CONCHO VALLEY WORKFORCE DEVELOPMENT BOARD

AGENDA

Thursday October 29, 2026, at 2:00pm- Hybrid (In person and Teams option)

NOTE: The Concho Valley Workforce Development Board may discuss, deliberate, and take all appropriate action on any matter listed on this Agenda.

This meeting, associated recordings, and minutes are subject to the Open Records Act. *Texas Public Information Act that satisfies the legal requirements of Government Code, Chapter 551.*

Special Instructions- Per DIR and Secretary of State Guidelines-Online notices for any open meeting hosted in person and held partially or fully by webinar or teleconference must include a toll-free dial-in number or a free-of-charge videoconference link in addition to and included in the agenda packet. The meeting must allow for two-way communication to the public. This meeting, to be of record must be recorded. All members and attendees must announce who they are when speaking during the session to be recorded. Please announce your votes as well as place them in the chat box to be counted.

Mission: ***the mission of the Concho Valley Workforce Development Board (CVWDB) is to promote the economic wellbeing of all residents through the delivery of employer-driven and customer-centered services. It is the intention of the board to ensure that every CVWDB resident has the opportunity to work in his or her chosen field at their highest desired capacity, and that each business' workforce is trained and ready as responsible employees. More details can be found in the Concho Valley Local Workforce Development Board Plan.***

"***Enhancing the workforce one person, one business, one opportunity at a time***"

OPEN SESSION

Host meeting address (In person): Workforce Solutions Office, 202 Henry O Flipper St. San Angelo, Texas room 103

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Join the meeting now
Meeting ID: 250 084 337 880 18
Passcode: AS6HV7TE
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For organizers: Meeting options | Reset dial-in PIN

Agenda

- Board Meeting - Call to Order
- Determination of Quorum
- Comments from CEO's
- Comments from Visitors *(limit 5 minutes)*
- Presentations – (No presentations at this time)
- Consider Approval of Consent Agenda Items **(Board Vote Required)**
  1. Approval of August 27, 2026, Board Minutes
  2. Approval of CVWDB ES 26-01 Change 1, Unemployment Insurance Weekly Work Search Contact Requirements **(Board Vote Required)**
  3. Financial Statements – August 2026
  4. Contract Outstanding Report – August 2026
  5. Monitoring Program Updates

All items listed under the Consent Agenda are considered routine and will be approved in one single motion unless a board member requests that an item be removed for separate discussion.

Consider Report From: **Executive Committee:**

- Board Chair- Board Member Updates
- Board Chair- New Mason County Judge
- Board Chair- Board Member Conflict-of-Interest Updates
- Board Chair-December Board Meeting Update
- Executive Director- Board Staff Update and Reorganization
- Executive Director- TWC Monitoring Update
- Executive Director- Contractor Update
- Executive Director-Annual TWC Conference
- Executive Director- Grant Updates

Consider Report From: **Economic Development and Education Committee:**

- Workforce Updates
  - Workforce Programs
    - Program updates
    - Performance updates
  - Business Services
    - Program updates
    - Performance updates
  - Childcare Programs
    - Program Updates
    - Performance Updates
    - Child Care Advisory Council Update

Consider Report From: **Finance/Oversight/Cyber Governance Committee:**

- Cyber Governance Review

- Cyber Ready Clinic Assessment Results

- Finance Review
  - BCY 2026 Board Single Audit Update
  - BCY 2027 Board Budget (**Board Vote Required**)

Report from SERCO/Workforce Solutions: **Provided by Project Director**

- Contractor Updates

EXECUTIVE/CLOSED SESSION (If needed)

If during the course of this meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board shall convene in such executive session or closed session in accordance with the Texas Open Meeting Act, Texas Government Code Title 5 Chapter 551. All final votes, actions, or decisions shall be taken in an open session.

OPEN SESSION (CONTINUED)

- Consideration of Possible Action Regarding Matters Executive/Closed Session, (*If needed)*
- Board Member/Community Input
- Future Agenda Items (*contact CVWDB office*)
- Selection of Subsequent Meeting Date (December 3, 2026)
- Announcements
- Adjournment of Regular Meeting (***Board Vote Required***)

Signed by:

Nolan A. Sosa 10/21/2026 _____

Nolan Sosa Ph.D., Board Chairman Date Time

Concho Valley Workforce Development Board is an Equal Opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. If you require special accommodations, please email accommodations at cvworkforce.org or call 1-800-996-7589. *Relay Texas @ 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).*

Workforce Solutions Concho Valley
FY2027 Budget
For the period ending September 30, 2027

	A	D	D-A	(D-A)/A
	Annual Budget 2026	Proposed Annual Budget 2026_2027	Dollar Change	Percentage Change
REVENUES				
Grant revenue - federal/state	$ 10,934,723.70	$ 11,973,458	$ 1,038,734	9%
Contract revenue	$ 409,427.56	404,015	$ (5,413)	-1%
Misc. Income/Donations	$ -	-	-	-
Interest income	$ -	0	-	0%
Total revenues	$ 11,344,151.26	$ 12,377,473	$ 1,033,321	9%
EXPENSES - OVERSIGHT AND MANAGEMENT BUDGET				
PERSONNEL				
Salaries/Wages	$ 971,824.56	$ 1,066,255	$ 94,431	9.72%
Payroll taxes	$ 77,074.97	83,264	6,189	8.03%
Fringe Benefits	$ 272,781.87	321,913	49,131	18.01%
Total personnel	$ 1,321,681.40	$ 1,471,433	$ 149,751	11.33%
FACILITIES/RELATED EXPENSES				
Rent	$ 81,649.35	$ 95,438	$ (13,789)	-16.89%
Other admin cost	$ -	0	0	0.00%
Total facilities/related costs	$ 81,649.35	$ 95,438	$ (13,789)	-16.89%
EQUIPMENT/RELATED EXPENSES				
Equipment purchases	$ 8,625.00	$ 21,170	$ (12,545)	-145.45%
Furniture purchases	$ -	0	0	-
Equipment - rental	$ 475.00	563	(88)	-18.53%
Equipment - lease	$ 3,750.00	3,261	489	
Equipment - maintenance	$ 3,420.00	3,500	(80)	-2.34%
Software - license	$ 40,537.46	27,648	12,889	31.80%
Software - maintenance	$ -	0	0	-
IT/Cyber Security	$ 6,584.19	6,652	(68)	-1.03%
Depreciation	$ 5,775.00	0	5,775	100.00%
Total equipment/related expenses	$ 69,166.65	$ 62,795	$ 6,372	9.21%
GENERAL OFFICE EXPENSE				
Advertising/Recruitment	$ 9,900.00	$ 1,000	$ 8,900	89.90%
Bank Service Fees	$ 300.00	100	200	66.67%
Communication expense	$ 11,545.56	12,559	(1,014)	-8.78%
Contract Labor	$ 2,450.00	14,280	(11,830)	-482.86%
Insurance	$ 8,424.30	4,529	3,895	46.24%
Internet service	$ -	500	(500)	-
Memberships & dues	$ 5,215.00	1,500	3,715	71.24%
Miscellanous Fees	$ 2,500.00	3,000	(500)	-20.00%
Other	$ 10,000.00	10,000	0	0.00%
Office supplies	$ 6,000.00	10,000	(4,000)	-66.67%

Postage & delivery	$	125.00		125		0	0.00%
Printing	$	500.00		500		0	0.00%
Subscription fees	$	435.64		0		436	100.00%
Total general office expense	$	57,395.50	$	58,093	$	(698)	-1.22%
PROFESSIONAL SERVICES							
Accounting fees	$	3,645.56	$	3,500	$	146	3.99%
Auditing fees	$	38,000.00		38,000		0	0.00%
Consulting fees	$	35,000.00		35,000		0	0.00%
Legal fees	$	2,000.00		2,000		0	0.00%
Total professional services	$	78,645.56	$	78,500	$	146	0.19%
STAFF TRAVEL/DEVELOPMENT EXPENSES							
Staff travel	$	20,000.00		25,000	$	(5,000)	-25.00%
Staff training/development	$	9,400.00		14,650		(5,250)	-55.85%
Other	$	-		0		0	0.00%
Total staff travel/development expenses	$	29,400.00	$	39,650	$	(10,250)	-34.86%
BOARD EXPENSES							
Board member travel	$	3,550.00	$	2,400	$	1,150	32.39%
Board member training/development	$	1,100.00		1,100		0	0.00%
Total board expenses	$	4,650.00	$	3,500	$	1,150	24.73%
Reserve	$	10,000.00	$	35,795	$	(25,795)	-257.95%
TOTAL OVERSIGHT AND MANAGEMENT	**$**	**1,652,588.46**	**$**	**1,845,204**	**$**	**106,887**	**6.47%**
FACILITY AND INFRASTRUCTURE BUDGET							
Facility related occupancy	$	225,139.55	$	226,899	$	(1,759)	-0.78%
Equipment	$	45,086.00		55,880	$	(10,794)	-23.94%
Equipment rental	$	4,763.28		17,400	$	(12,637)	-265.29%
Equipment lease	$	13,057.56		10,952	$	2,106	16.13%
Equipment maint	$	7,920.00		8,590	$	(670)	-8.46%
Software related	$	24,974.95		21,314	$	3,661	14.66%
Contract Labor	$	-		-	$	-	-
Communications	$	19,829.89		17,383	$	2,447	12.34%
Info Technology - Cyber Security	$	25,190.81		25,121	$	70	0.28%
Outreach	$	-		-	$	-	-
Postage	$	4,500.00		1,950	$	2,550	56.67%
General office (supplies,insurance,building maint/secur,subscript	$	15,501.14		19550.44	$	(4,049)	-26.12%
Professional Services	$	-		-	$	-	-
Website	$	1,980.00		2,000	$	(20)	-1.01%
Training Related Costs	$	750.00		507	$	243	32.40%
Other	$	-		-	$	-	-
Quality - CCQ/CQF	$	583,187.00		492,504	$	90,683	15.55%
Depreciation	$	7,000.00		-	$	7,000	100.00%
Reserve	$	12,000.00		54,090	$	(42,090)	-350.75%
	$	-		-			
TOTAL FACILITY AND INFRASTRUCTURE	**$**	**990,880.18**	**$**	**954,140**	**$**	**36,740**	**3.71%**
SERVICE DELIVERY BUDGET							

Reserve unobligated				
Projects	$ -	-	-	-
Career center management	$ 1,518,128.75	1,658,411	(140,283)	-9.24%
Child care management	$ 806,179.00	700,000	106,179	13.17%
Direct client - career center	$ 550,000.00	550,000	-	0.00%
Direct client - child care	$ 5,312,086.00	5,169,658	142,428	2.68%
TOTAL SERVICE DELIVERY	**$ 8,186,393.75**	**$ 8,078,069**	**$ 108,324**	**1.32%**
RESERVE	**$ 514,289.25**	**$ 1,500,059**	**$ 985,770**	**191.68%**
TOTAL EXPENSES	$ 11,344,151.64	$ 12,377,473	$ 1,237,721	10.91%
CHANGE IN NET ASSETS	$ (0.38)	0	(204,399)	(0)

RECAP	Annual Budget 2026	Proposed Annual Budget 2026_2027	Dollar Change
Oversight and management	$ 1,652,588.46	$ 1,845,204	$ 106,887
Facility and infrastructure	$ 990,880.18	954,140	36,740
Projects	$ -	0	0
Service delivery contractors	$ 2,324,307.75	2,358,411	(34,104)
Direct client - career center	$ 550,000.00	550,000	0
Direct client - child care	$ 5,312,086.00	5,169,658	142,428
Reserve	$ 514,289.25	1,500,059	985,770
	$ 11,344,151.64	$ 12,377,473	1,237,721
Oversight and management	14.57%	14.91%	8.64%
Facility and infrastructure	8.73%	7.71%	2.97%
Projects	0.00%	0.00%	0.00%
Service delivery contractors	20.49%	19.05%	-2.76%
Direct client - career center	4.85%	4.44%	0.00%
Direct client - child care	46.83%	41.77%	11.51%
Reserve	4.53%	12.12%	79.64%
	100.00%	100.00%	100.00%