



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 35

**Agenda Date:** September 29, 2022

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

This ordinance will approve the acceptance of funds upon award from Workforce Solutions Alamo in the amount of \$120,244,222.00, approve total program budget of \$123,931,093.00 for FY 2023 Child Care Services Program.

**SUMMARY:**

This ordinance authorizes budgetary, grant, and associated contract related actions for the City's FY 2023 Child Care Services (CCS) Program, including:

- a) acceptance, upon award of a grant from Workforce Solutions Alamo in the amount of \$120,244,222.00 for the period of October 1, 2022 through September 30, 2023;
- b) a total program budget of \$123,931,093.00 including an in-kind match of up to \$3,686,371.00 and \$500.00 from program income, and a personnel complement of 62 positions; and
- c) approval for the Director of the Department of Human Services to execute any and all documents related to acceptance of this grant, to include acceptance of additional grant funds, if awarded, and in-kind funds as available in the City's budget, in amounts up to 20%.

**BACKGROUND INFORMATION:**

For over 30 years, the Department of Human Services (DHS) has managed the CCS program in Bexar and 12 rural counties comprising the Alamo Workforce Development Areas. The program provides subsidized childcare for families meeting income and other qualification requirements. To date in FY 2022, the CCS program served 16,093 unduplicated children. On average, 12,171 children were served daily with over 5,464 children on a waitlist to receive subsidized childcare.

The Texas Workforce Commission (TWC) administers the State's subsidized childcare program through the U.S. Department of Health and Human Services (HHS), Child Care Development Block Grant. TWC determines the allocation for childcare services based on federal appropriations, local needs, and contracts with Workforce Solutions Alamo (WSA), the local workforce development board, to implement the program. Through a competitive Request for Proposal (RFP) process, WSA awards contracts with local agencies to provide program services.

On April 30, 2021, WSA issued a Request for Proposals for Fiscal Year 2022, with possibility of extension for up to three one-year periods. DHS received approval to apply on May 13, 2021 and was awarded for Fiscal Year 2022, and has received a renewal extension for Fiscal Year 2023.

The CCS Program is currently serving 12,239 children with a waitlist for services of 3,188 families or 4,536 children. FY 2023 will require an increase in the contract performance measure, and therefore, a significant increase in funding, requiring the program to enroll and maintain an additional 1,200 children in care.

## **ISSUE:**

This ordinance authorizes acceptance of grant funds in the amount of \$120,244,222.00 for the period of October 1, 2022 through September 30, 2023 with a total program budget of \$123,931,093.00. The total budget includes program income of \$500.00 and up to \$3,686,371.00 of in-kind match funds from the City of San Antonio that is comprised of After School Challenge program, Youth Delegate Agencies, and PreK4SA which support early childhood and after school delegate agency contracts.

Awarded funding will provide operational costs including a personnel complement of 62 positions and direct childcare subsidy payments to 579 childcare vendors. Currently, CCS services are primarily provided to low-income families, parents enrolled in the WSA Workforce Choices Program (Choices) and those referred from the Texas Department of Family Protective Services, Child Protective Services (CPS) system. Additionally, children are enrolled in CCS for a minimum of 12 months to ensure continuity of care for vulnerable children.

This ordinance requests two permanent administrative associate positions to assist with the increase in transactions as a result of enrolling an additional 1,200 children. The Administrative Associates will support the CCS program and improve customer service, specifically in the call center, where increased enrollment and special projects has added extra burden to this team. Additionally, the two permanent positions will reduce the number of temporary staff that CCS currently utilizes to conduct day to day operations due to increases and special projects made in

FY 2022.

The request will also add one permanent Management Analyst. Workforce Solutions Alamo has requested this additional position to serve as the sole individual responsible for maintaining and addressing all data and reporting requirements as required by TWC. This position will increase the amount and use of data in day to day operations, and will also conduct internal monitoring with a focus on analytical data which will increase overall program success and quality.

**ALTERNATIVES:**

Should authority to accept funding not be approved, WSA would award funding to another agency to provide child care services to the Alamo Workforce Board Area. Such an action may delay the provision of services to the community and may negatively impact currently enrolled children and families.

**FISCAL IMPACT:**

This ordinance authorizes the acceptance of grant funds in the amount of \$120,244,222.00 for the period of October 1, 2022 through September 30, 2023. Required program match includes up to \$3,686,371.00 of in-kind funds comprised of City of San Antonio funding and \$500.00 from program income. Contractual funding will be allocated from this award and the grant will also support a personnel complement of 62 City positions in the Department of Human Services.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing budgetary, grant and contract related items for the FY 2023 CCS Program. Continuation of program operations will ensure uninterrupted services to the community.