WPA001**
ABA Number	**2723ABA001**
Grant Program Title	**WAGNER-PEYSER EMPLOYMENT SERVICES**
Award Amount	**$7,032.00**

Grantee's Name

Workforce Solutions Middle Rio Grande Board

Period of Award

This Grant Award Agreement shall begin on **March 1, 2025** and shall terminate on **December 31, 2025**, unless amended or terminated in accordance with its terms and conditions.

Signature Authority

The person signing this Grant Award Agreement on behalf of TWC, the Grantee and the Grantee's Fiscal Agent (if applicable) hereby warrants that he or she has been fully authorized to:

- execute this Grant Award Agreement on behalf of TWC or Grantee's organization, and
- validly and legally bind the organization to all the terms, performances, and provisions of this Grant Award Agreement.

Agency Approval	**Texas Workforce Commission** Mary H York Division Director, Workforce Development Date: 3/6/2025
Award Acceptance	**Workforce Solutions Middle Rio Grande Board** Christopher Hiller Board Chair Date: 3/6/2025 **Fiscal Agent: Middle Rio Grande Development Council** Michelle Garcia Executive Director Date: 3/6/2025

POLICY LETTER

ID NO:FISCAL21 CHG1 **DATE ISSUED:** April 8, 2025

TO: **Workforce Solutions Middle Rio Grande Contractors**

FROM: **Rosie Lozano, Executive Director**

SUBJECT: **Procurement/Purchase Order**

PURPOSE: The procedures outlined in this provide Workforce Solutions Middle Rio Grande's staff and its contractor with authorized policies for procurement. These shall be adhered to in all circumstances unless specific written authorization from the Workforce Solutions Middle Rio Grande Board Executive Director has been obtained.

Workforce Solutions Middle Rio Grande and its activities consist of administering State and Federal grants-in-aid. Such activities require adherence to State and Federal statutes, which may change at irregular intervals. To accommodate such changes, this policy will be updated as circumstances dictate.

REFERENCES:

POLICY: It is the policy of WFSMRG to have a centralized purchasing function within the agency to provide better control over how and where agency funds are being spent, and to provide the most economical way of doing so. The purchasing function should be viewed as a profit center for WFSMRG, not a cost center. Benefits of a centralized purchasing function include:

- Reduction in overhead cost of purchasing;
- Reduction in volume of paperwork;
- Simplification, consistency and standardization of specifications;☐

- Consistent supervision over inspection of deliveries and tests; storage and distribution of goods; and inter-departmental transfers, trade-ins, and sales of surplus and obsolete commodities;
- General oversight to prevent the purchase of unnecessary, unwarranted and duplicative procurements;
- Closer accounting control over expenditures; and
- Ability to take advantage of volume and other cash discounts

The Executive Director will establish the rules and regulations for the purchase and procurement of all commodities, services, and equipment. The Executive Director and fiscal entity have the task of administering, enforcing, and carrying out these rules and regulations as established. To do this, the Executive Director and fiscal entity:

- provides a centralized organization of qualified procurement personnel;
- develop agency-wide purchasing objectives, policies, programs, and
- procedures for the acquisition of materials, equipment, supplies, and services;
- develops and maintains technical and non-technical commodity specifications;
- ensures funding is available for procurement;
- provides open and fair competition to vendors;
- introduces new products and services to users;
- maintains current lists of qualified vendors and identifies new vendors;
- establishes priorities for processing requisitions;
- prepares, distributes, receives, and evaluates bid requests for purchases;
- develop standard contracts and specifications to expedite purchases for repetitive orders;
- prepares and approves purchase orders, price agreements, and contracts;
- serves as a liaison between the end user and the vendor in obtaining pricing, ordering, expediting purchases, and returning merchandise;
- consolidates requisitions of like items to obtain maximum economic benefit;
- monitors and evaluates the performance of vendors; and
- arranges for disposal of surplus materials and equipment through transfer to other WFSMRG departments or through public auction.

Overall Specific Board Authorization

The Board of Directors of the Workforce Solutions Middle Rio Grande shall be responsible for the overall operations of WFSMRG. This responsibility entails decisions in the nature of operations to be conducted, the cost of such operations, and the resources available to fund the operations.

As indicated in the Method of Periodic Update section of this manual, WFSMRG decision of operations will be highly influenced by State and Federal regulations.

General overall Board of Directors authorization for WFSMRG to execute transactions in carrying out approved operations shall be outlined in the annual general budget, budgets about contracts and/or awards entered with the State and Federal Government, and operating policies approved by the Board. Based upon the above, specific Board of Directors approval shall be required for the following:

A. Approval of annual operating budgets.
B. Approval of budgets and related Federal and State contracts and/or awards.
C. Approval of procurement policies and procedures.
D. Approval of personnel manual.
E. Approval of major transactions, to include but not be limited to:

1. Contracts to perform services for reimbursement to member and non-member entities.
2. Assessment of membership fees and dues.
3. Procurement of services and goods with a unit acquisition cost over $250,000.
4. Procurement of contracts for consultant services and other personnel services over $25,000. The renewal of any existing contract, lease, or agreement i.e... office leases, copy machine leases, insurance contracts, or agreements, having an increased cost of ten percent (10%) or under, shall not require Board approval and will be left to the discretion of the Executive Director.
5. Approval of official bank depository for Council funds.
6. Approval of all debt instruments of the Board.
7. Procurement of equipment having a useful life of more than one year and an acquisition cost that equals the lesser of (a) the capitalization level established by the organization for financial statement purposes, or (b) $5,000.

Procurement Authority/Responsibility and Delegation

Once Board approval is obtained to procure services/goods, the fiscal entity utilizing the appropriate procurement method outlined in this Procurement Policies and Procedures Manual shall initiate the procurement process.

The Fiscal entity shall be authorized to procure all services/goods for the MRGWFB. The Executive Director shall approve all Requests for Purchases, including the method utilized. The Controller shall approve all Purchase Orders.

The procurement standards contained herein shall not relieve the Middle Rio Grande Workforce Board of any contractual or administrative responsibility under its contractual agreement with any specific federal and state agency.

Code of Conduct/Conflict of Interest

The Workforce Solutions Middle Rio Grande has established a policy requiring that all staff adhere to a code of conduct that governs the performance of its officers, employees, or agents prohibiting conflict-of-interest, kickbacks or acceptance of gratuities.

It shall be a breach of ethical standards for anyone to be retained or to retain anyone, to solicit or secure a contract for a commission, brokerage or contingent fee, except for the retention of bona fide employees, or established commercial selling agencies for the purpose of securing business.

Staff or Board members may not discuss certain information related to procurement with potential proposers. Procurement information shall not be used by any person for actual or anticipated personal gain. Examples of such information that must be kept confidential during the process of procurement include:

- Information regarding the availability of funds available, or related data, until that information is made known to all Offerors;
- The number and names of Offeror until the contract or award is issued and the decision is made public;
- Technical or cost/price information to anyone not officially involved in the procurement while the procurement is in progress;
- Certain technical or proposal information that the offeror has designated as proprietary or take secret, even after the award is made and publicized.
- Each employee acknowledges that his or her conduct while serving as a member of the staff is governed by this Code of Conduct. An employee may not:
- Use his or her official authority or influence to interfere with or affect the result of an election or nomination for office; or
- Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer or employee to pay, lend or contribute anything of value to a party, committee, organization, agency, or person for a political purpose; or
- Use funds provided by the State of Texas to influence the passage or defeat of any legislative measure in the Texas Legislature or the outcome of any election; Or

- Use funds provided under federal grants in any way to attempt to influence in any manner a member of Congress to favor or oppose any legislation or appropriation by Congress, or for lobbying with state or local legislators; or
- Use WFSMRG property for personal gain and must refrain from situations where his or her financial interests are brought into conflict. This includes, but is not limited to computer software and equipment, data, and/or information acquired or created by WFSMRG, duplication, and distribution. Use of these assets for personal or non-agency designated purposes requires authorization from Executive Director.

Conflict of Interest

No officer, employee or agent shall participate in the selection, award, or administration of a contract supported by federal funds or state funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when any of the following have a financial or other interest in a firm that is selected to receive an award:

- The employee, officer or agent;
- any member of the employee's immediate family;
- the employee's partner; or
- An organization that employs, or is about to employ, any of the above.

All employees in a decision making category and all employees in the FISCAL Department shall sign a statement which indicates that they are aware of this code of conduct and shall disclose any firms, organizations or business interests in which they presently have an interest or with which they are related. The Executive Director in assuring that no conflict of interest will arise in the day-to-day procurement activities of the Workforce Solutions Middle Rio Grande shall utilize these disclosures. The above statement shall be updated annually as of September 1.

All individuals signing the above statement shall also be informed, that Federal procurement guidelines of 2 CFR 200.113 require that penalties, sanctions or other disciplinary actions, to the extent permitted by State or local law or regulations, be imposed for violations of the code of conduct/conflict of interest standards set forth herein when the procurement involves State or Federal programs and/or funds. The reader is referred to Exhibit A of this manual for a sample form to be utilized meeting the requirements set forth above.

Conflict of Interest as defined in Chapter 171.002 of the Local Government Code is as follows:

A substantial business interest is defined as:

1. Owns 10% or more of the stock, shares, fair market value, or other interest in the business entity;
2. Owns more than $5,000 of the fair market value of the business entity;
3. Owns real property if the interest is an equitable or legal ownership with a fair market value of $2,500 or more used for the business entity;
4. Receives funds from the business entity that exceed 10% of the person's gross income for the previous year;
5. Is a compensated member of the board of directors or other governing board of the business entity;
6. Serves as a elected officer of the business entity; or
7. Is related to a person in the first degree by consanguinity or affinity, as determined by Chapter 573, Texas Government Code, who has a substantial financial interest in the business entity, as listed in subparagraph (A) through (F) of this definition. First degree of consanguinity or affinity means the person's parent, child, adopted child, or spouse.

An immediate family member: is defined as:

1. A father, mother, brother, sister, daughter or son of the member, and/or
2. The spouse of the member, and/or
3. A father, mother, brother, or sister of the member s spouse

A representational interest is defined as:

1. Employed by the organization, and/or
2. A member of the board of directors, commission, council, or other direct governing body of the organization.

Avoidance of the Purchase of Unnecessary or Duplicative Items

The Supervisor/Department Director shall conduct cost reasonableness reviews on all proposed procurements to avoid the purchase of unnecessary or duplicative items. Appropriate personnel within the Fiscal Department will perform a second review.

Consideration shall be given to consolidation or breaking out to obtain a more economical purchase. Where appropriate, an analysis shall be made of lease versus purchase alternatives, and any other appropriate analysis to determine which approach would be the most economical. To further economize, consideration shall be given as to the possibility of entering into

State and local intergovernmental agreements for procurement or use of common goods and services.

Contracting with Small Business, Minority Firms, Women's Business Enterprises, Labor Surplus Area Firms, and Historically Underutilized Businesses

It is the Board's policy to ensure that small and minority businesses are utilized when possible as sources of suppliers, equipment, construction, and services when State or Federal programs and/or funds are involved. Bidder's lists that include small, minority, disadvantaged, and women's businesses shall be maintained for use in solicitation of goods and services. A good faith effort shall be made to let at least thirty percent (30%) of the total value of all subcontracts and supplier contracts to HUBs. Affirmative steps shall include the following:

1. Include qualified small and minority businesses on solicitation lists.
2. Assure that small and minority businesses are solicited whenever they are potential sources.
3. When economically feasible, divide total requirements into smaller tasks or quantities so as to permit maximum small and minority business participation.
4. Where the requirement permits, establish delivery schedules which will encourage participation by small and minority businesses.
5. Use the services and assistance of the Small Business Administration, the Office of Minority Business Enterprise of the Department of Commerce and the Community Services Administration as required.
6. If any sub-recipient contracts are to be let, require the prime contractor to take the affirmative steps in 1 through 5 above.
7. Take similar appropriate affirmative action in support of women's business enterprises.
8. Procure goods and services from labor surplus areas.

Bidders and Vendors List

All lists of pre-qualified vendors that are used in procurement activities shall be current and include enough qualified sources to ensure maximum full and open competition. No bidder shall be precluded from qualifying for a pre-qualified list during solicitation periods.

Contractors may develop bidders lists and vendors lists for use in acquiring goods and services. Goods and services available through a vendors list have been competitively procured, and do not require any additional procurement action. Goods and services available through a bidders list have not been competitively procured.

General Policy of Competition

1. All procurement transactions, regardless of whether by sealed bids or by negotiations and without regard to dollar value, shall be conducted in a manner that ensures maximum full and open competition. Procurement procedures shall not restrict or eliminate competition. An example of what is considered to be restrictive competition includes, but is not limited to:

    a. Placing unreasonable requirements on firms in order for them to qualify to do business;
    b. Non-competitive pricing practices between firms;
    c. Organizational conflicts of interest, including related party transactions;
    d. Unnecessary experience and bonding requirements;
    e. Utilizing Brand Name specifications;
    f. Overly restrictive specifications;
    g. Arbitrary actions in the procurement process;
    h. Collusion of bidders;
    i. Letter of intent to purchase in advance of a procurement; and
    j. Allowing bidders to assist in preparing specifications and then competing in the procurement process.

2. When solicitations are being circulated and/or advertised, the Department Director or Fiscal Department shall adhere to the following selection procedures:

    a. Incorporate a clear and accurate description of the technical requirements for the material product or service to be procured. Such description shall not, in competitive procurement, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured, and when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name of equal" description may be used as a means to define the performance or other salient requirements of procurement. The specific feature of the named brand, which must be met by offerors, shall be clearly stated.
    b. Clearly set forth all requirements which Offeror must fulfill and all other factors to be used in evaluating bids or proposals.
    c. The primary consideration in selecting agencies or contractors to deliver services shall be their effectiveness in delivering comparable or related services based on demonstrated performance, the likelihood of meeting performance goals, cost reasonableness, quality of training,

contractor integrity, compliance with public policy and financial and technical resources. Consideration shall be given to community-based organizations as service providers.

3. The process for selecting service providers are outlined on page 13 and 14 of this manual. Reader is referred to Exhibits B,C,D,E, & F in this manual for a sample of cost analysis forms, rating instruments and selection process for RFP review teams.

4. Request for proposals shall include at a minimum the following:

   a. A proposal outline that identifies the exact format and sequence for submitting responses;
   b. A statement of work that provides a clear, concise description of the services to be provided. The statement of work shall summarize the key features of the proposal in terms of mandatory, optional and supplemental components, and services results. In cases where the RFP is for training services, the acceptable levels of performance during the training period for training will be established;
   c. Statements indicating the period of time during which the services are to be provided and due dates established for responses to be considered;
   d. In the event that a potential bidder wishes to protest the solicitation or selection process; the process of protest or inquiry shall be the following:

      The bidder may choose to request an informal conference. The purpose of the informal conference is to give the parties an opportunity to resolve a complaint. The request of an informal hearing must be submitted in writing within ten (10) days of the notification of the award to the Executive Director of the Workforce Solutions Middle Rio Grande.

      The Executive Director of the Workforce Solutions Middle Rio Grande shall mail all responses to a request for an Informal Conference within ten (10) days. The Equal Opportunity Officer (EO Officer) shall schedule the Informal Conference within seven (7) days of receipt of a properly completed Grievance Information form. The EO Officer shall serve as Chairperson and moderator of the Informal Conference. Only those issues presented at the Informal Conference may be addressed in subsequent hearings. All parties shall make a good faith effort to reach a mutually acceptable resolution of the complaint at the Informal Conference. The Chairperson shall adjourn the Informal Conference when a satisfactory resolution of the complaint has been reached or when it appears to the Chairperson

that no such resolution is possible. A written determination of the Informal Conference shall be prepared by the Chairperson and shall be final and void of any appeal.

The complainant may request a Hearing if dissatisfied with the outcome of the Informal Conference. When an informal resolution has not been successful, notification of the opportunity for a hearing along with a copy of a Request for Hearing form and all procedures to be followed must be sent to the complainant;

e. The RFP shall have statements regarding WFSMRG s right to accept or reject any and all proposals received;

f. In the event that multiple proposals are accepted the comptroller will determine an equitable method of distribution and maintain record of such distribution.

g. The RFP shall establish the WFSMRG s right to clarify, explain or verify any aspect of a submitted proposal in response to an RFP and to negotiate with responsive Offeror;

h. The RFP shall contain required signature certifications to include, but not be limited to: signature authority on behalf of the organization, debarment and suspension, code of conduct/conflict of interest statement, anti-lobbying, drug free workplace compliance;

i. Statements that reference fiscal compliance requirements of cost categories, allowable costs and references to cost limitations, where applicable by specific program legislation or regulations;

j. The RFP shall require a line item budget;

k. The RFP shall include and use a rating method with value given to price reasonableness, and criteria for judging price reasonableness. Staff or other qualified, objective third parties shall separately rate the proposals. Rating sheets shall be maintained, completed, signed, and dated by the designated reviewers. Individual scores shall aggregate, and awards shall be consistent with numerical ratings, and inconsistencies shall be documented;

l. The entire review and selection process for assessing and considering responses to the RFP shall be included in the RFP including the rating sheet and minimum thresholds that if not met, require disqualification;

m. The rating method shall account for performance in a manner that is quantifiable and criteria-referenced;

n. RFP for training shall be in approved demand occupations. Awarded contracts shall be consistent in cost, scope, and deliverables approved by the MRGWFB and inconsistencies shall be documented;

o. The RFP shall require submission of the respondent s State Corporation certification and articles of incorporation, organizational chart, bylaws, and governing board members list;

p. The RFP shall avoid and protect against giving inappropriate signals of acceptable price;

q. Final awards shall be made consistent in dollar value and category with the RFP's stated intentions, and any inconsistencies shall be documented;

Contract Pricing

The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.

Contract Clauses & Provisions

Contracts involving State and/or Federal grants shall include provisions defining a sound and complete procurement contract. The following provisions or conditions shall be included in all procurement contracts and subcontracts as required by state or federal laws and funding agency regulations.

1. Contract Provisions
   a. Provisions that requires the contractor to maintain all required records for three years after the Board makes final payment and all other pending audit exceptions or litigation matters are closed as per 20 CFR 629.35(e).

   b. Contracts other than small purchases shall contain provisions or conditions, which will allow for administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate.

   c. All contracts in excess of $10,000 shall contain suitable provisions for termination by the Board including the manner by which it will be effected and the basis for settlement. In addition, such contracts shall describe conditions under which the contract may be terminated for

default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

d. All contracts awarded in excess of $10,000 shall contain a provision requiring compliance with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

e. All contracts and sub-grants for construction or repair shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). This Act provides that each contractor or sub-recipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The Board shall report all suspected or reported violations to the grantor agency.

f. When required by the Federal grant program legislation, all construction contracts in excess of $2,000 awarded shall include a provision for compliance with the Davis-Bacon Act (40 USC 276a to a-7) as supplemented by Department of Labor regulations (29 CFR, Part 5). Under this Act contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less often than once a week. The Board shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The Board shall report all suspected or reported violations to the grantor agency.

g. Where applicable, all contracts awarded in excess of $2,000 for construction contracts and in excess of $2,500 for other contracts which involve the employment of mechanics or laborers shall include a provision for compliance with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 USC 327-330) as supplemented by Department of Labor regulations (29 CFR, Part 5). Under Section 103 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard workday of 8 hours and a standard workweek of 40 hours. Work in excess of the standard workday or workweek is permissible provided that the worker is compensated at a rate of not less than 1.5 times the basic rate of pay for all hours worked in excess of 8 hours in any calendar day or 40 hours in the workweek. Section 107 of the Act is applicable to construction work and provides that no laborer or

mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction, safety and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

h. A contract shall include requirements and regulations pertaining to reporting and patent rights under any contract involving research, developmental, experimental or demonstration work with respect to any discovery or invention which arises or is developed in the course of or under such contract, and requirements and regulations pertaining to copyrights and rights in data.

i. All negotiated contracts (except those awarded by small purchases procedures) awarded shall include a provision to the effect that The Board, the Federal or State grantor agency, the Controller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to that specific contract, for the purpose of making audit, examination, excerpts, and transcriptions. The Board shall require contracts to maintain all required records for three years after final payment is made and all other pending matters are closed.

j. Contracts, subcontracts, and sub-grants of amounts in excess of $100,000 shall contain a provision which requires compliance with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1857 (h)), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR, Part 15), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. The provision shall require reporting of violations to the grantor agency and to the USEPA Assistant Administrator for Enforcement (EN-329).

k. Contracts shall recognize mandatory standards and policies relating to energy efficiency, which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

l. The Board is permitted to require changes, remedies, changed conditions, access and record retention and suspension of work clauses approved by the office of Federal Procurement Policy.

m. The Board shall allow the extension of contracts if the sub-recipient has met the requirements specified in the contract i.e.. has met or exceeded program objectives, has demonstrated responsibility in the use of funds and has complied with the terms of the contract. Contract extensions will not be allowed to exceed more than two (2), one-year terms.

n. All contracts shall contain a provision that requires the sub-contractor to adhere to Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, section 98.510. This provision requires the prospective recipient of Federal assistance funds, by submission of his proposal, to certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in a transaction by any Federal debarment or agency. The reader is referred to Exhibit I of this manual for a sample of the form to be utilized to meet this requirement. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to the proposal. Disclosure of Lobbing Activities will be required for all contracts exceeding $250,000. The reader is referred to Exhibit H of this manual for a sample of the form to be utilized to meet this requirement.

o. All contracts in access of $25,000 shall contain a provision that requires the sub-contractor to certify that certain steps shall be taken to maintain a drug-free workplace. Contracts under $25,000 with employers who maintain worker's compensation insurance coverage and employ fifteen (15) or more employees shall also contain this provision.

p. All contracts shall contain a provision that allows both parties to terminate the contract for convenience by providing a thirty (30) calendar-day notice to the other party in the Contract. The WFSMRG may terminate a contract in whole or in part when it has determined that a sub-recipient has violated a specific provision(s) of Department of Labor(DOL) regulations funding agencies regulations and directed corrective action has not been taken.

q. The Board shall require that sub-recipient have an audit made in accordance with the Single Audit Act of 1984, P.L. 98-502, and its implementing regulations OMB Circular No. A-128, "Audit Requirements for State and local Governments", 50 Fed. Reg. 19114 (May 6, 1985), or OMB Circular A-133, "Audits of Institutions of Higher Learning and Other Non-Profit Institutions", 55 Fed. Reg. 10019 (March 16, 1990) as

applicable, for any of its fiscal years in which a sub-recipient receives more than $100,000 in federal financial assistance. For the purpose of this provision, "federal financial assistance" shall mean assistance provided by a federal agency in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance, or direct appropriations, but does not include direct federal cash assistance to individuals. It includes awards received directly from federal agencies, or indirectly through other units of State and local governments.

r. The Board shall require that the sub-recipient have an audit in accordance with the Single Audit Act, and OMB Circular A-128 or OMB Circular A-133 as applicable, or in accordance with federal laws and regulations governing the program for any fiscal year in which the sub-recipient receives between $25,000 and $100,000 in federal financial assistance.

s. WFSMRG shall require that the sub-recipient have an audit in accordance with federal laws and regulations governing the program, for any fiscal year in which the sub-recipient receives less than $25,000 in federal financial assistance.

t. Unless otherwise specifically authorized by the Board, sub-recipients shall submit the report of such audit to the WFSMRG within thirty (30) days of issuance, and no later than one hundred eighty (180) days after the end of the sub-recipient s audit period. Audits performed under this contract shall be subject to review and resolution by The Board, the Federal or State grantor agency or its authorized representative.

u. WFSMRG, the Federal or State grantor agency, or their assigned designee, shall have access to and the right to examine, monitor and audit all records, documents, conditions and activities related to programs funded by contracts issued by WFSMRG.

v. Not withstanding any provision within this contract, WFSMRG reserves the right to conduct or cause to be conducted an independent audit of all funds received under this contract. Such audit may be performed by the funding agency staff, local government audit staff, a certified public accounting firm, or other auditors as designated and determined by the funding agency. It is the right of The Board or the Federal or State grantor agency to determine the scope of the audit. The sub-recipient agrees to maintain and make available all accounting and program records to include supporting source documentation and shall cooperate with all authorized auditors. Such audit will be conducted in

accordance with all applicable professional audit standards and practices.

w. Sub-recipient receiving DOL funds agree to accept any sanctions imposed as a result of the final determinations pursuant to Texas Workforce Commission's Financial Management Manual for Grants and Contracts (FMGC).

x. Subcontractor and/or auditors performing monitoring or audits of sub-recipient or its sub-contracting service providers shall immediately report to the WFSMRG any incidents of fraud, abuse or other criminal activity in relation to the provisions of this contract or the funding agency's rules and regulations.

y. For contracts funded by TWC, sub-recipient shall be guided by TWC's FMGC, which governs the audit process, and specifically those requirements relative to the provision of cost category breakdowns, for each contract included in the audit. Sub recipients shall require their auditors to use the "Schedule of Federal Financial Assistance" promulgated in the AICPA's publication, Audits of State and Local Governmental Units, including the requirements in paragraph 23.8. Any management letter issued by the sub recipient's auditors, in conjunction with an audit, shall accompany the audit report submitted to TWC.

z. Health and safety standards established under State and Federal law are applicable to working conditions of participants in programs under this contract. With respect to any participant in a program conducted under this contract who is engaged in activities which are not covered by health and safety standards under the Occupational Safety and Health Act of 1970, the Secretary shall prescribe, by regulation, such standards as may be necessary to protect the health and safety of such participant.

Development and Maintenance of Procurement Records

The fiscal entity shall maintain fully documented files and other records sufficient to detain the significant history of procurement. Records to be retained shall include all records pertinent to all grants and agreements, including financial, statistical, property and participant records and supporting documentation. These records shall be retained for three (3) years after the acceptance of the final audit report, unless any litigation or claim has been started before the expiration of the three-year period. In the event of a litigation or claim before the end of the three-year period, records shall be retained until the completion of the action and resolution of all issues, or until the end of the regular three-year period, which ever is later.

The Workforce Solutions Middle Rio Grande shall be responsible for notifying all subcontractors of the retention of record requirements. The Workforce Solutions Middle Rio Grande shall be responsible for the maintenance and retention of the subcontractor's records if a relationship with a subcontractor is terminated and the subcontractor is unable to retain the records.

Requisitioning Goods and Services

Initiating the Requisition

Department Directors and appropriate staff shall be responsible for submission of requests for goods and services to the fiscal entity for processing.

Purchase Order System

At a minimum a purchase order must have the following internal controls:

1. A purchase requisition needs to be entered using the Microix Electronic Requesting (E-Req) system documenting the items or services being requested for purchase.
2. The E-req must be reviewed and authorized by the supervisors of the person making the request to ensure that the items/services are needed and necessary to operate a program activity and those funds have been budgeted for the items/services.
3. The E-req must be submitted to the Fiscal Department for a second review and for procurement of the items/services. The same department or division making the request should not get involved in the procurement of goods/services.
4. WFSMRG implements a procurement procedure (i.e. telephone bidding, request for quotations, and request of proposals) depending on the anticipated threshold amount of the items/services being sought.

    a. For items that are not anticipated to exceed $25,000.00 in the aggregate, a telephone bid is implemented.
    b. Items that are expected to exceed $25,000.00 but not $250,000.00 in the aggregate, state approval is required, and a request for written quotes is used.
    c. For items/services that are anticipated to exceed $250,000.00 in the aggregate, state approval is required and a request for proposal is used.
5. Fiscal and program staff must analyze, and review bids/price quotations received from vendors responding to the procurement process that was utilized.
6. A selection is made on a vendor to provide the needed items/services based on cost reasonableness.

7. The purchase requisition, with the all required documents, is forwarded to the purchase order clerk where a purchase order is generated to the vendor listing the items/services to be procured and the anticipated delivery date.
8. Following the delivery of goods/services, an invoice by the vendor is sent to the fiscal entity for payment.
9. Fiscal staff must compare the invoice to the purchase order issued and process the invoice for payment.
10. Fiscal staff prepares a check and pays the vendor for the items/services that were provided.

Distribution of Supplies

All Non-Inventory consumable supplies will be delivered to their respective sites. Each center will be accountable for all items received. A copy of the purchase requisition and/or purchase order attached with the vendor's invoice/packing slip will be forwarded, via fax, to the center to verify the completion of the order. The deadline for any corrections, missing items, etc... will be three days after the delivery of items. Anything after the third day, the order will be considered complete and forwarded to Accounts Payable for payment. The only exceptions will be on back ordered items.

All Inventory items will be shipped to the Central Offices to be inventoried and tagged. This will included all furniture, computer equipment, software, calculators, etc...

Determining Available Budgeted Resources

Upon receiving requests from Department Directors, FISCAL staff shall check with the Controller to determine the following:

1. The cost/expenditure category into which the goods/services shall be classified and;
2. If an approved budgeted line item exists for the contemplated goods/services, that such budgeted line item shall not be exceeded by the purchase of the contemplated goods/services.

Determining Allowability of Goods and Services

In addition to the procedures indicated above, determination shall be made whether the goods and/or services requested comply with the provisions of the U.S. Office of Management and Budget's 2 CFR 200 Sub-part E. This publication presents principles for determining costs applicable to grants and contracts with State and local governments; lists costs which cannot be charged to State and Federal contracts/awards; lists costs which may be charged to State and Federal contracts/awards if specifically approved in advance by the grantor agency and lists costs which may be charged to State and Federal contracts without prior agency approval if included in the

approved budget. It shall also be determined if the State and/or Federal contract or award includes other provisions which place restrictions on expenditures of funds. Upon performing the above, the Department Director signs the requisition and the requisition is then approved by the Deputy Executive Director of Administration or the Controller.

Determining Cost/Price Reasonableness

WFSMRG staff will perform a cost or price analysis in connection with every procurement action, including contract modifications on all proposals prior to being scored. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, The Procurement Accountant and the appropriate Department Director will make independent estimates before receiving bids or proposals. The estimated cost for the procurement shall be identified in the Purchase Requisition. A cost analysis shall be completed when adequate price competition is lacking and for all sole source procurement, including contract or award modifications or change orders. In addition, a price analysis will be used to determine the reasonableness of the proposed contract price.

Price analysis includes a comparison of prices paid for the same or similar products in the past, as well as the current market rate. Quantities, production and delivery rates should also be taken into consideration. Cost analysis is the element-by-element examination of the detailed costs submitted in the line item budget. Each of the costs contributes to the total price.

Commercially available training packages, including advanced learning technology, may be purchased for off-the-shelf prices and without requiring a breakdown of the cost components of the package if such packages are purchased competitively and include performance criteria.
The Executive Director shall negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration will be given to the complexity of the work to be performed, the risk borne by the sub-contractor, the sub-contractor's investment, the amount of sub-contracting, the quality of its past performance record, industry profit rates in the surrounding geographical area for similar work, and market conditions in the surrounding geographical area.

Costs or prices based on estimated costs for agreements under Workforce Board contracts shall be allowed only to the extent that costs incurred, or cost estimates included in negotiated prices are consistent with federal cost principles. The cost plus a percentage of cost method of contracting shall not be used. Sub-contractors who sub-contract in excess of $25,000 shall also perform cost or price analysis to be reviewed by the Board of Directors.

Procurement Methods and Procedures

To the maximum extent possible, all procurement will be conducted in a manner, which ensures full and open competition. A method appropriate to the type of procurement must be used for all procurements. Non-competitive procurement of services for programs under the auspices of Texas Workforce Commission shall require advance approval by Texas Workforce Commission and appropriate documentation will be adhered to by the WFSMRG as per the policies referenced in the Texas Workforce Commission s FMGC.

In accordance with Section 36, "Procurement", of The Common Rule of OMB Circular A-102, the Workforce Solutions Middle Rio Grande shall be authorized to purchase common goods and services from the General Services Commission and the Houston Greater Area Council, Cooperative Purchasing Programs. Whenever feasible and appropriate, such purchases shall be made to foster greater economy and efficiency.

Procurement under program contracts shall be made by one of the following methods:

- Micro Purchase (goods or services under $10,000)
- Small Purchase (open market purchase procedures);
- Invitation for Bids, (Invitation For Bids);
- Competitive Negotiation (Request for Proposals);
- Sealed Bids (Invitation for Sealed Bids);
- Noncompetitive Negotiation (Sole Source).
- Interlocal Purchasing Agreements.

For procurement of goods and services not specifically addressed in this manual, Section 36 of OMB Circular A 102 and/or TWC s FMGC, Chapter 15 will be consulted. All procurement transactions shall be conducted in a manner providing full and open competition.

Micro Purchase (goods or services under $10,000)

Micro Purchase procedures (open market purchase procedures) are those relatively simple and informal procurement methods that are sound and appropriate for procurement of services, supplies or other property, costing in the aggregate not more than $10,000.

The appropriate staff shall be required to justify and document that the item(s) to be purchased are cost-reasonable and necessary before submitting a purchase requisition and obtaining a purchase order. The

Purchasing Specialist will select vendors in a manner that ensures that no one vendor receives a preponderance of the purchases.

Small Purchase (goods or services under $25,000)

Small purchase procedures (open market purchase procedures) are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in the aggregate not more than $25,000.

The appropriate staff shall be required to justify and document that the item(s) to be purchased are cost-reasonable and necessary before submitting a purchase requisition and obtaining a purchase order. The Small Purchase Method will not be utilized to circumvent or break up purchases, which require other procurement methods as described in this policy and procedures manual.

To ensure reasonable competition, the Contract/Procurement Specialist I within the FISCAL Department shall obtain a minimum of two responsive providers for price or rate quotations, and a written record of the prices quoted shall be taken and made a part of the procurement files.

These shall be presented to the Executive Director, the Controller, and the Department or Division Director for joint review of the bids to determine cost reasonableness and to avoid purchase of unnecessary or duplicative items. In small purchase procedures, open market purchase procurement, a statement of the basis for placing the order with the successful bidder and the factors considered in determining the lowest and best bid shall be prepared by the Contract/Procurement Specialist I and filed with other documents relating to the transaction. This method shall be used when it is determined that purchases of goods and services may be made most effectively in the open market, such purchases may be made without newspaper advertising.

The fiscal entity purchase order system requires a record of all purchases negotiated on behalf of the WFSMRG. The system provides duplicate records for use in the payment of invoices and/or billings for services rendered; provides documentation of allowances of related costs; and assures that unnecessary or duplicate items are not purchased.

Negotiated procurement will include a description of supplies or services ordered; date of order; purchase price; cost allocation information (grant-project-expense category); authorized signature and comparative price quotations where applicable.

Price lists obtained from vendors may constitute adequate bases for price comparisons. Telephone quotations will suffice where no price list comparison exists.

Purchase orders for purchases to be expended using Texas Workforce Commission funds shall be approved and signed by the Executive Director or the Board Chair of the MRGWB. The person signing the purchase order on behalf of MRGWB shall not receive any goods procured through said purchase order.

Invitation for Bids (for goods or services over $25,000 but less than $250,000)

Purchases whose aggregate cost is over $25,000 but less than $250,000 shall be procured using the Invitation for Bids (IFB) method. The IFB method shall be used to obtain goods and services where requirements can be easily specified. To ensure reasonable competition, the Procurement Accountant within the FISCAL Department shall obtain written quotations from a minimum of two responsive providers for price or rate quotations.

The Procurement Accountant shall be responsible for soliciting written Invitations for Bids (IFB) from the agency's bidders list. These shall be presented to the Executive Director, the Controller, and the Department or Division Director for joint review of the bids to determine cost reasonableness and to avoid the purchase of unnecessary or duplicative items. The Controller or the Finance Officer shall present the selected bid to the Executive Director (or the MRGWB Executive Director) for consideration. The selected bid along with those that were not selected shall be made a part of the procurement files. Sealed bids shall be utilized when written specifications on the items or services to be procured can be developed. The formal opening of bids shall be conducted, and a firm-fixed-price award will be made to the responsible bidder whose bid, conforming to the invitation for bids, is lowest in price.

Competitive Negotiation

In competitive negotiation, request for proposals (RFP) are requested from an adequate number of sources and the RFP is publicized, negotiations are normally conducted with more than one of the sources submitting offers, and either a fixed-price or cost-reimbursement type contract is awarded, as appropriate. To ensure reasonable competition, the Procurement Accountant within the FISCAL Department and the Division and/or the Department Director shall jointly develop specifications and/or scope of services to be included in the RFP. The Procurement Accountant shall incorporate the

specifications and/or scope of services within the RFP. Exhibits C, D, E & F in this manual will be utilized for evaluating and determining the cost reasonableness of all requests for proposals. The Executive Director shall select a Review Team of staff comprised of the Controller and the Deputy Director of Operations or their designee and Division Directors to evaluate and review all proposals. Reader is referred to Exhibit C, sample memorandum for selection of Review Team. The Review Team shall provide a recommendation to the Executive Director for consideration.

Competitive negotiation may be used if conditions are not appropriate for the use of the sealed bids methods or selection by lowest price alone. If competitive negotiation is used for procurement under a program contract, the following requirements shall apply:

1. Proposals shall be solicited from an adequate number of qualified sources to permit reasonable competition consistent with the nature and requirements of the procurement. The Request for Proposal shall be publicized and reasonable requests by other sources to compete shall be honored to the maximum extent practicable;
2. The Request for Proposal shall identify all significant evaluation factors, including price or cost where required, and their relative importance;
3. The Executive Director shall provide a criteria summary for technical review and evaluation of the proposals received, determinations of responsible offers for the purpose of written or oral discussions, and documented selection practices for contract award;
4. Award may be made to the responsible offered whose proposal will be most advantageous to the WFSMRG or MRGWB, price, and other factors considered. Unsuccessful offers will be notified promptly; and
5. In addition to price, other factors will be considered in making an award; and

6. Two or more responsible suppliers are willing and able to compete effectively for the award.

<u>Sealed Bids (through formal advertising)</u>

In Sealed Bids Method (formal advertising), sealed bids shall be publicly solicited and a firm-fixed-price contract (lump sum or unit price) shall be awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the Invitation for Bids (IFB), is lowest in price and is judged to be in the best interests of the region. To ensure reasonable competition, the Procurement Accountant within the FISCAL Department and the Division and/or the Department Director shall jointly develop specifications to be included in the Sealed Bid. The Procurement

Accountant shall incorporate the specifications within the Sealed Bid and publicly advertise the bid.

1. In order for the Sealed Bid Method to be feasible, the following minimum conditions must be present:

    a. A complete, adequate, and realistic written specification or purchase description is available.
    b. Two or more responsible bidders who are willing and able to compete effectively for the award.
    c. The procurement lends itself to a firm-fixed-price contract, and selection of the successful bidder can be made principally on the basis of price.

2. In formal sealed bid advertising for the procurement of goods and services, the following requirements shall apply:

    a. A sufficient time prior to the date set for opening of bids, bids shall be solicited from an adequate number of known suppliers. In addition, the invitation shall be publicly advertised.
    b. The Invitation for Sealed Bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation.
    c. All bids shall be opened publicly at the time and place stated in the Invitation for Bids;
    d. A firm-fixed-price contract award shall be made by written notice to the responsible bidder whose bid, conforming to the Invitation for Sealed Bids, is lowest and is judged to be in the best interest of the region. Where specified in the bidding documents, factors such as discounts, transportation costs and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience indicates that such discounts are generally taken advantage of.
    e. If the vendor is someone other than the actual manufacturer of the equipment, the responder may include a manufacturer's certification with the proposal.

<u>Noncompetitive Negotiation</u>

Noncompetitive negotiation is procurement through solicitation of a proposal from only one source, or after solicitation of a number of sources, competition is determined inadequate. Noncompetitive negotiation shall be used when the award of a contract is unfeasible under small purchase, invitation for bids or competitive negotiation procedures. The Division Director and/or Department Director shall be responsible initiating

noncompetitive negotiation procurement. In addition, the Executive Director, the Controller and Division/Department Director shall be involved to oversee the process of negotiation and to assure that other procurement methods were not circumvented.

Noncompetitive/sole source procurements shall require cost negotiation and a thorough cost/price analysis. In addition, the procurement file must document evidence that the values, which would have been achieved through competition, have been maintained. Circumstances under which a contract may be awarded by noncompetitive negotiation are limited to one or more of the following conditions:

1. The item is available only from a single source.
2. Public exigencies or emergency when the urgency for the requirement will not permit a delay resulting from competitive solicitation;
3. The awarding agency authorizes noncompetitive negotiation.
4. After solicitation of a number of sources, competition is determined inadequate.
5. Enrollment of individual participants in classroom training;
6. On-the-Job Training (OJT) Contracts, except OJT brokering contracts which shall be selected competitively; or
7. If the entity is a public educational institution and there is a cooperative alliance between the WFSMRG and one or more other entities.

If there is a cooperative alliance between the Board and one or more other entities to provide services to Workforce Development participants and each entity is providing their fair share of funds and/or in-kind contribution towards the mutual endeavor, a noncompetitive negotiated contract may be awarded.

All non-competitive or sole source procurements that will be conducted by the Contractor must receive prior written approval from the Agency. Requests for approval shall be submitted to the Agency's Contract Management Department using Form 6200. In the event of public emergency, prior permission is not required, but TWC must be notified within thirty days of contract execution. All circumstances of the noncompetitive procurement shall be documented in the procurement file.

WFSMRG will utilize TWC s appropriate Noncompetitive Procurement Certification form to certify adequate justification and documentation as described in Texas Workforce Commission s FMGC.

Procurement by noncompetitive proposals may be used when procuring customized training services or when the award of a contract is infeasible

under small purchase procedures, sealed bids or competitive proposals, and one of the following circumstances applies:

1. Available from only a single training provider or group of training providers within one specific industry, or specific geographical area, or
2. Provided through a non-financial agreement, or
3. Designed in such a way as to not allow competition, i.e., the cost of the program is pre-established by the MRGWB and is not a factor in selection of providers, the services may only be feasibly provided in a particular environment, or as directed by state/federal agency guidelines and requirements to meet grant applications, or
4. Multiple contracts are awarded on a pro-rata basis to all institutions that have the desired capability, demonstrated performance, and wish to participate in the particular program.

Interlocal Purchasing Agreements

Contractors are encouraged to enter into state and local intergovernmental agreements for which they are eligible. The Texas Building and Procurement Commission (TBPC) and the Department of Information Resources (DIR) extend purchasing services to entities other than state agencies. Entities eligible for these programs are:

For the TBPC Cooperative (Co-op) Purchasing Program:

- local governments as defined by Texas Government Code §791.003 and Texas Local Government Code §271.081 (including Boards)
- mental health and mental retardation community centers that receive state grants-in-aid under Subchapter B, Chapter 534, Health and Safety Code
- assistance organizations as defined by Texas Government Code §2175.001 (including Boards)
- For the DIR GoDIRect Program:
- state agencies as defined by Texas Government Code §2251.001
- public institutions of higher education as defined by Texas Education Code §61.003
- public school districts
- local governments and political subdivisions as defined by Texas Government Code §791.003 (interpreted by the Commission to include Boards)

These programs, as well as other services offered by these two state agencies are described below.

TBPC Co-op.

Goods and services purchased through the TBPC Co-op have been procured through sealed bids or competitive proposals and are made available to Co-op members through state term contracts without requirements to conduct any additional procurement activities. Membership is available to eligible entities that apply for membership and pay an annual subscription fee. Documentation must include identification of the state term contract number under which a good or service is purchased, the requisition, and the purchase order.

TBPC Catalog Information Systems Vendor (CISV) Purchasing Program. Automated information systems products and services available through the CISV Purchasing Program have not been competitively procured and may not be purchased prior to procuring the goods or services in accordance with the requirements of this chapter. Procurement documentation must be maintained in accordance with this chapter. There is no membership fee to participate in the program.

Note: When the Agency establishes a contract to purchase goods or services from a vendor that participates in the CISV Purchasing Program, the contract includes a standard condition requesting the Agency's contractors to offer the same terms and conditions to its agents (such as Boards) that it offers to the Agency. Documentation for goods or services purchased under these contracts must include the Agency's contract number, the requisition, and the purchase order.

TBPC Centralized Master Bidders List (CMBL). Goods and services available through the CMBL have not been competitively procured and may not be purchased prior to procuring the goods or services in accordance with the requirements of this chapter. Procurement documentation must be maintained in accordance with this chapter. There are no membership requirements to access/search the CMBL at: http://www.tbpc.state.tx.us/cmbl/cmblhub.html. Contractors may use the TBPC CMBL as a supplement to their own bidders lists.

DIR GoDIRect Program. Goods and services purchased through the GoDIRect program have been procured through sealed bids or competitive proposals and are made available through state term contracts without requirements to conduct any additional procurement activities. Participation is limited to the eligible entities. There is no membership fee to participate in the program. Documentation must include identification of the state term contract number under which a good or service is purchased, the requisition, and purchase order.

BuyBoard Purchasing Cooperative. Goods and services purchased through the BuyBoard Purchasing Cooperative program have been procured through

sealed bids or competitive proposals and are made available through state term contracts without requirements to conduct any additional procurement activities. There is no membership fee to participate in the program. Documentation must include identification of the state term contract number under which a good or service is purchased, the requisition, and purchase order.

Texas SmartBuy. Goods and services purchased through the Texas SmartBuy Cooperative program have been procured though sealed bids or competitive proposals and are made available through state-term contracts without requirements to conduct any additional procurement activities. Membership is available to eligible entities that apply for membership and pay an annual subscription fee. Documentation must include identification of the state term contract number under which a good or service is purchased, the requisition, and the purchase order.

AHI Enterprises LLC Goods and services acquired directly from this vendor, outside of a cooperative program, have been obtained through sealed bids or competitive proposals. These items are now accessible through state-term contracts, eliminating the need for any additional procurement processes. There is no membership fee to participate in the program. Documentation must include identification of the state term contract number under which a good or service is purchased, the requisition, and the purchase order.

Special Procurement Considerations

Professional Consultants shall be procured utilizing any of the procurement methods stipulated within this policy manual depending on the dollar value thresholds. However, for a contract to be referred to as a consultant contract, it must adhere to provisions of Article 6252-11, Vernon s Texas Civil Statutes. These types of contracts shall serve to provide services relative to the studying of an existing operation or project of the agency and advising the agency with regard to the operation of the project.

Selection and Award Procedures

All methods for procurement of goods or services shall incorporate a selection and award process. This process shall be well planned in advance of the receipt of quotations, bids or proposals. At a minimum each procurement process shall incorporate projected dates when the award is to be made; staff and/or board members to be involved in the selection and award process; a cost/price analysis; scoring criteria to be utilized; procedures to be utilized in the procurement evaluation process.

Relatively small procurements shall incorporate simple, yet reasonable selection and award procedures primarily based on cost reasonableness and the ability of the offeror to provide the goods and/or services. Procurement

involving the release of an RFP shall incorporate more complex selection and award procedures. These procedures shall involve technical evaluations that may include, but are not be limited to, the following:

- Quality of goods/services to be offered;
- Cost proposed for the goods/services (amount and reasonableness);
- Technical innovations;
- Administrative capability of the offeror;
- Compatibility of the good/services with others currently in place;
- Demonstrated previous experience of the offeror to provide the same or similar goods/services to other entities;
- Review and assessment of monitoring reports, goal achievements and program outcomes. (To be used with previous sub recipient)

All technical evaluations shall involve rating and/or scoring sheets to be filled out, signed and dated independently by each person involved in the review team. A matrix of ratings (Exhibit H in this manual) shall be incorporated in all technical evaluations and included in the procurement file.

Contract Administration

Review of Subcontracts for Federal and State Compliance

A subcontract must pass review of the Controller and the Deputy Executive Director of Administration to ensure it contains the following:

1. Clear and unambiguous goals and obligations.
2. Accessibility of records to Department of Labor, Texas Workforce Commission and the Board.
3. Compliance with the record retention requirements.
4. Compliance with all TWC requirements, regulations and other applicable laws.
5. Use of TWC complaint procedures to resolve complaints.
6. Internal program management procedures to prevent misuse of TWC funds or a violation of the Act or related regulations.
7. Conflict of interest prohibition.
8. Sectarian activity prohibition.
9. Political/lobbying activity prohibition.
10. Discrimination prohibition.

Subcontract Assessment Procedure

Each subcontract shall have a statement of assessment procedures attached to it for review by the Department Director for which the service is performed.

Pre-qualification of Bidders

Pre-qualification of bidders shall be conducted as needed to assure that each organization being considered for funding meets all federal/state/local requirements for the provision of TWC-funded employment and training or other program services. A monitoring report, not more than two (2) years old, will be utilized for existing sub-contractors.

The process for a pre-qualification of a bidder shall include the following:

1. Review and confirmation of the organization's practices with respect to the documentation and certifications submitted as part of the response to the Request for Proposal.
2. Review of internal monitoring procedures of the organization;
3. Review of internal controls and accounting practices used by the organization in administering funds;
4. Review of overall procedures and practices of the organization in meeting requirements of applicable regulations;
5. Review of the organization's ability to successfully perform services defined in the proposal submitted; and,
6. Assessment of the organization's practices with respect to meeting the conditions of the agreement to be awarded.

TX-RAMP Eligibility and Requirements

- TX-RAMP requirements apply to state agencies, institutions of higher education, and public community colleges. (Texas Government Code 2054.003(13))
- Agencies need to comply with the statutory requirements of contracting for cloud services with appropriate certification.
- Cloud providers need to demonstrate compliance with the security criteria to receive and maintain a certification for a cloud computing service.
- Use this simple flowchart to help you identify if TX-RAMP is in scope for you.

EFFECTIVE DATE:
April 1, 2025

RECISSIONS:
None

INQUIRIES:
If you have any questions regarding this policy, please contact marcos.gonzales@wfsmrg.org or 830-486-7501

POLICY LETTER

ID NO:FISC002 Chg 2 **DATE ISSUED: 04/08/2025**

TO: **Workforce Solutions Middle Rio Grande Contractors**

FROM: **Rosie Lozano Executive Director**

SUBJECT: **Workforce Solutions Financial Monitoring Policy**

PURPOSE:
The Board staff will monitor and evaluate operational and financial compliance on a periodic basis. Board will also contract services for an annual fiscal review. The results will be used to ensure the system operates effectively to achieve the Board's stated results and to safeguard the expenditure of public funds. Results of the monitoring will be presented to the Workforce Board.

REFERENCES:
Texas Workforce Commission, Financial Manual for Grants and Contracts, August 31, 2020(FMGC), or as amended
WFSMRGB and CEO Partnership Agreement, amended July 2, 2001
WFSMRGB, CEO, and MRGC Memorandum of Understanding, October 16, 1998.
WFSMRG Personnel Policy and Procedures
WFSMRG Approved Cos Allocation and Indirect Plan
AICPA Audit Guide, Government Auditing Standards and Circular A-133 Audits

POLICY:

PURPOSE

The purpose of this review is to monitor, evaluate and oversee the contracts for compliance with Federal and State legislation, rules, regulations and the local plan for all Workforce and Child Care funds. The Board staff will sample, starting with a minimum of 25 samples and will increase the sample depending on the level of risk assessment to assure adequate controls exist.

The Board schedule of review will be at a minimum bimonthly, but they could also be done at any time for monitoring efforts to be effective in identifying problem areas before they become liabilities.

To the extent possible Board staff will not replicate nor review attributes or areas reviewed by the External Financial Contractor, nor will it replicate accounting detail maintained in the general ledger of the Fiscal Agent. All reports will be presented at the WFSMRG Finance Committee and at the Board of Directors meeting. Detailed Reports will be maintained and available for Sub-Recipient Monitoring.

The purpose of the Board Fiscal monitoring is to evaluate the control and inherent risk in the following attributes:

- General Risk Items to Include TWC Rule 801.54 Fiscal Integrity Indicators
- Funding Level(s)
- Subcontracting of Board funds
- Prior and Current Period Financial and Procurement Reviews
- Cost Allocation and Indirect Cost Plans and Systems
- Asset Inventory and Insurance
- Disallowed Cost Repayment Resources Availability
- Stand-in Costs Potential
- Three-year Audit and Financial Monitoring Observations and Finding Experience
- Entity Organizational Structure and its Impact on Relative Risk
- Policies and Procedures
- Personnel Insurance and Bonding
- Budget Development and Maintenance
- Cash Management
- Accounting Systems and Financial Position as Determined from Entity Financial Statements
- Adherence to Applicable Generally Accepted Accounting Principles (GAAP)
- Other Risk Elements Determined in Concert with the Board

TYPES OF REVIEWS

The Board Fiscal monitoring has two methods: Independent Annual Fiscal Review (annual) and Board Monitoring Reviews (bi-monthly). Each review will have a detailed comprehensive written report that will be submitted to the Board detailing the results of each financial monitoring review.

Independent Annual Fiscal Review:

The WFSMRG Board will procure an external contractor through the Statement of Qualifications method process and issue a multi-year agreement with an experienced CPA firm in government accounting procedures. Proposals will be reviewed and analyzed by the Workforce Board staff and references will be checked. Contractor selected will be submitted to the Board for approval to conduct at a minimum the following functions:

- Pre-award/financial integrity reviews as needed
- Annual comprehensive fiscal monitoring of all Workforce Board subcontracts
- Billing reviews of the major subcontracts
- Special reviews deemed necessary by Workforce Board staff.

The Independent Annual Fiscal Review is done to ensure the internal control structure and systems of each service provider and contractor is following applicable laws, regulations, WFSMRG policies, General Accepted Accounting Principles, Texas Workforce Commission Financial Manual, and the service provider's own policies and procedures:

- A review by the external Financial Monitoring Contractor to involve a selected number of records to compare Service Providers Billing Invoices submitted and paid by the Board

- A review of on-site documents substantiating the Service Provider's Billing Invoices such as staff, participant time and attendance sheets, etc. and

- A review of the documentation of the following:

a. Procurement activities
b. Bank Reconciliations
c. Reporting and tracking financial activities.

Board staff financial monitoring:

Board Fiscal Monitoring will consist of:

- Formal Monitoring Review
- Follow up Monitoring Review

Formal Monitoring Review: Formal monitoring reviews of Fiscal Agent will occur on a bi-monthly basis. They could also be done at any time for monitoring efforts to be effective in identifying problem areas before they become liabilities.

Follow-up Monitoring Review: Follow-up reviews may be conducted as necessary to ensure that adequate corrective action has occurred to resolve reported Findings/Observations, and that technical assistance is provided as needed. The sample size for follow-up monitoring will be sufficient to provide a representative assurance of the overall population served.

Board Monitoring Process:

- WFSMRG may elect to adjust the monitoring process as needed to ensure that resources are used efficiently and effectively.
- All concerns identified during a monitoring visit will be classified as either a Finding or Observation. Depending on the frequency or severity, repeat Observations could lead to a finding in subsequent monitoring reports; therefore, Fiscal Agent is encouraged to respond to Observations.
- A summary report will be provided with recommendations and program quality enhancements.
- Monitoring instruments and forms will be standardized for use in the monitoring of all workforce and child care programs.
- Documentation on all Findings/Observations identified in the monitoring reviews, including work papers and correspondence resulting from the review will become part of the monitoring file.
- Policies will be provided to the Contractor upon approval from the Board of Directors. The Contractor will have 5 days to provide the Executive Director of the Board a draft of the procedures to correlate with the policy. The Board will have 5 days to review procedure and deny/accept procedure. All procedures must meet Boards approval. After approval, the Contractor will have 3 days to distribute procedures with instructions/clarification to staff. Documentation must be retained

The Board will test the following attributes for all Workforce and Child Care funds using the monitoring tool:

<u>Payroll</u>

- Payroll Internal Controls
- Written Payroll Policies and Procedures
- Time Tracking and Recording Procedures
- Compliance with Federal and State Payroll Tax Regulations (Tax Deposits and Filings)-941 Reports
- Personnel Action Forms/Job Descriptions and I-9
- Treatment of Accrued Vacation, Sick and Other Leave Accruals
- Evaluation of the Allowability of Benefits, deductions and their Computation
- Contract Compliance

- Payroll Transaction Testing (timesheet, pay stub, allocation)
- Travel allocation

Client Payroll
- Payroll Internal Controls
- Written Payroll Policies and Procedures
- Time Tracking and Recording Procedures
- Compliance with Federal and State Payroll Tax Regulations (Tax Deposits and Filings)-941 Reports
- Evaluation of the Allowability of Benefits, deductions and their Computation
- Contract Compliance
- Payroll Transaction Testing (timesheet, pay stub, allocation)
- Workstation information and Work Experience agreement

Cost Allocation and Indirect Costs
- Written Cost Allocation Plan and/or Indirect Rate Proposal
- Verification of Provisional and Final Indirect Rates
- Compliance with the applicable Federal Circulars, the TWC FMGC, and the Governor's Office Uniform Grants Management Standards (UGMS)
- Cost Classification Compliance
- Cost Category Limitation Compliance
- A-133 Audit (or other required audit) Scope and Applicability
- Case Load Report
- Allocation Report

Cash Management - CDER
- Cash Forecasting
- Analysis of Cash Draw Downs
- Monthly MIP and CDER reports
- Cash Management-Subcontractor Level
- Bank Reconciliations
- Collateral Agreements and Bonding

Disbursement and Transaction Testing
- Disbursement Controls
- Policies and Procedures Governing Disbursements
- Encumbrances, Accruals and Obligations
- Cost Category Limitation Compliance
- Disbursement Tracking and Timing
- Financial Reporting; Accruals, Obligations
- Claims Processing
- Budget vs. Expenditures
- Staff Travel
- Stand-in Cost Tracking and Reporting

- Match Tracking and Reporting
- Child Care Local Initiative Projects
- Child Care Forecasting Profile
- Average number of units of Service Child Care
- Child Care Provider Rate (In the Child Care Automation System)
- Child Care Provider Payments, including Absentee Payments
- Clearance Pattern of Child Care Line-Item Rejections
- Transaction Testing

Fiscal Integrity Evaluation Areas

- Current Period Financial Reserves
- Current Period Ability to Repay Disallowed Costs

Procurement

- Evaluation of Procurement Controls
- Written Procurement Policies and Procedures
- Conflict of Interest
- Evaluation of Procurement File Maintenance
- Procurement Transaction Testing
- Review of Procurements of the following types where applicable:
  Micro purchases
  Small Purchases — Sealed Bid
  Non-competitive Negotiation — Request for Proposal
  Professional Services Contracts — Consultant Contracts
  Audit Procurement
- Cost/Price Analysis
- Certified Training Provider System

Inventory and Property Maintenance

- Annual Property Inventory
- Random Property Inventory

Risk Assessment

An annual Risk Assessment will be conducted to identify the risk the Fiscal Department has to the Board.

Corrective Action

Corrective action for results of monitoring:

Written responses to the Board Fiscal Monitoring reports will be required within 10 days of the issuance of the report.

First time finding is identified – The Board staff will address any discrepancies to the Fiscal Agent. The Fiscal Agent will follow up and correct discrepancies within ten business days.

Repeat finding from previous monitoring - the Board will have a one-on-one training with the Fiscal Agent to determine the weaknesses in quality reviews.

If the repetitive findings continue, the Board staff will present the report to the Board of Directors with a recommendation that the Contractor be put on a probationary period, with conditions to be set by the Board of Directors.

If disallowed costs are determined because of the evaluation, immediate action will be taken to recover such costs from contractor funds.

EFFECTIVE DATE:
04/01/2025

RECISSIONS:
FISC002 Chg1

INQUIRIES:
If you have questions regarding this policy, please contact rosalind.lozano@wfsmrg.org

Workforce Solutions Middle Rio Grande Board

Finance and Audit

April 9, 2025

Action Item

Financial & Data Analyst Monitoring and Oversight

PURPOSE

Provide the Board with Monitoring and Oversight of the Fiscal Entity.

DISCUSSION

Financial and Data Analysts approve all Cash Draws and Expenses for each grant. We have been meeting for the Internal Expenditure Reports for completeness and accuracy before the 20th of each month with the Fiscal Entity and the Executive Board Staff.

Bank Reconciliation
Date of Scope: December 2024 & January 2025
Sample Size: 2 files
Error Rate: 0%

Reviewed the Consolidated bank account, Bank statements, and reconciliations for the accounts were made promptly.

General Ledger and Cash Disbursements
Date of Scope: December 2024 & January 2025
Sample Size: 8 files
Error Rate: 0%

The sample funds for December 2024 were the WIOA fund groups, and the January 2025 funds were the Child Care funds. All funds are balanced to the General Ledger and CEDR and have been reviewed and completed following board policy.

Incentive Cards
Date of Scope: March 2025
Sample Size: 2 Centers
Error Rate: 0%

The sample was done on March 20th in the Workforce Center in Carrizo Springs. A physical count of fifteen (15) cards was done on-site. The

balance spreadsheet and physical count matched. A physical count was done on-site at the Uvalde Workforce Center of fourteen (14) cards on March 24th. The balance spreadsheet and physical count matched.

Personnel Action Forms & Organizational Chart review
Date of Scope: March 2025
Sample Size: 43 Staff
Error Rate: 26%

As per FIS003, the fiscal policy the board shall review all PAFs against the Organizational Chart of the contractor. The monitoring of the PAFs against the Organizational Chart found several unsigned PAFs and an error rate of 26%. All employees were accounted for on the Organizational Chart and PAFs.

Child Care Provider Monitor
Date of Scope: January 2025
Sample Size: 44 Centers
Error Rate: 33%

The Board's Financial and Data Analyst did a Child Care Provider monitoring to review the signed contract and provider files for January 2025. The providers' files had an error rate of 33%. All the files that were provided had all forms, but they were signed after the contract start date causing the error rate.

CORRECTIVE ACTION

Fiscal Monitoring: Human Resources needs to have all Personnel Action Forms signed and dated at the time the PAF is introduced, changed, or updated.

Child Care Provider Monitoring: Mandatory one on one training by the Contractor with Provider Specialist. Documentation must be submitted to the Board with an agenda, sign-in and date of training.

BOARD RECOMMENDATION

To Approve Financial & Data Analyst Monitoring and Oversight of the Fiscal Entity.

Workforce Solutions Middle Rio Grande Board

Child Care Committee

April 10, 2025

Action Item

Child Care Quality Expenses

PURPOSE

Provide an update on Child Care Quality expenditures.

DISCUSSION

- $75,125.00 for CDA Scholarships supporting 25 participants in meeting Texas Rising Star staff qualification standards.

- $10,905.20 for Multicultural Kits aiding 20 child care programs in meeting Texas Rising Star requirements.

ACTION: Recommend approval of these expenditures to support programs in achieving Texas Rising Star standards.

BCY25 CHILD CARE PERFORMANCE MEASURES:

Performance

Timeframe	# of Units	BCY25 Target	% Attainment	Status
Year to Date (YTD) Average Kids Per Day (10/01/24 - 09/30/25)	1372	1383	99%	M

MONTH/YEAR	YTD Goal	Actual YTD Units	Percent of Goal	Monthly Expenditures
October 2024	1,383	1,442	104%	$ 840,982
November 2024	1,383	1,414	102%	$ 743,711
December 2024	1,383	1,372	99%	$ 755,883
January 2025	1,383		0%	$ 819,650
February 2025	1,383		0%	$ 733,166
March 2025	1,383		0%	$ 718,876
April 2025	1,383		0%	$ -
May 2025	1,383		0%	$ -
June 2025	1,383		0%	$ -
July 2025	1,383		0%	$ -
August 2025	1,383		0%	$ -
September 2025	1,383		0%	$ -
October 2025	1,383		0%	$ -

Units & Expenditure by County - Month of March 2025	Units	Expenditures
Dimmit	1276	$32,346
La Salle	188	$3,458
Maverick	12,147	$305,129
Real	0	$ -
Uvalde	2678	$65,430
Val Verde	10,008	$256,499
Zavala	1510	$36,525
Edwards	0	$ -
Kinney	0	$ -

Note includes all children enrolled under Child Care Funding & Child Care Protective Services

Child Care Centers As of December 31, 2024	TRS Child Care Centers	Child Care Centers waiting assessment	Entry Level Child Care Centers	Child Care Centers with licensing deficiencies
42	18	12	11	1

Programs by County	Providers	TRS
Dimmit	3	3
La Salle	1	1
Maverick	15	5
Real	1	0
Uvalde	7	5
Val Verde	12	3
Zavala	3	1
Edwards	0	0
Kinney	0	0

43%

TRS Expenditures

January 2025 - March 2025 expenditures for Child Care Quality is $14,750. Expenditures are for professional development training

Purchases will continue as the Texas Rising Star Mentors continue to assess to see what classroom materials are needed in order for programs to meet the Texas Rising Star Criteria.

Child Care Advisory Committee

The next Child Care Advisory Committee meeting will occur April 17, 2025

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

April 10, 2025

Action Item

Workforce Programs Board Monitoring Report for SNAP for December 2024 and January 2025

PURPOSE

Provide an update on all Workforce Programs Monitoring and Oversight.

DISCUSSION

The following is the report for December 2024 and January 2025 SNAP Monitoring:

SNAP Performance Review Summary					
Date of Scope:	**December 2024 & January 2025**				
Attribute	**Total # of files reviewed**				**9**
Eligibility	Error Rate	Yes	No	N/A	Total Y+N
Establish initial monthly eligibility in timely manner and uploaded in WIT	44.44%	5	4	0	9
Outreach done timely and letter contains all pertinent information. Effective 10/1/2024 **only** have to outreach HHSC mailing address	0.00%	7	0	2	7
Assessment	Error Rate	Yes	No	N/A	Total Y+N
Assessment initial/reassessment documented in case notes including TABE, WIT, Notification of Discrimination, Rights to Appeal and uploaded in WIT	0.00%	7	0	2	7
Assessment of Good Cause, entered in Case notes and WIT Timely	66.67%	1	1	6	2
Was follow-up done while Good Caused? Was it documented on case notes	0.00%	1	0	8	1
Support Services	Error Rate	Yes	No	N/A	Total Y+N
Support Services requested/updated documented & reconciled correctly and entered in WIT, transportation, child care, incentives, etc. All information uploaded in WIT	0.00%	4	0	5	4

WIT Data Entry	Error Rate	Yes	No	N/A	Total Y+N
Case notes are detailed and updated, including WIT and TIERS eligibility, Reason for Reconsideration (1817 with employment information), Date of Non Compliance and reflect 2 way communication entered within 7 days	55.56%	4	5	0	9
Was Reconsideration entered in the Good Cause tab	50.00%	3	3	3	6
Did Program Detail remain open while Good Caused (Reconsideration)	60.00%	2	3	4	5
Non Compliance	Error Rate	Yes	No	N/A	Total Y+N
Penalty Initiated Appropriately	50.00%	1	1	7	2
Initiation of penalty done timely	50.00%	1	1	7	2
Employment Plan	Error Rate	Yes	No	N/A	Total Y+N
Employment Plan is complete with signature, allowable activity, correct/detailed required hrs of participation and when doc is due	11.11%	8	1	0	9
ABAWD enrolled in 4 weeks of Job Search	0.00%	8	0	1	8
Notification	Error Rate	Yes	No	N/A	Total Y+N
H1822 completed, submitted to HHSC timely, uploaded in WIT and documented in Case notes	14.29%	6	1	2	7
Form H1817 for Reconsideration completed, justification for request (employment entered on form) and submitted to HHSC appropriately and uploaded in WIT (was PD closed?)	20.00%	4	1	4	5
1816 reconsideration request recorded in WIT Good Cause tab , uploaded in WIT and Case notes	0.00%	0	0	9	0
Participation	Error Rate	Yes	No	N/A	Total Y+N
All participation hours including Work Activities in WIT are supported with documentation and uploaded in WIT	0.00%	5	0	4	5

Findings:

Eligibility: WIT and Tiers eligibility were not verified timely

B-*105 Monthly SNAP eligibility verification - Boards must ensure that Workforce Solutions Office staff documents the date of eligibility verification in WorkInTexas.com*

B-403: SNAP eligibility verification documentation - Boards must ensure that Workforce Office Staff verifies SNAP eligibility for all SNAP recipients.

Assessment: Good Cause not entered in WIT or documented

A-301: Good Cause - Boards must ensure that Workforce Solutions Office staff notes the penalty reason, such as failed to respond to outreach or failed to participant, and document in WOrkInTexas.com the noncooperation date, the good cause reason, decision date, and end date. All good cause recipient communication and case actins must be documented in WorkInTexas.com

B-404: SNAP E&T Good Cause actions in WorkInTexas.com - Boards must ensure that Workforces Solutions Office staff enters the good cause action into WorkInTexas.com

WIT Data Entry: No WIT eligibility documented

B-105: Monthly SNAP eligibility verification – Boards must ensure that Workforce Solutions Office staff documents the date of eligibility verification in WorkInTexas.com, Job retention were not offered at the time of reconsideration

Good cause was not documented in case notes

A-301: Good Cause - Boards must ensure that Workforce Solutions Office staff notes the penalty reason, such as failed to respond to outreach or failed to participant, and document in WOrkInTexas.com the noncooperation date, the good cause reason, decision date, and end date. All good cause recipient communication and case actions must be documented in WorkInTexas.com

Program Detail was closed while Good Caused

B-404: SNAP E&T Good cause actions in WorkInTexas.com - Boards must ensure that Workforce Solutions Office staff does not close the SNAP E&T application while the SNAP recipient is in good cause status.

No detailed case notes

B-306.c Monitoring participation-Documentation-Boards must ensure that Workforce Solutions Office staff enters comprehensive information into WorkInTexas.com within one week of the service provisions or contact.

Non-compliance: Good cause needs to be monitored monthly, No date on H1822

A-303: Workforce Solutions Office Staff Responsibility-Boards must ensure that HHSC-approved good cause: is monitored at least monthly and results are shared with HHSC if there is a change in the circumstances surrounding the good cause exception

A-203.a: Form H1822 Work Requirement verification -Boards must ensure that Workforce Solutions Office staff-enters into WorkInTexas.com a statement that Form H1822 was sent to HHSC, including the date Form H1822 was sent to HHSC

Employment Plan: IEP did not state when job search logs needed to be turned in

B-108.a: Case managed job search –case managed job search is a supervised SNAP E&T activity that provides a direct link to employment opportunities and requires Workforce Solutions staff to-make weekly contact with SNAP E&T participants in the Workforce Solutions Office.

Notification: Penalty was not initiated appropriately, Penalty was not initiated at the time it was needed, Penalty was not entered timely

B-113 Noncooperation with SNAP E&T requirements-Boards must ensure that by close of business on the fourth calendar day from the date of the missed appointment or participation.

Corrective Action:

Assessment, WIT Data Entry, Employment Plan and Notifications are repeat findings: The Board will have a one-on-one training with the Contractor's Quality Assurance team to determine the weaknesses in quality reviews.

Board Recommendation:

Documentation of Corrective Action needs to be provided to the Board 10 days after the Board meeting. Eligibility, Assessment, Notification and WIT Data Entry are areas in most need of re-training for staff.

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

April 10, 2025

Action Item

Workforce Programs Board Monitoring Reports for Choices for December 2024 & January 2025

PURPOSE

Provide an update on all Workforce Programs Monitoring and Oversight.

DISCUSSION

The following is the report for December 2024 & January 2025 Choices Monitoring:

Choices Performance Review Summary					
Date of Scope:	**December 2024 and January 2025**				
Attribute	**Total # of files reviewed**				**8**
Eligibility	Error Rate	Yes	No	N/A	Total Y+N
Establish initial monthly eligibility in timely manner and uploaded in WIT	0.00%	7	0	1	7
Outreach done timely and letter contains all pertinent information	0.00%	3	0	5	3
Did outreach include phone calls and home visits? Was it documented?	0.00%	0	0	8	0
Assessment	Error Rate	Yes	No	N/A	Total Y+N
Assessment initial/reassessment documented in counselor notes including TABE, WIT, Notification of Discrimination, Rights to Appeal uploaded in WIT	0.00%	2	0	6	2
Assessment of Good Cause, entered in Cnotes and WIT timely	0.00%	1	0	7	1
Support Services	Error Rate	Yes	No	N/A	Total Y+N
Support Services requested/updated documented & reconciled correctly and entered/uploaded in WIT, transportation, child care, incentives, etc.	0.00%	2	0	6	2

TWIST Data Entry	Error Rate	Yes	No	N/A	Total Y+N
Cnotes are detailed and updated within 7 days, including WIT and TIERS eligibility, Date of Non-Compliance and reflect 2 way communication	14.29%	6	1	1	7
Non Compliance	Error Rate	Yes	No	N/A	Total Y+N
Penalty Initiated Appropriately	0.00%	6	0	2	6
Timely and Reasonable Attempt made and documented	0.00%	6	0	2	6
Sanctions entered in a timely manner	0.00%	6	0	2	6
Employment Plan	Error Rate	Yes	No	N/A	Total Y+N
Employment Plan consistent with Work 1st approach and has correct/detailed required hours of participation	0.00%	3	0	5	3
Family Work Requirement is signed, completed and uploaded in WIT with how the required of participation will be distributed	0.00%	0	0	8	0
Notification	Error Rate	Yes	No	N/A	Total Y+N
Provide HHSC employment information timely and uploaded in WIT	0.00%	2	0	6	2
Participation	Error Rate	Yes	No	N/A	Total Y+N
All participation hours including Work Activities in WIT are supported with documentation and uploaded in WIT	0.00%	3	0	5	3

Findings:

WIT Data Entry: More than 7 days of communication

B-200: Case Management

It is recommended that Boards require Workforce Solutions Office staff to have weekly contact with Choices participants

Corrective Action:

WIT Data Entry is a repeat finding: The Board will have a one-on-one training with the Contractor's Quality Assurance team to determine the weaknesses in quality reviews.

Board Recommendation:

Documentation of Corrective Action needs to be provided to the Board 10 days after the Board meeting. WIT Data Entry is one of the areas that is in most need of re-training for staff.

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

Action Item

April 10, 2025

Workforce Programs Board WIOA Monitoring Reports for December 2024 and January 2025

PURPOSE

Provide an update on all Workforce Programs Monitoring and Oversight.

DISCUSSION

The following is the WIOA Monitoring report for: December 2024 & January 2025

WIOA Performance Review Summary					
Date of Scope:	**December 2024 and January 2025**				
Attribute	**Total # of files reviewed**				**13**
Eligibility	Error Rate	Yes	No	N/A	Total Y+N
Client Eligible for WIOA (tested as a single element with income, barriers, lay off notice, etc.)	0.00%	11	0	2	11
Verification of Age, Residency, Social Security number uploaded in WIT	0.00%	11	0	2	11
Authorization to work in US uploaded in WIT	0.00%	11	0	2	11
Selective Services uploaded in WIT	0.00%	6	0	7	6
Assessment	Error Rate	Yes	No	N/A	Total Y+N
Assessment/reassessment documented in counselor notes including TABE, WIT, Employability Development Plan and 203 Comprehensive Objective Assessment is done	18.18%	9	2	2	11
Notification of Equal Opportunity and Rights to Appeal signed and dated uploaded in WIT	9.09%	10	1	2	11
Support Services	Error Rate	Yes	No	N/A	Total Y+N
Support Services requested/updated documented & reconciled correctly and entered in WIT, transportation, child care, post employment services, incentives, etc.	0.00%	0	0	12	0

WIT Data Entry	Error Rate	Yes	No	N/A	Total Y+N
Cnotes are detailed and updated and reflect 2 way communication and are entered within 7 days	30.77%	9	4	0	13
Employment Plan	Error Rate	Yes	No	N/A	Total Y+N
Employment Plan is signed and up to date with activities/services that client is enrolled in	0.00%	13	0	0	13
Financial	Error Rate	Yes	No	N/A	Total Y+N
ITA/LON information uploaded in WIT	0.00%	10	0	3	10
Internship or Employment Experience Agreement and WorkStation form uploaded in WIT	0.00%	1	0	12	1
Participation	Error Rate	Yes	No	N/A	Total Y+N
Participation hours are completed correctly and uploaded in WIT	30.77%	3	1	9	4
Performance outcome is documented in WIT correctly with proper back up documentation	0.00%	0	0	13	0
Employment outcome is documented in WIT correctly with proper back up documentation	0.00%	0	0	13	0

Findings:

Data Entry: More than 30 days of communication for December and January. No case note regarding time and attendance.

WD Letter 6-13, change 1 – Boards must ensure that Workforce solutions Office staff is in direct, two-way contact with participants at least monthly. For this purpose, the following applies: Monthly means during each calendar month, with no more than approximately 30 days between contacts. Direct, two way contact requires communication between the parties involved, for example in person, videoconferencing, email, text, phone call, or fax

Assessment: WIT registration was not noted in case notes and Orientation to complaint form was not uploaded into WIT

Basic Career Services-Basic career services must be made available and, at a minimum, must include the following services, as consistent with allowable program activities and federal cost principles: Outreach, intake (including worker profiling), and orientation to information and other services available through the Texas workforce system

Participation: Time attendance was not uploaded into WIT

Individualized Career Services: An assessment is the first service to be provided as the information that is collected through the process is used to develop and individual employment plan (IEP), which describes employment goals, appropriate achievement objectives, and the combination of services in which an individual must complete to achieve such goals.

Corrective Action:

Participation is a 2nd finding: The Board will have one-on-one training with the Contractor's Quality Assurance team to determine the weaknesses in quality reviews.

Board Recommendation:

Documentation of Corrective Action needs to be provided to the Board 10 days after the Board meeting. WIT Data Entry, Assessment, Participation are the areas that are in most need of re-training for staff.

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

April 10, 2025

Action Item

Childcare Program Board Monitoring Reports for December 2024 and January 2025

PURPOSE

Provide an update on Childcare Program Monitoring and Oversight.

DISCUSSION

The following is the report for Childcare Monitoring for December 2024 and January 2025:

Child Care Performance Review Summary					
Scope of Review	**December 2024 & January 2025**				
Attribute	**Total # of files reviewed**				**9**
Eligibility	Error Rate	Yes	No	N/A	Total Y+N
Documentation to determine residency	0.00%	9	0	0	9
Documentation to determine age and citizenship	0.00%	9	0	0	9
Client meets participation criteria (25/50) work or education	0.00%	9	0	0	9
Full, Part, Blended care authorized on 2450 based on work/training status documented correctly	0.00%	9	0	0	9
Proper documentation for all income sources verified, calculated and recorded correctly	11.11%	8	1	0	9
information for placement/renewal date is date stamped and entered into system within the 5 days. If not reason is documented on cnotes	11.11%	8	1	0	9
Household composition documented correctly (2050, 2510)	11.11%	8	1	0	9
Was the DFPS authorization for child care entered within the 3 days into TWIST	0.00%	0	0	9	0
Was the DFPS eligibility start date correct? End date?	0.00%	0	0	9	0

Was the information from the DFPS form 2054 date stamped and entered accurately into TWIST?	0.00%	0	0	9	0
Homeless: documentation to establish homelessness (residency information form)	0.00%	0	0	9	0
Referral/Parent Fee	Error Rate	Yes	No	N/A	Total Y+N
Was parent fee assessed correctly	0.00%	9	0	0	9
Subsidy Amount recorded equals amount authorized	0.00%	0	0	9	0
File Maintenance	Error Rate	Yes	No	N/A	Total Y+N
2450 or 2450A correct	0.00%	9	0	0	9
Pre/Re-application in file with million $ question completed	0.00%	9	0	0	9
Parent Agreement to report Child Care Attendance	0.00%	9	0	0	9
Parents Right to Appeal	0.00%	9	0	0	9
Customer Awareness Form	0.00%	9	0	0	9
Documentation of disability screening	11.11%	8	1	0	9
Orientation to Complain form	0.00%	9	0	0	9
Counselor notes entered in TWIST timely and with pertinent information	22.22%	7	2	0	9
Notification	Error Rate	Yes	No	N/A	Total Y+N
Notification letter sent of child Care Services Eligibility (20 days) with correct information	0.00%	9	0	0	9
Notification of re determination sent timely with 2052/1071	0.00%	6	0	3	6

Findings

Eligibility: Incorrect family size

D-105.a: Family and Household Dependents – A "household dependent" is an individual living in the household who is one of the following: a child or other minor living in the household who is the responsibility of the parent

Eligibility information was not entered timely

B-102: Timely Data Entry – The Board must ensure accurate and timely entry of all child care referral, customer, provider, budget and claim information into TWC's designated IT data automation system for child care service deliver. "Timely data entry" is defined as no later than five business days from the date the subcontractor and subrecipient receive the information to the data entry date.

Income calculated incorrectly

D-107.a: Determining average gross monthly family income from earnings- The timeframe and type of income documentation must be clearly explained in the child care case management system.

D-107.g; Income calculation methodology – If a bonus or lump sum payment was included in the pay stubs, divide the total by the applicant

File Maintenance: Incorrect family size on case notes

D-107.d –Boards must ensure that, if pay documents indicate that a family member received a bonus or other lump sum during the income calculation period or in the year-to-date amount, staff determines the number of months the bonus or lump sum covers and if there is any expectation of future repetition.

Incorrect weekly hours documented

B-102: Timely Data Entry – The Board must ensure accurate and timely entry of all child care referral, customer, provider, budget and claim information into TWC's designated IT data automation system for child care service deliver.

No follow up regarding disability screening

B-402.g: Documenting priority for children with disabilities – boards must also ensure that disabilities are documented in accordance with local procedures

Corrective Action:

Eligibility and File Maintenance are repeat findings: The Board will have one on one training with the Contractor's Quality Assurance team to determine the weaknesses in quality reviews.

Board Recommendation:

Documentation of Corrective Action needs to be provided to the Board 10 days after the Board meeting. Eligibility and file maintenance are areas that are in the most need of re-training for staff.

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

April 10, 2025

Information Item

Workforce Programs Report

PURPOSE

Provide the Board with an update of the Workforce Programs

DISCUSSION

1. Texas Workforce Commission MPR:

   The Monthly Performance Report (MPR) provides performance data which allows Boards to monitor performance targets for the contracted Program Year. We have not received an updated MPR and have been notified that we would not be receiving one till late April 2025.

2. Attached is the Workforce Participatory Services for October 2024-February 2025 where you will see an increase in the WIOA caseload.

3. Attached is the Reemployment Services and Eligibility Assessment (RESEA) Quarterly Performance through February 2025. For this year, we did not meet the 1st quarter (Oct – Dec 2024). Our completion rate was 75.7% (target 77%). For the 2nd quarter wea re at 76.12%, we still need March 2025 to complete the quarter. Staff were provided training by TWC in March 2024 on monitoring RESEA.

ACTION: No action required.

WIOA Participatory Report

October Report Total: 43

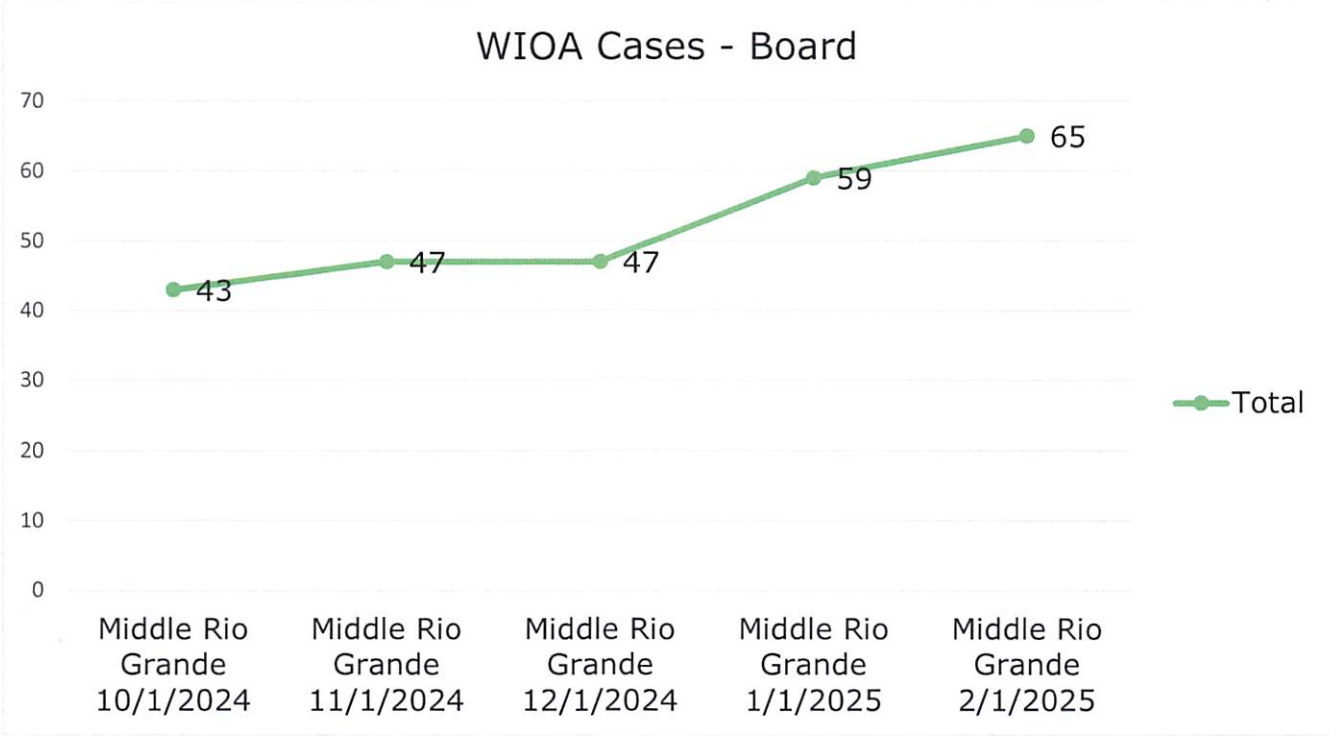
November Report Total: 47

December Report Total: 47

January Report Total: 59

February Report Total: 65

- **October** Participant Services Trends – Report shows participants and their services received by month.



- Data provided by TWC

RESEA - Middle Rio Grande Quarterly Performance BCY 2024

QUARTER1 BCY 2024 (Oct -Dec 2024)				
LWDA Name	**Office Names**	**RESEA Profile Pool Count**	**Initial RESEAs Completed**	**Completion Rate**
Middle Rio Grande	Uvalde	15	8	53.3%
Middle Rio Grande	Eagle Pass	86	71	82.6%
Middle Rio Grande	Carrizo Springs	10	6	60.0%
Middle Rio Grande	Cotulla	7	5	71.4%
Middle Rio Grande	Crystal City	0	0	0.0%
Middle Rio Grande	Del Rio	30	22	73.3%
Middle Rio Grande		**148**	**112**	**75.7%**
QUARTER2 BCY 2024 (Jan - Feb 2025)				
LWDA Name	**Office Names**	**RESEA Profile Pool Count**	**Initial RESEAs Completed**	**Completion Rate**
Middle Rio Grande	Uvalde	12	6	50%
Middle Rio Grande	Eagle Pass	71	58	82%
Middle Rio Grande	Carrizo Springs	6	5	83%
Middle Rio Grande	Cotulla	4	3	75%
Middle Rio Grande	Crystal City	15	15	100%
Middle Rio Grande	Del Rio	26	15	58%
Middle Rio Grande	**Subtotal**	**134**	**102**	76.12%
QUARTER3 BCY 2024 (Apr - Jun 2025)				
LWDA Name	**Office Names**	**RESEA Profile Pool Count**	**Initial RESEAs Completed**	**Completion Rate**
Middle Rio Grande	Uvalde	0	0	0%
Middle Rio Grande	Eagle Pass	0	0	0%
Middle Rio Grande	Carrizo Springs	0	0	0%
Middle Rio Grande	Cotulla	0	0	0%
Middle Rio Grande	Crystal City	0	0	0%
Middle Rio Grande	Del Rio	0	0	0%
Middle Rio Grande	**Subtotal**	**0**	**0**	**0%**
QUARTER4 BCY 2024 (Jul - Sept 2025)				
LWDA Name	**Office Names**	**RESEA Profile Pool Count**	**Initial RESEAs Completed**	**Completion Rate**
Middle Rio Grande	Uvalde	0	0	0%
Middle Rio Grande	Eagle Pass	0	0	0%
Middle Rio Grande	Carrizo Springs	0	0	0%
Middle Rio Grande	Cotulla	0	0	0%
Middle Rio Grande	Crystal City	0	0	0%
Middle Rio Grande	Del Rio	0	0	0%
Middle Rio Grande	**Subtotal**	**0**	**0**	**0%**
	YTD Total	**282**	**214**	**76%**

Workforce Solutions Middle Rio Grande Board

Monitoring & Oversight Committee

April 10, 2025

Information Item

Performance Improvement Action plans

PURPOSE

Provide the Board with an update of the Workforce Programs

DISCUSSION

TWC has issued Performance Improvement Actions (PIA) for 5 of the performance measures. The PIA process is for measures the Boards have been missing or at risk of missing with a 2% decrease from the previous quarter/month, in which case places you below 95% in performance. TWC asked for strategies, policies, or procedures that the Contractor plans or have already implemented to improve performance. Middle Rio's current PIA's are due to failing EOY24:

PIA(s): EOY24

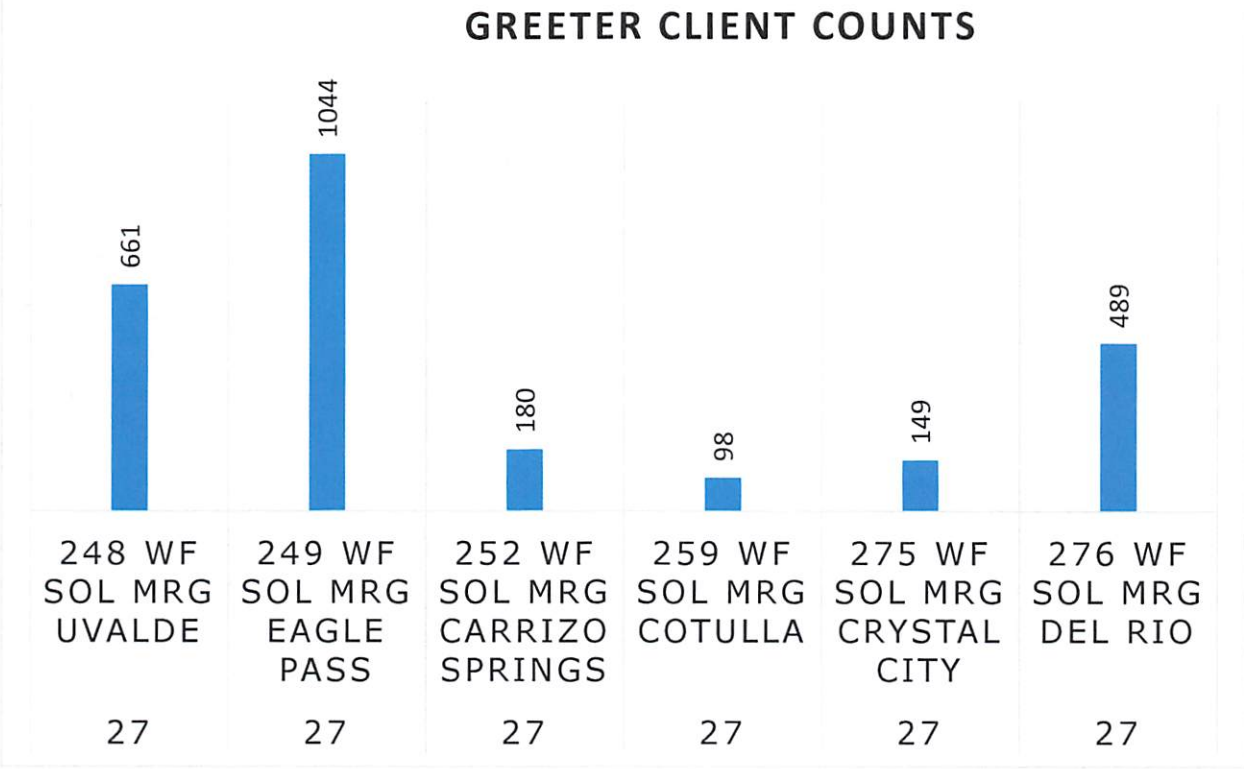
- Adult Q2 Employed
- Adult Q4 Employed
- Youth Employed/Enrolled Q2
- Youth Employed/Enrolled Q4
- Youth Credential

ACTION: No action required.

VOS Greeter Unduplicated Client by Board for February 2025

*Data was pulled from VOS Extract

Office Name	Greeter Count
248 WF Sol MRG Uvalde	661



Workforce Solutions Middle Rio Grande Board

Student HireAbility Navigator

April 10, 2025

Information Item

BACKGROUND

The Student HireAbility Navigator (SHN) serves as a resource in the Middle Rio Grande Region to support, expand, and enhance the provision of pre-employment transition services that are provided by Vocational Rehabilitation Services (VR) for students with disabilities from 14-22 years of age.

DISCUSSION

The SHN will continue to build and sustain collaborative partnerships with school districts, colleges, VR, workforce staff, employers, and all other entities to improve the quality of services for students.

COLLABORATION

The SHN will work collaboratively with the VR Counselor, Regional VR, SHN mentor, education service centers, school districts, community partners, and employers.

The following school districts are in the Middle Rio Grande Region: Comstock ISD, Rocksprings ISD, Brackett ISD, Knippa ISD, La Pryor ISD, Nueces Canyon CISD, Eagle Pass ISD, San Felipe Del Rio-CISD, Carrizo Springs CISD, Crystal City ISD, Cotulla ISD, Leakey ISD, Sabinal ISD, Utopia ISD, and Uvalde CISD.

The following Education Service Centers are in the Middle Rio Grande Region: Education Service Center Region 15 and Education Service Center Region 20.

Real County has had outreach and services in the fall. La Salle County (Cotulla ISD) has not responded to outreach or information us of events in their area.

Student HireAbility Navigator Board Report-April 2025			
NAME OF EVENT	**STUDENTS**	**PARENTS**	**Adults**
Uvalde CISD RDSPD Parent Presentation Meeting			3
SWTXC Wellness Wednesday - All 9 counties	200		100
UCISD Morales Junior High Career Fair (Partnership for Fair)	705		50
Sabinal ISD Outreach			2
Eagle Pass ISD CC Winn Career and Technology Education Fair-3 day Event	1814		150
Chicanos Por La Causa Parent Presentation Coordination - Uvalde		15	
Rocksprings College Career and Military Readiness Day	97		20
Carrizo Springs CISD Career Fair (Partnership for Fair)	860		225
BCFS Inter-agency Presentation - Maverick			50
UCISD RDSPD Planning Meeting			3
National Trio Day Event at Brackettville ISD	204		30
La Pryor College and Career Fair	247		25
Carrizo Springs ISD Career and Technology Showcase	175		23
Ace Program Partnership Meeting - Uvalde			3
Knippa ISD Parent Night Presentation	2	4	8
Batesville Career Day	86		10
Commissioner Precinct 3/WFSMRG/TWS-VRS meeting - Maverick			5
La Pryor ISD Meeting			3
Kickapoo Collaboration			4
Team Uvalde			48
Frio Canyon Chamber of Commerce Presentation - Real & Uvalde			22
Crystal City ISD Fly JH Career Fair (Partnership for Fair)	340		30
Crystal City ISD High School Career Fair (Partnership for Fair)	530		
Del Rio Middle School Career Fair	149		
Sabinal ISD Career Fair (Partnership for Fair)	218		
RDSPD Parent Presentation - Uvalde			5
Kickappo College and Career Fair	100		35

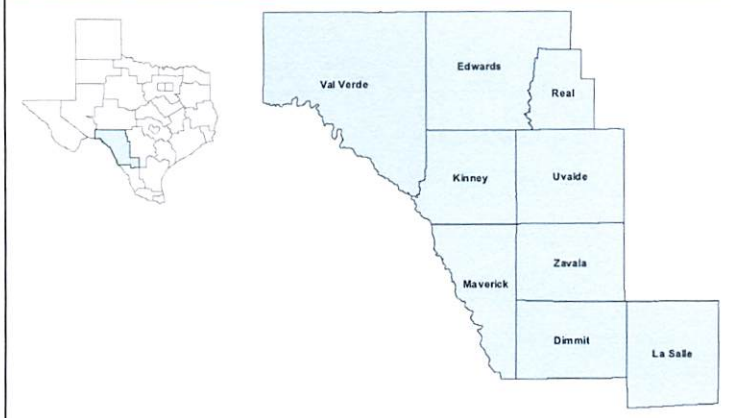
Outreach by County	**STUDENTS**	**PARENTS**	**ADULTS**
LA SALLE	0	0	0
ZAVALA	1203		68
KINNEY	204		30
UVALDE	925	19	133
VAL VERDE	149		0
REAL	0		11
MAVERICK	1914		244
EDWARDS	97		20
DIMMIT	1035		248
ALL COUNTIES	200		100

Outreach in Middle Rio Grande Area:	**STUDENTS**	**PARENTS**	**ADULTS**
	5,727	**19**	**854**

WFS Middle Rio Grande Local Unemployment Report						
Year	Period	Area	Employmen	Civilian Labor Forc	Unemployment	Unemployment Rate
2024	February	Middle Rio Grande	64,020	68,742	4,722	6.9
2025	February	Middle Rio Grande	65,668	70,677	5,009	7.1
2024	February	Dimmit	2,757	2,932	175	6
2025	February	Dimmit	2,848	3,056	208	6.8
2024	February	Edwards	852	882	30	3.4
2025	February	Edwards	814	844	30	3.6
2024	February	Kinney	1,182	1,238	56	4.5
2025	February	Kinney	1,238	1,301	63	4.8
2024	February	La Salle	2,515	2,622	107	4.1
2025	February	La Salle	2,549	2,711	162	6
2024	February	Maverick	21,910	24,075	2,165	9
2025	February	Maverick	22,688	24,952	2,264	9.1
2024	February	Real	929	981	52	5.3
2025	February	Real	879	927	48	5.2
2024	February	Uvalde	10,064	10,532	468	4.4
2025	February	Uvalde	10,363	10,857	494	4.6
2024	February	Val Verde	19,680	21,113	1,433	6.8
2025	February	Val Verde	20,162	21,593	1,431	6.6
2024	February	Zavala	4,131	4,367	236	5.4
2025	February	Zavala	4,127	4,436	309	7

TEXAS Labor Market Information

Middle Rio Grande Workforce Development Area



February 2025

WDA Labor Force Statistics

	Feb-25	Jan-25	Feb-24	Yearly Change
Civilian Labor Force	70,677	69,692	68,742	1,935
Employed	65,668	65,246	64,020	1,648
Unemployed	5,009	4,446	4,722	287
Unemployment Rate	7.1%	6.4%	6.9%	0.2%

Texas Labor Force Statistics

	Feb-25	Jan-25	Feb-24	Yearly Change
Civilian Labor Force	15,840,511	15,744,807	15,473,132	367,379
Employed	15,163,796	15,097,107	14,817,758	346,038
Unemployed	676,715	647,700	655,374	21,341
Unemployment Rate	4.3%	4.1%	4.2%	0.1%

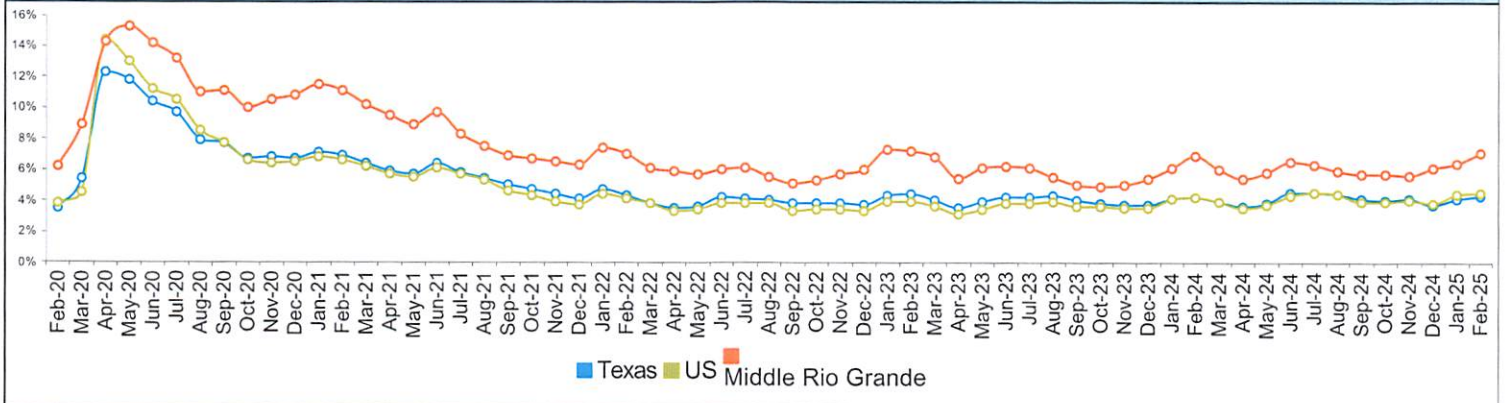
US Labor Force Statistics

	Feb-25	Jan-25	Feb-24	Yearly Change
Civilian Labor Force	170,116,000	169,814,000	167,285,000	2,831,000
Employed	162,544,000	162,347,000	160,315,000	2,229,000
Unemployed	7,572,000	7,467,000	6,970,000	602,000
Unemployment Rate	4.5%	4.4%	4.2%	0.3%

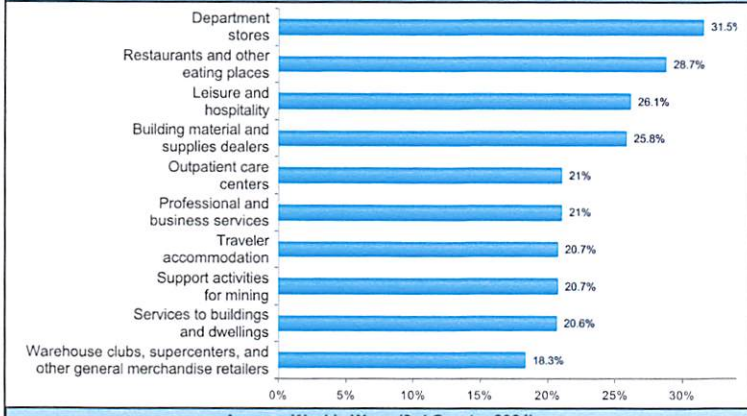
Continued Claims for the Week of the 12th

	Feb-25	Jan-25	Feb-24	Yearly Change
WDA	1,555	1,294	1,502	53
Texas	119,145	122,903	116,264	2,881

Historical Unemployment Rates



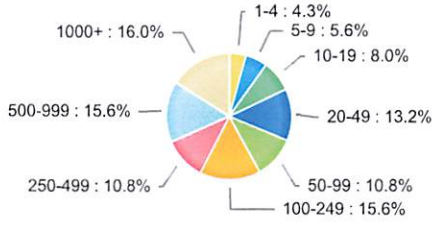
Projected Top Ten Fastest Growing Industries in WDA (% Growth 2022-2032)



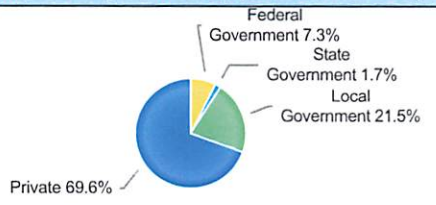
Average Weekly Wage (3rd Quarter 2024)

	Q3 2024	Q2 2024	Q3 2023	Quarterly Change	Yearly Change
WDA	$976	$978	$924	$-2	$52
Texas	$1,396	$1,381	$1,335	$15	$61
US	$1,394	$1,390	$1,334	$4	$60

Employment by Size Class (3rd Quarter 2024)



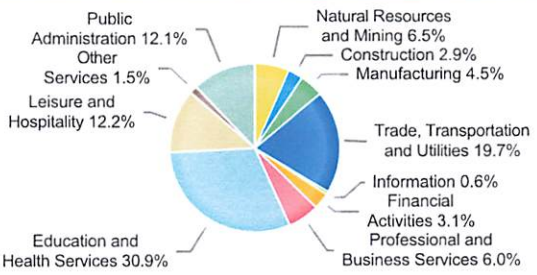
Employment by Ownership (3rd Quarter 2024)



Employment by Industry (3rd Quarter 2024, Percent Change)

Industry	Employment	% of Total	% Quarterly Change	% Yearly Change
Natural Resources and Mining	3,922	6.5%	-0.3%	-5.7%
Construction	1,756	2.9%	-0.5%	-3.9%
Manufacturing	2,697	4.5%	-2.2%	-5.6%
Trade, Transportation and Utilities	11,815	19.7%	0.0%	0.8%
Information	347	0.6%	-0.9%	-2.3%
Financial Activities	1,873	3.1%	0.6%	-2.6%
Professional and Business Services	3,598	6.0%	-2.3%	-3.7%
Education and Health Services	18,569	30.9%	-1.8%	0.7%
Leisure and Hospitality	7,356	12.2%	-1.3%	1.8%
Other Services	889	1.5%	-3.8%	8.7%
Public Administration	7,300	12.1%	-0.4%	1.6%

Employment by Industry (3rd Quarter 2024)



WORKFORCE SOLUTIONS MIDDLE RIO GRANDE
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Rosie Lozano
Executive Director

To: Board of Directors

From: Rosie Avila-Lozano, Executive Director

Date: April 10, 2025

I had a follow up meeting with TWC, Texas Association of Community Health Centers and Community Health Development/Our Health regarding health care industry apprenticeships. We will be working together with Southwest Texas College to be able to provide apprenticeships in the medical field.

We did not receive the Military to Civilian Employment grant. TWC has asked that I re-submit an application for this grant, but with more detail on the services that will be provided, and we will need to have a higher number of clients we could serve. This grant is geared to provide employment services, training and wraparound support services to assist transitioning service members, recently separated veterans and military spouses transitioning to civilian employment.

We are still working with TWC Audit Resolution to clear up all findings from Subrecipient Monitoring. Most of the financial findings have been resolved, but we are still having issues with the program findings. We are still having the repeat findings with Choices and SNAP files. The Board provided training to the Contractor, with the help of TWC on February 28, 2025. This training was provided for case managers, center managers, quality assurance and administration team.

TWC Subrecipient monitoring team will begin their review on April 7-11, 2025. Entrance will be held on April 7, 2025 @ 9:30 a.m.

The Board's Youth Coach's have resigned. I have started advertising for a replacement. We have one of the positions filled already, but we are still advertising for another position. The grant for this funding will end on October 31, 2025.

The Summer Earn and Learn (SEAL) program will be having a major cut in the number of participants we will be allowed to serve. Last year we were allotted 20 participants, but we were able to request more funds and serviced 79. This year we will only be allowed to enroll 11 participants.

We have had several companies with closures in our area:

- The Geo Group (Eagle Pass)
- DeLaPaz Cleaning and Rental Services (Donna)
- Luke Holding Inc. (Eagle Pass)
- Luke Holding Inc (Del Rio)

Just an update, the elevator in the Uvalde office has been repaired.

A follow-up on the survey of how many people from Crystal City go to the Carrizo Springs office to receive services and why:

February 2025 - 2

- Stopped by while I was in town
- Felt there were more job opportunities in the area

March 2025 - 0

I attended the TAWB/WIN meeting held in Arlington, Tx on March 19 – 21, 2025. One of the main topics was the concern of our funding. WIOA and TANF have not been re-authorized yet.

I will be attending the Financial Work group in Fort Worth, Tx on April 3 & 4, 2025.

The Board participated in the Governors Small Business Summit on March 27, 2025. And I will be in attendance of the Texas Conference for Employers – Employment Law Update on April 11, 2025 with TWC Commission Joe Esparza.

Just a reminder, the Board will have 14 members that will be up for re-appointment. Marisa will be meeting with the CEO's starting in April for new or re appointments.

Workforce Solutions Middle Rio Grande is an equal opportunity Employer / Program. Auxiliary aids and services are available upon request to individuals with disabilities. TTY/TDD via Relay Texas: 711/TDD: 1-800-735-2989 / Voice: 1-800-735-2988

To: Rosie Lozano, WFS MRG Board Executive Director
Michelle Garcia, MRG Executive Director
From: Barbara S. Lopez, Director of Workforce Programs
Date: March 28, 2025
Subject: **Workforce Solution Summary Report (January-March 2025)**

Workforce Solution Middle Rio Grande Activity Report

1. Employer Engagement Initiatives:

- **Outreach Events:** We successfully conducted employer outreach by attending community events and hosting job and career fairs tailored to meet employer needs. These efforts focused on discussing workforce challenges and promoting our available services.
- **Business Collaboration**: By working closely with local businesses, we identified workforce gaps and customized training programs to align with their specific needs. This was achieved through direct business engagement and orientations led by business service managers, providing employers with valuable information, education, and recruitment assistance.
- **Job Fairs:** Collaborated with regional employers to host job fairs, connecting over **250 job seekers** with potential employers and employment opportunities.

2. Business Partnerships:

- **Educational Collaborations**: We have formed partnerships with local educational institutions, including Southwest Texas College, Star Career, Sendero, and the Crystal City Coalition, to develop streamlined pathways for effective workforce training.
- **Economic Development Engagement:** Partnered with economic development organizations, including the Chamber of Commerce, Small Business Administration, and local county and city officials, to promote workforce solutions that support regional economic growth.

3. Targeted Training Programs

- **Internship, Training & Workforce Experience Opportunities**: Developed hands-on learning programs in collaboration with regional businesses, enabling participants to gain valuable experience in high-demand fields. From January to March 2025, **44 participants took part in these opportunities.**

These initiatives highlight our dedication to building strong employer relationships and improving workforce job readiness through customized training and strategic partnerships.

4. Data-Driven Results:

•During this reporting period, our business services team effectively supported employers in meeting their staffing needs and facilitated candidate placements across various roles.

Executive - Job Placements (January-March 2025)
Region : Middle Rio Grande WF Board

Month	Office	Internal Job Placements	External Job Placements	Total Job Placements	% Direct Placements
January		**45**	**41**	**86**	**47.67**
		2	2	4	50.00
	248 WF Sol MRG Uvalde	0	3	3	100.00
	249 WF Sol MRG Eagle Pass	13	8	21	38.10
	252 WF Sol MRG Carrizo Springs	7	3	10	30.00
	259 WF Sol MRG Cotulla	2	2	4	50.00
	275 WF Sol MRG Crystal City	5	1	6	16.67
	276 WF Sol MRG Del Rio	16	22	38	57.89
	Total Region	**45**	**41**	**86**	**47.67**
February		**46**	**57**	**103**	**55.34**
		1	1	2	50.00
		1	1	2	50.00
	248 WF Sol MRG Uvalde	8	5	13	38.46
	249 WF Sol MRG Eagle Pass	9	13	22	59.09
	252 WF Sol MRG Carrizo Springs	2	4	6	66.67
	259 WF Sol MRG Cotulla	1	3	4	75.00
	275 WF Sol MRG Crystal City	7	3	10	30.00
	276 WF Sol MRG Del Rio	17	27	44	61.36
	Total Region	**46**	**57**	**103**	**55.34**
March		**17**	**82**	**99**	**82.83**
	248 WF Sol MRG Uvalde	8	4	12	33.33

	249 WF Sol MRG Eagle Pass	5	9	14	64.29
	252 WF Sol MRG Carrizo Springs	0	9	9	100.00
	275 WF Sol MRG Crystal City	1	2	3	66.67
	276 WF Sol MRG Del Rio	3	58	61	95.08
	Total Region	**17**	**82**	**99**	**82.83**

Region/LWDB : Middle Rio Grande WF Board
Program Year: 2025

Employer Services Type	Total Employers Served
Workforce Recruitment Assistance	446

5. Outreach and Marketing:

To expand our reach and connect with a diverse range of employers, we have strengthened our marketing efforts. Our targeted social media campaigns and informative email newsletters highlight success stories and promote the comprehensive workforce development services we offer. Additionally, our active participation in local community events has significantly increased awareness of our workforce initiatives. This engagement not only enhances understanding of our programs but also encourages greater employer participation.

6. Employment Services with Workforce Programs:

- We have worked closely with the Workforce Innovation and Opportunity Act (WIOA) and Choices/SNAP programs to ensure employers fully understand the benefits available, including On-the-Job Training (OJT) and wage subsidization options such as Work-Experience. Our team assists employers in navigating the administrative processes required to access WIOA funding opportunities, ensuring seamless participation and maximizing the use of available resources.

7. Program enrollment:

- Summarizing the various enrollment numbers related to programs such as WIOA (Workforce Innovation and Opportunity Act), CHOICES, and SNAP (Supplemental Nutrition Assistance.

Program). These reports typically include:

- Active Caseload: This refers to the number of customers currently receiving case management services. It encompasses participants in WIOA, CHOICES, and SNAP programs who are actively engaged with staff and receiving assistance.

- Referrals from HHSC: This includes customers who have been referred by the Health and Human Services Commission (HHSC) and downloaded into WIT case management system for outreach into our Choices & SNAP programs. These individuals may not yet be actively engaged in services but are part of staff outreach efforts for potential case management.

- WIOA Follow-Up Customers: This segment pertains to customers who have completed WIOA services and are in a follow-up status. This follow-up service requires continued case management which includes monitoring their progress post-service to ensure they are still successfully employed or may be needing continued support services such as job search/job development assistance, in alignment with their career goals.

Monthly Caseload Reports: January-March 2025 Each month, a report is consolidated with data on these categories, tracking trends, and changes in enrollment or participation over time. This helps identify areas of strength, potential gaps in service delivery, and opportunities for improving outreach and support for our customers.
Total cases: 368 across the region. Outreach pool for SNAP/Choices is not included.

8. Activities/Events-January-March 2025

January-2025
- Grand Opening La Cantera Real-Eagle Pass
- Powerline Tech Program Orientation in Eagle Pass
- Crystal City: CCC Winter garden Career Solutions
- Uvalde CRCG Organizational Meeting
- Nick Carr Mini Job Fair-Eagle Pass
- Tejanita Seguros LLC Grand Opening
- Workforce Solution Middle Rio Grande Youth Orientation
- Kickapoo Lucky Hiring Event
- Nueces Canyon High School District Wide Career Fair

February 2025
- Transfer Like it's 1999" Transfer and Career Fair
- CC Winn CTE Career Fair of 2025
- Rocksprings High School College, Career & Military Readiness Expo
- Carrizo Springs High School 6th Annual College, Career & Military Fair
- Eagle Pass: SWTC-Transfer and Career Fair
- La Pryor High School College & Career Fair
- SWTX College Event

March 2025
- Southwest Texas College Student Resources Fair in Del Rio

- TEAM Uvalde
- Career Fair Crystal City
- Kickapoo Job Fair
- Bexar County Sheriffs' Office Recruiting-Del Rio
- Community Health Development Grand Opening-Del Rio
- Regional Resources Fair-Carrizo Springs
- Uvalde Memorial Hospital Groundbreaking Ceremony-Uvalde
- South Texas All Abilities Center-Eagle Pass

9. Challenges and Opportunities:

- The transition to the new WorkinTexas Workforce Case Management System (WITCMS) has introduced several challenges, but it also offers an opportunity to improve data collection and enhance the quality of services for both internal and external customers.
- We are actively addressing the challenges arising from the new data system to ensure smooth reporting to TWC and continued progress.
- As we continue our outreach and recruitment efforts, we remain focused on refining our processes and achieving positive outcomes for our customers.

Conclusion:

The Workforce Solutions Middle Rio Grande team is dedicated to supporting both employers and job seekers throughout our region. Through ongoing improvements and strategic initiatives, we anticipate significant growth in employer engagement and participant enrollment in our workforce development programs. In the coming months, our focus will be on maximizing the capabilities of WITCMS to further enhance service delivery and operational efficiency.

Next Steps:

- Strengthen relationships with local employers.
- Promote our programs, with an emphasis on the WIOA Youth Program.
- Continuously evaluate the effectiveness of staff training and make adjustments as needed.
- Maintain open communication with all stakeholders to ensure a proactive approach to addressing workforce challenges and finding solutions.

We sincerely appreciate the dedication and hard work of our staff and partners, who are making a lasting impact on our local workforce!

Thank you for your continued trust and support!