



MEMORANDUM

To: Youth Committee

From: Adrian Lopez, CEO

Presented By: Victoria Rodriguez, Director of Workforce Services

Date: February 7, 2025

Subject: Youth Program Briefing and Performance

Summary: For Program Year 2025, Workforce Solutions Alamo (WSA) continues its partnership with youth contractor SERCO to oversee enrollments and provide education, training, and skills essential for workforce success. WSA maintains active communication with SERCO to ensure performance goals align with the Texas Workforce Commission's (TWC) target range of 95-105% while staying within the allocated budget.

Analysis:

Participant Planning Summary (PPS)

The PPS aims to ensure that the Youth Service Provider serves the most significant number of participants and provides them with services that lead to successful training and employment outcomes. The PPS includes quarterly and yearly targeted enrollment (participants to serve) and service goals for eligible clients. While enrollment goals include serving the most significant possible number of eligible participants, the quality of customer service remains a top priority. The breakdown for the first quarter of the Program Year is as follows:

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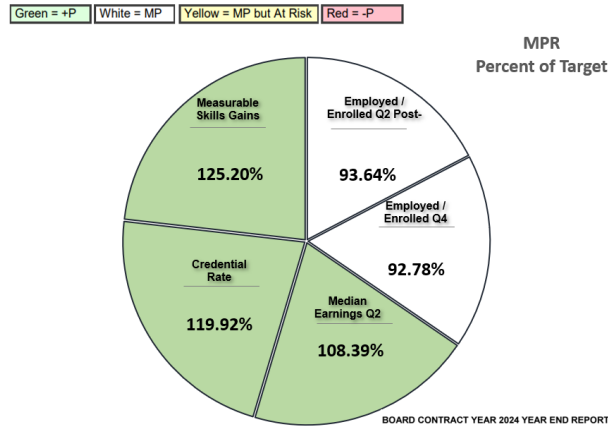
PPS WIOA YOUTH 2024-2025	NEW				YEAR END GOAL	YEAR END GOAL %
	Q1 OCT-DEC'24	Q2 JAN-MAR'25	Q3 APR-JUN'25	Q4 JUL-SEP'25		
Urban Participants Planned	89	178	267		356	
Actual Participants Served	194				194	54%
Rural Participants Planned	52	105	157		210	
Actual Participants Served	88				88	42%
Work Experience Career Opportunities Planned	50	101	150		201	
Actual	43				43	21%
Education/Training Planned	15	29	43		57	
Actual	26				26	46%
Supportive Services Planned	67	135	202		269	
Actual	221				221	82%

Performance Accountability

WSA continues to track and communicate performance expectations with the youth contractor, focusing on WIOA-established indicators, including Q2 and Q4 Post-Exit Employed and Enrolled Outcomes, Measurable Skill Gains, Median Earnings, and Credential Attainment Rate.

The Year-End MPR Report for the 2023-2024 BCY highlights that the youth contractor met two of five performance measures and exceeded three, demonstrating a strong commitment to program success and youth progress tracking.

SERCO's leadership team remains dedicated to achieving positive outcomes, with youth staff actively engaging participants to collect necessary employment and educational documentation. Additionally, bi-weekly status updates will be provided to WSA if any measures are not met.



Alternatives: N/A

Fiscal Impact: Workforce Solutions Alamo (WSA) has made a significant investment in the development of the youth workforce, ensuring young individuals gain valuable skills and career opportunities.

- **In-School Youth:** WSA has allocated **\$173,055** towards **work experience opportunities**, helping students gain hands-on exposure to real-world jobs. Additionally, **\$2,730** has been invested in **support services** to remove barriers to success.
- **Out-of-School Youth:** WSA has committed **\$342,252.98** to **work experience programs**, equipping young individuals with critical job skills. Furthermore, **\$13,773** has been provided for **support services**, while an additional **\$40,878** has been dedicated to **individual training** to enhance employability and career advancement.

These strategic investments reinforce WSA's commitment to empowering youth through education, training, and hands-on work experience, ensuring they are prepared for the workforce and long-term career success.

Recommendation: WSA will continue utilizing WIOA Youth Workforce Reports at the Board level. If performance deficiencies arise, the youth contractor must submit an Exception Report outlining corrective actions.

To enhance performance, the contractor must make documented efforts to contact participants and collect employment and education outcomes for reporting accuracy. WSA and SERCO will closely monitor performance to maintain enrollment levels that support continued success while ensuring the contractor exceeds all performance measures.



Next Steps: WSA and the youth contractor will continue to monitor performance and work to ensure that enrollment remains at a level that does not negatively impact performance and that the youth contractor continues to exceed all performance measures.



MEMORANDUM

To: Youth Committee

From: Adrian Lopez, CEO

Presented By: Victoria Rodriguez, Director of Workforce Services

Date: February 7, 2025

Subject: Career Exploration

Summary: This memo provides an update on Workforce Solutions Alamo's (WSA) Youth Career Exploration events and special initiatives for Program Year 2025 (PY25).

As outlined in Section 5.5 of the Workforce Commission Initiatives (WCI) Grant Statement of Work, WSA will utilize TANF grant funds to support Jobs Y'all career exploration events for middle school, high school, and postsecondary students. These events will engage employers in meaningful ways to help students explore career opportunities, understand pathways to in-demand careers, build networks, and access internships and other hands-on learning opportunities. Parents will also be encouraged to attend to support their child's career exploration journey. Events will be branded under Jobs Y'all and may include WSA-specific branding, with scheduling determined at the local level.

For FY2025, WSA will host four major youth career exploration events targeting various industries and youth sub-populations, with additional co-hosting opportunities currently under discussion.

Analysis:

Planned Career Exploration Events

1. CTE Showcase – February 14, 2025
 - a. Hosted in recognition of Career & Technical Education (CTE) Month, this first-ever event will celebrate CTE programs and their role in preparing youth for diverse career paths.
 - b. Aimed at generating excitement and awareness among middle school students.

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2. Alamo Future Fest – Date TBD
 - a. Designed for opportunity/disconnected youth (not currently working or in school), this event will offer career exploration, industry exposure, and pathways to employment, college programs, vocational training, and certifications.
 - b. Employers looking to hire from this population will be invited.
3. Youth Apprenticeship Week Event – May 5-9, 2025
 - a. Part of the nationwide Youth Apprenticeship Week (YAW) initiative, which highlights the value of Registered Apprenticeships for youth ages 16-24.
 - b. Focused on engaging rural communities and promoting regional apprenticeship programs.
4. National Intern Day Celebration – July 24, 2025
 - a. Aimed at high school juniors, seniors, and college students, this event will connect youth with internship opportunities to reinforce skills through work-based learning.
 - b. Employers will showcase available internships to foster real-world experience and career readiness.

Additional Youth Engagement Initiatives

- Ongoing Outreach Efforts
 - The Youth Team has launched a series of outreach activities, including TX FAME promotions and Workforce One engagement, to strengthen youth participation.
 - Continued efforts will focus on maximizing community impact.
- Upcoming Outreach Events
 - San Antonio Stock Show & Rodeo Ag-Mechanics Trade Show (February 21-22, 2025) – WSA's Youth Team will engage students interested in skilled trades.
 - 5th Annual Trades Discovery Day (March 1, 2025) – Hosted at the Boys & Girls Club's Eastside Clubhouse, this event will provide youth (ages 13-18) with hands-on experiences in trades such as plumbing, electrical work, and demolition.
 - Alamo City Electrathon (ACE) Race (April 12, 2025) – WSA is seeking sponsors and event-day volunteers for this STEM-focused event at the San Antonio Police Academy Training Center.
 - Alamo Helping Hands- On February 6, 2025 WSA will host Northside, Edgewood, Harlandale, SAISD, and South San School Districts at Pre-K 4 SA designed to increase awareness of available disability services, provide career and education resources, and foster inclusive employment opportunities. This event will empower individuals by offering valuable



information on education, employment, and community support, helping them achieve greater independence and career success.

Alternatives: N/A

Fiscal Impact: WSA's strategic investments in staff and career exploration events create lasting impact by equipping youth and their families with the knowledge and resources needed to pursue sustainable careers. By empowering young individuals with viable career pathways early on, these efforts reduce long-term reliance on social programs and build a stronger, self-sufficient workforce for the future.

Recommendation: To continue to partner with other youth-serving organizations and schools, leverage resources, maximize efforts for increased youth attendance, and overall reach the highest number of youth and expose them to Workforce Solutions Alamo, the YES! Program, and most importantly, career pathways.

Next Steps: Continue with the planning of the upcoming youth events and discuss what the partnership with partner agencies consists of for next program year's events.



MEMORANDUM

To: Youth Committee

From: Adrian Lopez, CEO

Presented By: Kristen Rodriguez – Interim Director of Procurement and Contracts Management

Date: February 7, 2025

Subject: RFP's for Business Services

Summary: Discussion: Workforce Solutions Alamo (WSA) – Board Staff is presenting the scope of work proposed for the upcoming Request for Proposal (RFP) to support the Workforce Solution Alamo (WSA) in meeting its strategic workforce development goals. The tasks outlined below will contribute directly to improving sector-based partnerships, optimizing the delivery of business services, and ensuring measurable impact in alignment with workforce engagement strategies. The objective is to enhance WSA's capacity to meet the evolving needs of employers, align with industry's best practices, and strengthen relationships with key partners.

Scope of Work:

1. Support for WSA CEO Related to WSA Board Officer Goals

- **Work Plan Development:** The creation of a comprehensive work plan will support the strategic engagement of both WSA Board staff and contractors. This engagement will focus on developing partnerships that address workforce needs across multiple sectors, ensuring that stakeholders are aligned and mobilized for action.
- **Industry Sector Strategies:** By reviewing and validating existing sector charters and strategies, we ensure that each partnership is aligned with the current business and workforce demands. This provides clarity and direction to the workforce's development efforts, ensuring that each sector's needs are being met in a meaningful and impactful way.

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- **Quarterly Reporting Templates**: The development of reporting templates will enable WSA to track progress against defined goals, providing transparency and accountability for each sector partnership. Regular reporting ensures that progress is monitored and enables the adjustment of strategies to stay aligned with workforce engagement goals.
- **Partnership Goal Alignment**: Defining clear and measurable goals for each partnership ensures that the initiatives are meaningful and impactful for employers. This fosters a results-oriented approach to workforce engagement, where outcomes are directly tied to business needs and talent development.
- **New Sector Partnership Development**: Developing new sector partnerships as needed will enable WSA to expand its reach and impact, engaging with sectors that require tailored workforce solutions and facilitating further alignment with industry-driven workforce engagement.

2. **Advising CEO and COO on Organizing Board and Career Center Contractor Business Services**

- **Roles and Responsibilities Definition**: Clarifying roles and responsibilities within the WSA Board and Career Center contractors will promote efficiency and effective service delivery. Clear roles also ensure that each entity involved in workforce engagement understands their contribution to meeting employer needs.
- **Best Practices Research**: Conducting research on talent sourcing and management best practices, particularly in partnership with local Chambers of Commerce, will enable WSA to adopt strategies that are proven to drive success in the private sector. This aligns with our goal of improving workforce engagement by leveraging insights from those with expertise in managing talent pipelines.
- **Partnership Proposal Development**: Developing partnership proposals for collaboration with local Chambers of Commerce will provide an actionable plan to strengthen relationships with key regional stakeholders. This collaboration will support the workforce engagement strategy by aligning workforce development efforts with the needs of local employers and businesses



These efforts will help ensure that WSA continues to play a leading role in meeting the workforce development challenges faced by local industries, while driving measurable and impactful outcomes for employers.

Next Steps: Once SOW is reviewed and approved procurement department will

1. Develop a Solicitation Timeline
2. Publish the RFP on Bonfire and ESBD
3. Conduct pre bid conference with interested vendors
4. Evaluation of proposal(s)
5. Bring recommendation to the Audit and Finance committee if need board approval
6. Award contract



MEMORANDUM

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From: Adrian Lopez, CEO

Presented By: Victoria Rodriguez, Director of Workforce Services

Date: February 7, 2025

Subject: Update on JET Grants

Summary: The Jobs and Education for Texans (JET) Program provides grants to purchase and install equipment for career and technical education (CTE) courses that lead to a license, certificate, or post-secondary degree in high-demand occupations. Educational institutions can apply for JET funding through a competitive grant process.

Eligible applicants include:

- Public junior, state, or technical colleges
- Texas Independent School Districts (ISDs) in partnership with a public junior, state, or technical college
- Open-enrollment charter schools in partnership with a public junior, state, or technical college
- Windham School District

WSA supports schools applying for JET grants by providing the Preapproved Standard Occupation Classification (SOC) List, which identifies in-demand occupations across the Alamo region. As local workforce and labor market experts, WSA assists applicants in selecting appropriate SOCs, proposing workforce-relevant credentials, and strengthening program narratives with data insights.

Analysis:

On December 4, 2024, Governor Greg Abbott announced 60 career training grants totaling over \$15 million to Texas higher education institutions and ISDs to prepare students for high-demand, well-paying jobs.

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The Alamo region received four JET grants for FY24, totaling \$1,181,619:

- Alamo Colleges District-San Antonio College – \$332,507 to train 250 students as software developers and software quality assurance analysts
- Boerne ISD – \$319,709 to train 200 students as registered nurses
- Dilley ISD – \$179,403 to train 76 students as welders
- Harmony Schools South Texas – \$350,000 to train 100 students as licensed practical and vocational nurses
- These investments are projected to generate a total economic impact of \$23,159,748 in the region.

2025 JET Grant Application

For FY2025, the JET program has allocated approximately \$15 million in grant funding. Applications opened on December 2, 2024, and closed on January 29, 2025.

WSA received requests for assistance and intent-to-apply notices from three regional schools:

- San Antonio ISD – Automotive Service Technicians and Mechanics
- San Antonio College – Computer and Information Systems Managers
- Pearsall ISD – Welding

Alternatives: N/A

Fiscal Impact: Total Alamo Region awarded amount: \$1,181,619 and total economic impact is \$23,159,748.

Recommendation: To continue WSA staff efforts on informing potential applicants of funding opportunities to maximize regional outcomes and partnerships.

Next Steps: WSA will continue supporting schools applying for JET grants by providing workforce data, verifying in-demand occupations, and helping applicants propose valuable credentials that align with regional labor market needs. This ongoing effort ensures that educational institutions secure the resources needed to train students for high-demand careers and strengthen the Alamo region's workforce.



MEMORANDUM

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From: Adrian Lopez, CEO

Presented By: Victoria Rodriguez, Director of Workforce Services

Date: February 7, 2025

Subject: Update on CTE

Summary: Perkins V is a federal mandate requiring states receiving federal Career and Technical Education (CTE) funds to align programs of study with high-wage, in-demand, and high-skill occupations. The Division of College, Career, and Military Preparation collaborates with workforce leaders, secondary and higher education institutions to develop and update CTE programs of study. These programs integrate coherent course sequences, industry-based certifications, and work-based learning opportunities to prepare students for high-demand careers in Texas.

The refreshed programs of study were implemented beginning with the 2024-2025 school year.

Analysis: The Regional Programs of Study include:

- Agriculture, Food, and Natural Resources
- Architecture and Construction
- Arts, Audio Visual Technology, and Communications
- Business, Marketing, and Finance
- Education and Training
- Energy
- Health Science
- Hospitality and Tourism
- Human Services
- Information Technology
- Law and Public Service
- Manufacturing
- Engineering

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- Transportation, Distribution, and Logistics

In 2021, the Texas Education Agency (TEA) CTE team developed an interactive platform to map programs of study across Texas. The 2021 release was based on self-reported 2019-2020 data, with an additional 2020-2021 concentrators and completers dataset now available on TEA's CTE website.

Currently, there has been no further statewide update, but WSA is proactively developing a Program of Study Mapping for all 53 school districts in the Alamo region to ensure alignment with regional workforce needs.

Alternatives: N/A

Fiscal Impact: N/A

Recommendation: WSA will map the current CTE programs across the region to identify gaps and address the needs of local school districts. Additionally, this mapping will help forecast future workforce skills, providing employers with valuable insights to align talent development with industry demands.

Next Steps: Consistent with the Carl D. Perkins Career and Technical Education Act of 2006, WSA will continue to fully support the academic and career and technical skills of secondary education students and postsecondary education students who elect to enroll in career and technical education programs.