Date: January 24, 2020

To: Economic Development Committee, Workforce Solutions East Texas Board

From: Douglas G. Shryock, Director of Regional Workforce & Economic Development

Subject: January 29, 2020 meeting

A meeting of the Economic Development Committee of the Workforce Solutions East Texas Board has been scheduled for Wednesday, January 29, 2020 at 1:45 p.m., in Room 1 at the Workforce Solutions East Texas – Tyler Center located at 4100 Troup Highway, Tyler, Texas.

Items of business will include:

- Utilization of unallocated Workforce Innovation and Opportunity Act Statewide Alternative Funding.

If any attendee has special requirements due to disabilities, reasonable arrangements will be made upon request. Please contact the ETCOG office at (903) 218-6400. Telephone inquiries can be made at (800) 735-2989 (TDD) or (800) 735-2988 (Voice).

DGS/GA/kv

Enclosures
WORKFORCE SOLUTIONS EAST TEXAS BOARD

Economic Development Committee
Wednesday, January 29, 2020, 1:45 p.m.
Workforce Solutions East Texas - Tyler Center, Room 1
4100 Troup Highway, Tyler, TX 75703

AGENDA

1. Call to Order: Chair Pam Pearson

2. Consider Public Comments: Chair Pam Pearson

3. Consider and take appropriate action regarding minutes of the meeting of January 8, 2020: Chair Pam Pearson (Enclosure #1)

4. *Consider and take appropriate action regarding utilization of unallocated Workforce Innovation and Opportunity Act Statewide Alternative Funding: Doug Shryock (Enclosure #2)

5. Consider and take appropriate action regarding items to include on the next agenda for the Economic Development Committee: Chair Pam Pearson

6. Determine date for next meeting: Chair Pam Pearson

7. Adjourn

*Denotes an item on Agenda that will have fiscal implications

Members with a Conflict of Interest on any agenda items must refrain from taking part in the discussion and abstain from voting.
Minutes of Meeting

Workforce Solutions East Texas Board
Economic Development Committee
Wednesday, January 8, 2020 at 9:30 a.m.
Workforce Solutions East Texas - Longview Center – Room 5
2430 South High Street, Longview, Texas 75602

1. Call to Order: Chair Pam Pearson

Chair Pam Pearson called the meeting to order at 9:53 a.m.

The following individuals were present:

Members
Chair Pam Pearson
Bonnie Geddie
Robert Haberle, Ex Officio
Jerry Hanszen
Gene Keenon
Kimberly Taliaferro

Staff
Doug Shryock
Gary Allen
Dawn Goodeman
Carla Gross
Keith Huddleston
Terri Ray
Kitty Vickers

Guests
John Clary, Henderson EDC
Ann Valdez Haines, WSET CCS BakerRipley
Cheryl Newton, WSET/Career Team
Mary Ann Rojas, WSET/Career TEAM
Timothy Smith, WSET/Career Team
Anthony Terlizzi, WSET/Career TEAM

2. Consider Public Comments: Chair Pam Pearson

There were no Public Comments.

3. Consider and take appropriate action regarding minutes of the meeting of November 13, 2019: Chair Pam Pearson (Enclosure #1)

 Bonnie Geddie moved to approve the minutes of the Economic Development Committee meeting on November 13, 2019. The motion was seconded by Jerry Hanszen and passed with no opposition.

4. *Consider and take appropriate action regarding update on submission to the Texas Workforce Commission for the Texas Industry Partnership Program based upon the response(s) to the Request for Information released by the Workforce Solutions East Texas Board: Chair Pam Pearson and Doug Shryock (Enclosure #2)

Doug Shryock gave an update on submission to the Texas Workforce Commission for the Texas Industry Partnership Program based upon the response(s) to the request for Information released by the Workforce Solutions East Texas Board enclosed in the agenda packet.
Through the Texas Industry Partnership Program, annually, the Texas Workforce Commission dedicates one million dollars ($1,000,000) to address skills gaps and ensure a talent pipeline to address industry needs, through collaborations between Local Workforce Development Boards and private employers, corporations, or foundations (“Industry Partner(s)”). Grant parameters and program requirements are summarized below:

Award Amount: Not to exceed $150,000 per Board per fiscal year
Leverage: One dollar ($1.00) for every one dollar ($1.00) of grant funds awarded
Grant Period: Can begin any time after September 1, 2019
Grant End Date: Awards will have an end date of no later than April 30, 2021
Submission Deadline: Submissions will be received throughout the fiscal year. The submission deadline is August 30, 2020.

On November 26, 2019, staff released a Request for Information (RFI) to area economic development corporations, area community and technical colleges, and other organizations, asking for descriptions of proposed projects to submit to the Texas Workforce Commission. No responses were received by the deadline of December 27, 2019. For the Request for Information, the Economic Development Committee and the Workforce Solutions East Texas Board adopted the following protocol:

- If one or more responses received are considered viable and the amount of funding to be requested from TWC does not exceed $150,000, staff will move forward with working with the partner entities to submit an application(s) to TWC as soon as possible. The applications will be considered by the Economic Development Committee prior to submission and would be subject to ratification by the Workforce Solutions East Texas Board.

- If the amount of funding requested for responses which are considered viable exceeds $150,000, the Economic Development Committee will consider a prioritization of applications, which would be submitted to TWC subject to ratification by the Workforce Solutions East Texas Board.

- Responses which are not submitted to TWC for the first round will receive first priority for submission to TWC if the other applications are rejected by TWC.

- Following consideration of responses received by the deadline, the Request for Information would remain open until the Workforce Solutions East Texas Board has received the maximum funding amount possible.

There were no responses and the committee will move forward with leaving the RFI open since the deadline is not until August 30, 2020 to submit applications.

5. *Consider and take appropriate action regarding utilization of unallocated Workforce Innovation and Opportunity Act Statewide Alternative Funding: Doug Shryock (Enclosure #3)*

Doug Shryock reviewed the utilization of unallocated Workforce Innovation and Opportunity Act Statewide Alternative Funding enclosed in the agenda packet.

One of these programs must be selected: High Demand Job Training Initiative (JDJT), Texas Industry Partnership (TIP), Externship for Teachers (Externships) and Women’s Entrepreneurship Bootcamp (Bootcamp).

In September 2019, the Board adopted the following allocation for Workforce Innovation and Opportunity Act Alternative funding:
High Demand Job Training Program $150,000 (Maximum Allowed)
Exterships for Teachers $100,000
Individual Training Accounts for WIOA Participants* $153,941
Total $403,941

The FY2019 allocation for WIOA Alternative Funding Statewide Activities for East Texas is $403,941.

**Updated Statewide Alternative Funding Summary**

High Demand Job Training Program $ 70,527*
Exterships for Teachers $ 0
Individual Training Accounts $153,941
Subtotal $224,468
Overall Allocation $403,941
Balance to be reallocated $179,473

Doug Shryock stated staff has worked on some programs within the Women’s Entrepreneurship Program, but the program is not ready to be presented at this time.

Staff is not ready to move forward with looking into how the unallocated funds could be spent and request scheduling another meeting when staff is ready to make a recommendation. Staff is asking to delegated authority from the Board to allow the Executive Committee to make the decision based on staff’s recommendation to the Economic Development Committee to bring back to the full Board for ratification in March.

*Jerry Hanszen moved to approve the recommendation of staff. The motion was seconded by Gene Keenon and passed with no opposition.*

6. **Consider and take appropriate action regarding items to include on the next agenda for the Economic Development Committee: Chair Pam Pearson**

Chair Pam Pearson indicated items to be included:
- Utilization of unallocated WIOA Statewide Alternative funding

7. **Determine date for next meeting: Chair Pam Pearson**

Chair Pam Pearson identified the end of January for the next committee meeting date.

**Adjourn**

There being no further business, the meeting adjourned at 10:10 a.m.
DATE: January 24, 2020

TO: Economic Development Committee, Workforce Solutions East Texas Board

FROM: Douglas G. Shryock, Director, Workforce and Economic Development Division

SUBJECT: Workforce Innovation and Opportunity Act Alternative Funding

Background

The Workforce Innovation and Opportunity Act (WIOA) §128 provides for statewide funds which may be used for discretionary employment and training activities, offering a greater level of flexibility than formula funds. Historically, statewide funds intended for Boards have been made available through an application or competitive process, requiring Boards to apply.

For the current year, the Texas Workforce Commission is providing Boards with Statewide Alternative funding directly. The FY2019 allocation for WIOA Alternative Funding Statewide Activities for East Texas is $403,941. Boards must choose a minimum of one project from the Four mandatory programs – High Demand Job Training Program, Texas Industry Partnership Program, Externships for Teachers and the Women’s Entrepreneurship Bootcamp. After the selection of at least one mandatory project, Boards may choose to use remaining funds for occupational skills training with additional Individual Training Accounts (ITAs) as a supplement to ITAs funded via their formula allocated funds or Other Innovative Projects for Targeted Populations or both.

Status of Statewide Alternative Funds Plan Adopted by the Workforce Solutions East Texas Board

As reported to the Economic Development Committee and the Workforce Solutions East Texas Board on January 8, 2020, staff is moving forward with the Plan adopted by the Board to implement High Demand Job Training (HDJT) Program projects with Kilgore College and Henderson, Kilgore, Marshall & White Oak Economic Development Corporations; Tatum Economic Development Corporation; and Jacksonville Economic Development Corporation. The total the High Demand Job Training Program requests is $70,527, which is $79,473 less than the $150,000 originally allocated.

Also, as reported on January 8th, there were no responses to a $100,000 Request of Proposals for Externships for Teachers, which was part of the original Statewide Alternative Funds plan. This leaves $179,473 of unallocated funds which may be used for Individual Training Accounts or upon TWC approval, other projects which the Board may identify.

A funding summary is included below:

High Demand Job Training Program $ 70,527
Individual Training Accounts $153,941
Enclosure #2
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Memorandum – wseb wioa alt funding
Page 2 of 3

Subtotal $224,468
Overall Allocation $403,941
Since the Balance to be reallocated $179,473

Recommendation for use of Unallocated Funds

At their January meeting the Workforce Solutions East Texas Board authorized the Executive Committee to make a decision on options on how the unallocated funds could be spent, based upon a recommendation from the Economic Development Committee. The decision of the Executive Committee would be ratified by the full Board in March.

Staff recommends the for the unallocated funding to be used to support the following activities, which would be offered through CareerTEAM LLC, the Workforce Centers Services Provider – a Women’s Entrepreneurship Bootcamp and as a complimentary activity, creation of an Entrepreneurial Training Specialist/Case Manager position. These are described in more detail below:

1. Women’s Entrepreneurship Bootcamp

The purpose of this program is to support entrepreneurial women who are Texas residents create, sustain, or expand a business in Texas. Women who are Texas residents and either own a business in Texas or are interested in starting a business in Texas will have the option to receive information and training.

The project will feature:

A robust curriculum designed to engage the audience through interactive exercises and curriculum which will expand the knowledge and skill sets of the boot camp cohort.

Business Basics-Structure, Access to Capital, Financial literacy

Minority Business services- How to become State of Texas HUB, contracting basics, tax, legislative impacts, etc.

Expansion-hiring basics- access to workforce services such as OJT WOTC, Recruitment sources, Space for onboarding etc.

Outreach-securing mentoring, hosting English/Spanish forums through neighborhood meetings/culturally sensitive approaches and providing information in English and Spanish

2. Other Innovative Projects for targeted populations: The current Boot Camp RFP requires a one day-7 hour training-this activity which creates a certification for case managers to expand services to entrepreneurs with the goal of providing intensive services to help them grow in their business.

Creating an Entrepreneurial Training Specialist/Case Manager position-developing curriculum culminating in a certification as a workforce specialist with an entrepreneurial training designation

Examples of activities will include but not limited to: Curriculum development with modules designed to meet competencies in areas shown above as well as relationship management.
At the upcoming meeting Board and CareerTEAM staff will brief the Economic Development Committee on our recommendations and will include budget details.

If you have questions, staff will be happy to respond.

DGS/GA/kv