

## CAPITAL AREA BOARD OVERSIGHT CAPACITY RATINGS

The Texas Workforce Commission's annual evaluation of each Board's oversight capacity. Boards are assigned a rating of Meets Standards or Below Standards for each of the following six categories.

### (1) Develop, maintain, and upgrade comprehensive fiscal management systems

Meets

- ✓ Does the Board have fiscal management systems in place that include appropriate fiscal controls?
- ✓ \* Does the Board, during its regularly scheduled meetings, include a quarterly review of the financial status of the Board and its service provider, for all funding sources it administers?
- ✓ Have single audits been free of Material Weaknesses?

### (2) Hire, train, and retain qualified staff to carry out the Board's oversight activities

Meets

- ✓ Has the Board been certified?
- ✓ \* Has the Board hired or retained qualified staff (Executive Director, Chief Financial Officer, Program Director, Contract Management Staff, Monitoring staff) to oversee contractor?

### (3) Select and oversee local contractors to improve the delivery of workforce services

Meets

- ✓ Does the Board have an effective formal procurement process, and has the Board been following this process?
- ✓ Does the Board have a certified monitoring function in place to oversee contractor?
- ✓ The Board has no disallowed costs exceeding 1% of allocation (non-self-reported).
- ✓ The Board has no disallowed costs exceeding 1% which resulted in repaying funds.

### (4) Oversee and improve the operations of Workforce Solutions Offices in the Board's service area

Meets

- ✓ Does the Board have certified Workforce Solutions Office(s)?
- ✓ \* Can the Board provide documentation demonstrating that it has policies in place to address service improvement, such as the initiation of performance improvement or service improvement plans when performance issues are identified with the local contractor?
- ✓ \* Has the Board applied its service improvement policy when necessary?

### (5) Manage the contractors' performance across multiple Board programs

Meets

- ✓ Did the Board meet target on at least 80% of its contracted performance measures?
- ✓ Is the Board within 35% of target on all contracted performance measures?
- ✓ \* Does the Board hold performance oversight meetings, do performance reviews, or during its regularly scheduled meetings include a review of its status on contracted performance measures at least 4 times throughout the year?

### (6) Identify and resolve long-standing or severe Board oversight problems and workforce service provider performance issues

Meets

- ✓ The Board did not miss target on the same performance measure two years in a row.
- ✓ The Board does not have any unresolved material weaknesses discovered through a single audit.
- ✓ The Board has not been placed on an Intent to Sanction or a Sanction.

## COMMUNITY IMPACT STATEMENT

**A written statement from each Board summarizing their impact on and relationship with the local community and economy. Specify how the Board's efforts demonstrate and contribute to an effective workforce system by engaging employers, helping workers find jobs, and ensuring good fiscal stewardship.**

WFS is the workforce board serving the Austin/Travis County area, which administers and provides oversight of CCDF funding, as well as local child care funding and WIOA funding. In Texas, workforce boards also administer TANF, SNAP E&T, and Wagner Peyser funds. With an annual budget of approximately \$40 million, WFS oversees the service delivery and planning of federal and local workforce and child care services. Having workforce, training and child care services under one contract and within the same building allows for seamless services to the participants and effective communication between workforce staff, child care staff and training providers. On an annual basis, WFS produces a Training Effectiveness Matrix that evaluates the effectiveness of training funded by our workforce dollars. The matrix details the rate at which customers enter employment related to training, but also the dollars brought back into the community through increased wages. Furthermore, in June 2017, WFS Capital Area launched the Austin Metro Area Master Community Workforce Plan, with an objective to help 10,000 residents living at or below 200 percent of poverty to secure middle-skill jobs by 2021. To achieve this goal, WFS Capital Area and its community partners will increase awareness of middle-skill occupations and help direct individuals to enroll in these postsecondary training programs. Also, WFS will help equip individuals with the skills they need to complete training, earn credentials, and obtain employment in local middle-skill jobs. Finally, WFS will assist frontline workers in acquiring skills to advance into middle-skill jobs, while working towards the abovementioned goal.

- ✓ = Meets Standards
- X = Below Standards
- \* = Board Attestation