

# HANDOUTS

Joint WDB & WGB Meeting & Awards Celebration

*February 12, 2025*



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**WORKFORCE SOLUTIONS FOR TARRANT COUNTY  
WORKFORCE DEVELOPMENT BOARD COMMUNICATION**

Date: February 12, 2024

**Action Item**

**Submitted by:** Lillie Biggins, Investment Committee Chair

**Briefing Item**

**Committee Report**

**Prepared by:** Mark Tristan, Director of Finance

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**Action Requested:**

Accept the Workforce Investment Committee Report.

**Discussion:**

The Workforce Investment Committee met on February 5, 2025.

***Approve the Minutes from the August 23, 2024 Investment Committee Meeting***

The committee approved the Minutes from the August 23, 2024 meeting.

***Accept the December 2024 Financial Report***

The committee was briefed on the December 2024 financial report which reflects that overall expenditures for the first quarter of the fiscal year are at acceptable levels for personnel, operations and direct client services.

Staff discussed current expenditure levels by activity and highlighted areas that were slightly above the 25% first quarter benchmark. Board Operations expenditures are historically elevated early in the fiscal year as annual non-recurring expenditures for insurance premiums and software licenses have been incurred. Work Experience funding has also been well utilized at the beginning of this year, particularly in the Youth program.

Committee members were ensured that staff will continue to monitor overall fund utilization as FY25 continues.

The Committee accepted the December 2024 Financial Report and will forward the recommendation to the full Board.

For additional information on this item, please refer to the consent agenda action item communication.

***Approve Fiscal Year 2025 Budget Revision #1***

Since the original Fiscal Year 2025 budget was adopted last August, funding updates to the budget are now necessary due to increases in award amounts (\$15 million) and the final resulting carryover from the closing of FY24 (\$2 million decrease). Combined, the staff has outlined by fund source the total projected increase of \$13,093,341 to the FY25 budget.

Of the increase presented today, staff explained that the majority of these funds can be attributed to additional funding received in the Child Care program to provide additional child care and to fund Child Care quality activities. This Child Care increase totals nearly \$13 million. In addition, the Vocational Rehabilitation Summer Earn and Learn project was recently continued at nearly \$1.4 million, as well as the Re-Employment Services and Eligibility Assessment program at over \$600 thousand.

Committee members expressed interest in the current state of ongoing federal funding discussions and the potential changes that may impact workforce development in the current year

and beyond. As this funding landscape is constantly in flux, staff will maintain current operations “as-is” and will continue to gather ongoing information as changes arise.

Staff also briefed the committee on the carryover reduction of \$2.5 million in the Child Care program which resulted from the FY24 plan to attrition the increased enrollment numbers brought about during the COVID years. While Board staff implemented effective practices locally to reduce expenditures, a combination of TWC funding reductions resulted in a funding deficit at year-end. In discussions with TWC, it was agreed that there were systematic flaws that contributed to this result and that TWC would cover all deficits with FY25 funding.

The Committee approved Fiscal Year 2025 Budget Revision #1 and will forward the recommendation to the full Board.

For additional information on this item, please refer to the agenda action item communication.

***Other Business / Adjourn***

Staff informed the Committee that the FY26 Budget Workshop (9am) and the subsequent Investment Committee meeting (10am) have been scheduled for August 22, 2025.

With no further discussion, the meeting was adjourned.

**Fiscal Impact:**

Please refer to specific agenda item communications for the fiscal impact of each item.



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**A RESOLUTION OF THE BOARD OF WORKFORCE SOLUTIONS FOR TARRANT COUNTY DESIGNATING EMPLOYEES AUTHORIZED TO SIGN FOR AND ACT ON BEHALF OF THE BOARD WITH REGARD TO DEPOSITORY ACCOUNTS WITH FROST BANK, IDENTIFYING THE SIGNATURES OF SUCH AUTHORIZED EMPLOYEES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Workforce Solutions for Tarrant County (“WSTC” or “Organization”) is a local workforce development board created pursuant to the requirements of Chapter 2308 of the Texas Government Code; and

**WHEREAS**, WSTC has previously designated employees of the Organization to serve as designated signatories for all authorized depositories of the Organization; and

**WHEREAS**, the members of the board (“Board”) now desire to replace all former designations with a new designation of employees of the Organization to serve as designated signatories for all authorized depositories of the Organization.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF WORKFORCE SOLUTIONS FOR TARRANT COUNTY, TEXAS THAT:**

**SECTION 1.** This resolution shall supersede and take the place of any prior resolution of the Board authorizing and designating employees who can sign for withdrawal of Organization funds, with Frost Bank, and any such prior resolutions are hereby rescinded and revoked.

**SECTION 2.** Only the employees designated in this resolution shall henceforth be and they are hereby authorized to execute checks, drafts or other instruments for withdrawal of Organization funds.

**SECTION 3.** Such authorized employees of WSTC, any two of whom shall be authorized to jointly sign such drafts, checks and other instruments for withdrawal of Organization funds, are the following employee(s), to wit:

- \_\_\_\_\_, Executive Director
- Jill Navarrete, Assistant Director
- Jack Cummings, Senior Director, Contracts and Budget
- Douglas Arnold, Quality and Monitoring Director

which authorization shall apply to Frost Bank, or its successors, and any other bank that is or becomes an authorized depository bank of WSTC.

**SECTION 4.** The genuine signatures of the aforesaid designated employee(s), any two of whom may jointly act for WSTC, as above provided in this resolution, are as follows:

**NAME**

**SIGNATURE**

\_\_\_\_\_

\_\_\_\_\_

Jill Navarrete

\_\_\_\_\_

Jack Cummings

\_\_\_\_\_

Douglas Arnold

\_\_\_\_\_

**SECTION 5.** Said above names, banks, and any other authorized depository of the Organization, to which a signed and certified copy of this resolution is delivered, shall be entitled to rely upon this resolution and the signatures herein shown until said bank shall receive notice of a change of said designated employees, or in the authority hereby granted said employees, respectively.

**SECTION 6.** This Resolution shall be in full force and effect from and after the date of its passage and it is so resolved.

**PASSED AND APPROVED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

**Workforce Solutions for Tarrant  
County**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date