



workforce  
SOUTHWEST WASHINGTON

**WSW BOARD OF DIRECTORS MEETING**  
**Wednesday, December 8, 2021**  
**4:00 pm to 6:00 pm**  
**Zoom Meeting**

4:00 pm	Welcome, introduction of members, guests, and staff	
4:10 pm	Consent Agenda	Paige Spratt
	<ul style="list-style-type: none"><li>• Minutes, Contract, Policy Memos (Action required)</li></ul>	
4:15pm	WSW Finance	Renny Christopher
	<ul style="list-style-type: none"><li>• Treasurers Report</li><li>• Budget Revision Presentation (Action Required)</li></ul>	
4:30 pm	WSW Governance	A.D. Simmons
	<ul style="list-style-type: none"><li>• Board Officer Retirements</li></ul>	Ralph Clark
4:45 pm	CEO Report	Kevin Perkey Miriam Halliday
5:00 pm	Leadership Transition	Paige Spratt
5:35 pm	Vision for WSW	Miriam Halliday
5:45 pm	Public Comment	
6:00 pm	Adjourn	

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SOUTHWEST WASHINGTON

**WSW Board Meeting Minutes  
September 8, 2021  
4:00 p.m.  
Zoom Conference Call**

**Board Members Present:** Darcy Altizer, Chris Bailey, Mike Bridges, Bob Carroll, Renny Christopher, Monte Constable, Karin Edwards, Kelley Foy, Bob Gustainis, Ilona Kerby, Mara Kieval, Diane McWithey, Ted Sprague, Paige Spratt, Shannon Stull, Lee Tischer, and John Vanderkin.

**Board Members with Excused Absences:** Ben Bagherpour, Adrian Bryce, Ralph Clark, Eddie Martin, and A.D. Simmons

**Board Members with Unexcused Absences:** Jen Baker

**Guests Present:** Tim McGann, Lekha Fernandes, Tracy Doriot, Joseph Hennessey, Losipchak, Amanda Fisher, Becky Graff, Russell Brent, Jeff Swanson, and Susan Milke

**Staff Members Present:** Kevin Perkey, Kathy Ashley, Kollin Bell, Linda Czech, Denise Elliott, Amy Gimlin, Miriam Halliday, Betsy Hanrahan, Darcy Hoffman, Barri Horner, Alyssa Joyner, Kari Kollander, Julia Maglione, Sean Moore, Star Rush, Tamara Toles, Benton Waterous, and Traci Williams.

**Welcome, Introduction of Members, Guests, and Staff**

Chair Paige Spratt opened the meeting at 4:04 p.m. and welcomed everyone in attendance. Members, guests, and staff introduced themselves in the chat box.

**CONSENT AGENDA**

Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the minutes from the Council meeting held on June 9, 2021, Contract Memo, and Policy Memo; which included Memorandum of Understanding State Policy #1013-2, Supportive Service Policy #3005-7, Title I Adult and Dislocated Worker Follow Up Services Policy #3034-1, Data Element Validation Policy #3037, Dispute Resolution Policy #4007-2, Governor's Procedures for Determining Training Program Eligibility, Eligibility Handbook, Veterans Priority of Service Policy #3019-2, Training Handbook, WIOA Infrastructure Agreement State Policy #1024, Data Integrity and Performance Policy and Handbook 1020-1, WIOA Title I-B Administrative Sanctions State Policy #5406-1, and WIOA Title I-B Performance Sanctions State Policy #5415.

**Diane McWithey moved to approve the Consent Agenda as presented, second by Ilona Kerby. Motion carried.**

**WSW CEO SEARCH UPDATE**

Chair Spratt and Search Committee Chair Darcy Altizer updated the full board time timeline for the new CEO search. The timeline has been outlined with final interviews to take place mid-November.

WSW Board of Directors Meeting

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Job profile has been developed and published with the feedback from the board, staff, and stakeholders. Published and promoted on various platforms such as LinkedIn, Partners in Diversity, Macs List and HBCU. The Search Committee and GoodCitizen have their next mid-point meeting on September 16<sup>th</sup>. The search committee will send out updates on progress to the full board.

Questions and comments were addressed by Chair Spratt and Search Committee Chair Altizer.

## **WSW GOVERNANCE**

**Board Member Elections:** Mr. Perkey in the absence of Co-Governance Chair Ralph Clark and A.D. Simmons gave introductions of Lekha Fernandes, Employment Security Department; and Tracy Doriot, Doriot Construction LLC, sharing with the full board unique qualities that the Governance Board thought each perspective board member would bring to the WSW board. Tracy Doriot and Lekha Fernandes both gave thanks to the full board for the chance to serve on the board. A motion was entertained to approve both for Council terms beginning on September 8, 2021 through September 30, 2024.

**John Vanderkin moved to accept the nominations of Lekha Fernandes and Tracy Doriot to serve on the WSW Board of Directors as presented, second by Mike Bridges. Motion carried.**

## **WSW FINANCE**

Treasurer Renny Christopher presented the Treasurers Memo to the full board, mentioning that the Finance Committee of the WSW Board of Directors met on August 18, 2021 where 4<sup>th</sup> quarter spending and obligations reports for the fiscal year ending 6/30/21 (PY20) were reviewed and discussed.

- **WIOA Obligations:** DOL and Employment Security have waived the requirement to have 80% of the FY21/PY20 WIOA Adult, Dislocated Worker, and Youth grants obligated by 6/30/21. WSW has obligated 71%, 79%, and 62%, respectively, of those grants
- **Operations and Special Projects:** Spending for operations ended the year at 94.7% of the forecast budget total for PY20 ending 6/30/21 and special projects spending is at 50%.
- **Grant Budget vs Actual Spending:** Competitive and other state and federal cost reimbursement One pay for performance grant has expired with funds remaining.
- **Contract Spending and Performance:** Spending and performance for all ongoing contracts is being closely monitored and ongoing communication with subcontract recipients is underway to help facilitate the delivery of services.

Questions and comments were addressed by Treasurer Renny Christopher and WSW's COO Barri Horner.

## **WHERE ARE WE NOW? SWWA ECONOMIC RECOVERY PANEL CONVERSATION**

CEO Kevin Perkey shared with the board that this conversation will focus on the current status of our workforce in Southwest WA highlighting the student, business, and job seeker perspective.

- **State of the Economy** – Mr. Perkey shared with the board slides that Scott Bailey, ESD's economist provided to look at Southwest WA Economic Overview. The slides touched on unemployment benefits paid to SWWA residents over the last year, claimants were disproportionately female of people of color, and many industries have recovered as some of the key points.
- **Student Perspective** – Mandipa Masike, WSW's Future Leaders Intern recorded a video sharing the Southwest WA student perspective of what a quality job looks like to them and what they would want or expect from a business when they graduate and join the workforce.

- Job Seeker Perspective – WSW’s Director of Programs, Miriam Halliday introduced guest Tim McGann who touched on the PY20 enrollment monthly numbers at the WorkSource centers, the age range, education attainment, race, and gender of participants. What he has seen is a continued need for affordable and convenient childcare, an ability to say “no” to low paying jobs, and an increased desire for hybrid jobs. Miriam Halliday also introduced guest Jeff Swanson who talked with the full board about the childcare investments that WSW has been doing and the progress and struggles that they have encountered.
- Business Perspective – WSW’s Director of Business Services, Darcy Hoffman shared with the board the average hourly wage and the number of available online job postings currently available in SW Washington. WSW released an application for OJT’s and internships and received 19 applications with only 4 of the applications being from non-registered woman and minority owned businesses. Some of the ways that they business team has seen to boost employment is raising wages + hiring and retention bonuses, skills-based job descriptions and inclusive language, marketing positions to specific communities, and flexible and accommodating to meet employee needs. Also shared was the Community at Heart Hospitality’s 4-day Prep Cook Bootcamp that focuses on teaching basic culinary competencies for candidates new to the hospitality industry. The bootcamp prioritizes opportunity youth ages 18-24 and includes best match placement, ongoing mentoring, support services, standard kitchen attire and tools.

#### **PUBLIC AND BOARD COMMENT**

Tracy Doriot thanked the board and the WSW staff for the work being made.

#### **ADJOURNMENT**

With nothing further for the good of the order, Chair Spratt entertained a motion to adjourn the meeting at 5:48 p.m.

**Karin Edwards moved to adjourn the meeting at 5:48 p.m.**



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CONTRACT MEMO

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**DATE:** DECEMBER 1, 2021  
**TO:** MIRIAM HALLIDAY, CEO  
WSW BOARD OF DIRECTORS  
**FROM:** AMY GIMLIN, WSW CHIEF OPERATING OFFICER  
**RE:** CONTRACT/GRANT UPDATES (SEPTEMBER – NOVEMBER)

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WSW **modified** the following contracts:

- Modified Cowlitz County Habitat for Humanity's contract to terminate early per subcontractor request and withdraw from the EcSA – Thrive project. Contract will end December 3, 2021.

WSW **executed** the following contracts:

- Equus Workforce Solutions for \$898,095 to provide WIOA Title I Out of School Youth services to eligible youth in Clark County.
- Equus Workforce Solutions for \$274,269 to provide WIOA Title I Out of School Youth services to eligible youth in Cowlitz and Wahkiakum Counties.
- Equus Workforce Solutions for \$43,400 to provide Education and Employment Training Youth services to Clark County Juvenile Justice youth in Clark County.
- Equus Workforce Solutions for \$1,158,097 to provide WIOA Title I Adult and Dislocated Worker services to eligible job seekers in Clark, Cowlitz, and Wahkiakum Counties.
- Equus Workforce Solutions for \$526,024 to provide WIOA Title I One Stop Operator services and participant expenses in Clark, Cowlitz, and Wahkiakum Counties.
- Red Sea Road for \$4,860 to provide Equity, Diversity and Inclusion Training to our subcontractor staff.
- PointNorth Consulting for \$16,500 to facilitate focus groups for the upcoming WIOA Title I Adult and Dislocated Worker Request for Proposals.
- Equus Workforce Solutions for \$573,750 to provide Community Development Block Grant services through the Department of Commerce grant.

WSW **notification of grant award/execution:**

- WSW received notice of award for Department of Labor Career Dislocated Worker Grant. This grant was written in collaboration with our Regional Partners (CWWC). Total award for the region is \$2,329,992 and for Southwest Washington **\$490,440** to help align the public workforce system and childcare. This project will fill gaps and provide supports that are necessary in implement an effective workforce-child care program that can support families in poverty and open pathways into family-sustaining careers.
- WSW received notice of award from Key Bank for **\$20,000** to support residents in the fourth plain corridor.

**Board Approvals:**

- Increase Equus Workforce Solutions' contract for Rapid Response by \$5,500 for additional participant services. Total contract amount **\$288,641**.

- Increase Equus Workforce Solutions' contract for COVID- Disaster Relief by \$15,000 for additional cohort training. Total contract amount **\$351,951**.
- Increase Equus Workforce Solutions' contract for COVID- Disaster Employment Recovery by \$216,000 for additional cohort training. Total contract amount **\$719,567**.
- Increase Equus Workforce Solutions' contract for Thrive - EcSA by \$18,600 for additional career services. Total contract amount **\$499,327**.
- *Previously approved by Executive Board, notification for Board of Directors* - Subcontract with Equus Workforce Solutions to provide administrative support for Incumbent Worker Training to eligible employers in the tri-county area, total contract not to exceed **\$200,000**. Funding is Title I Adult and Dislocated Worker.



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## POLICY MEMO

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**DATE:** DECEMBER 1, 2021  
**TO:** MIRIAM HALLIDAY, CEO  
WSW BOARD OF DIRECTORS  
**FROM:** AMY GIMLIN, WSW CHIEF OPERATING OFFICER  
**RE:** POLICY UPDATES

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### **Title I Trade Act and Dislocated Worker Co-Enrollment Policy 3036-1**

Employment Security Department revised the state policy to clarify eligibility of Trade Affected Workers. The revision to the local policy also clarifies the “referral” process for staff to implement. During state monitoring, our current policy was found to be insufficient in directing staff.

Based on the approval process, this policy approval falls under **Tier 3 Executive Board** and **Full Board approval**.

#### **Tier 3 – Substantial**

Definition: Substantial revisions consist of significant revisions to a current policy or a State or Federal mandated “new” policy with local revisions made that will affect service delivery. These revisions require approval from both Executive Board and Full Board.

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### **Training Handbook Rev – 8**

WSW revised the OJT section of the handbook to reflect consistency between classroom training (ITA – Individual Training Account) and On-the-Job Training (OJT). Highlighted sentence below is the revision within the section.

For new hires, the job should be expected to last at least a year and provide at least thirty (30) hours of work each week. The wage in the Training Plan must be at the State minimum wage unless otherwise specified in the grant. **Post completion of On-the-Job Training it is expected that employees earn at or above 275% of the Federal Poverty Level (\$17.02 per hour).** Exceptions may be made on a case-by-case basis. Training need, training completion, and training length are determined trainee by trainee, using the OJT Training Plan Instructions.

WSW also revised the Incumbent Worker Training section to remove duplicate requirements to simplify for our service providers.

Based on the approval process, this policy approval falls under **Tier 3 Executive Board approved at the November 17<sup>th</sup> meeting** and **Full Board approval**.

#### **Tier 3 – Substantial**

Definition: Substantial revisions consist of significant revisions to a current policy or a State or Federal mandated “new” policy with local revisions made that will affect service delivery. These revisions require approval from both Executive Board and Full Board.

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### **Allowable Costs Policy 1001 – 2**

Revised this policy to show current WSW contact and ESD email to address concerns or questions.

Based on the approval process, this policy approval falls under **Tier 1** Executive Board and Full Board **notification**.

#### **Tier 1 – Minimum**

Definition: Minimum revisions consist of grammar, spelling, branding changes, State or Federal mandated adjustments, or a new State or Federal mandated policy with no local revisions. These revisions would not require Executive or Full Board approval but would be included in a notification memo.

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### **WIOA Infrastructure Agreement State Policy 1024-1**

This is a revision to the original policy to clarify the requirements that all partners must contribute to the IFA, which includes Affiliate Sites. All local boards are subject to follow State [WIOA Infrastructure Funding Agreement 1024-1](#). This is notification to the board of this revised state policy.

Based on the approval process, this policy approval falls under **Tier 1** Executive Board and Full Board **notification**.

#### **Tier 1 – Minimum**

Definition: Minimum revisions consist of grammar, spelling, branding changes, State or Federal mandated adjustments, or a new State or Federal mandated policy with no local revisions. These revisions would not require Executive or Full Board approval but would be included in a notification memo.

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## TRADE ASSISTANCE ACT AND DISLOCATED WORKER CO-ENROLLMENT POLICY #: 3036 Rev 1

Date of Original Policy: 1/15/2021

Revision Date: 9/22/12/8/2021

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### PURPOSE

To promote the integration and coordination of services between Trade Adjustment Assistance (TAA) and Workforce Innovation and Opportunity Act (WIOA) Title I-B Dislocated Worker (DW). In addition, communicate the requirement to co-enroll TAA participants into the DW program if they are eligible, unless they decline.

### BACKGROUND

WIOA emphasizes integrating services to better serve workforce customers. [The U.S. Department of Labor \(DOL\) published the TAA Program Reversion Provisions of the Trade Adjustment Assistance Reauthorization Act of 2015 \(TAARA 2015\) that apply to program benefits applicable to workers covered by petitions filed on or after July 1, 2021.](#)

The U.S. Department of Labor (DOL) published the updated and consolidated TAA Final Rule on August 21, 2020. 20 CFR 618.325 requires co-enrollment of all TAA participants into the WIOA Title I-B Dislocated Worker (DW) program, subject to eligibility, unless they decline. Such co-enrollment advances a One Workforce System approach that integrates multiple programs to holistically meet the needs of workers and businesses.

Though there is no equivalent WIOA Final Rule or WIOA-operating guidance, DOL commented on page 51913 of the TAA Final Rule that States, under their Governor-Secretary Agreements, are required to implement the Final Rule. The Agreements bind state governments to the terms and conditions of the Agreement and implementation of the TAA program, including the co-enrollment requirement, and the ability to enforce the co-enrollment requirement at the state and local levels.

### POLICY

For the Southwest area, ~~TAA participants trade-affected workers, including Adversely Affected Incumbent Workers (see definition below),~~ must be co-enrolled into the WIOA Title I-B DW program if they are determined eligible, unless the participant declines. ~~For TAA participants being served under the TAARA of 2015, co-enrollment would include Adversely Affected Incumbent Workers (AAIW) (see definition below). However, AAIW do not qualify under TAA Reversion 2021.~~

This integrated approach makes available to the participant additional resources that will help eliminate barriers to employment. If appropriate, enrollment into other system programs or partners should also be considered.

It is recommended that ~~trade-affected workers~~ TAA participants, during the ~~common~~ intake process ~~is-are~~ co-enrolled at that time prior to the TAA petition being certified. If the TAA petition results in negative determination, or denial, the individual can still receive services through WIOA DW or another enrolled program. If co-enrolled, coordination of services must be documented in ETO case notes to ensure duplicate service delivery does not occur. Case notes must also document the funding source paying for training or supportive services provided, if co-enrolled.

The referral process by which WorkSource staff must follow, will be written by WorkSource Leadership in consultation with the LWDB staff. The process at a minimum must include: 1) type of referral that is acceptable (this will define "referral", i.e. email, phone call, text, in person meeting, etc.), 2) process by which follow up with participant will occur, 3) naming the responsible party at each step of the process, 4) declaring appropriate documentation for each step; 5) OSO will provide quarterly reporting to LWDB on evaluation of process and co-enrollment outcomes. The WorkSource process must be in place no later than 30 days after the effective date of this policy.

Providers staff (TAA and Title I) must review and follow TEGL 4-20 and TEGL 24-20.

## PROCEDURES

~~Case Managers~~ WorkSource staff must do the following:

- A. TAA Case Managers and WIOA DW ~~Case Managers~~ Talent Development Specialists (TDS) will become familiar with eligibility requirements for both programs.
- B. Referrals will be submitted by TAA to DW within 10 working days of the enrollment into TAA. If the trade-affected worker declines the referral or the enrollment into multiple programs, a case note must be added noting referral was attempted and declined or not eligible.
- C. Once referral is made, the DW ~~case manager~~ TDS must follow up and determine eligibility and enroll within 10 working days of the referral. Again, documenting in case notes the attempts, determination, and enrollment. If trade-affected worker declines enrollment and/or services with Dislocated Worker, the DW TDS must notify TAA case manager of declination and document in case notes. In addition, making sure TAA case manager is aware of co-enrollment and begin to coordinate service delivery.
- D. TAA case manager as part of the enrollment process, documents the initial, comprehensive, and specialized assessments in ETO. DW may use these same assessments for DW enrollment if done within the timeframe specified above.

## DEFINITIONS:

Adversely Affected Incumbent Workers (AAIW) –

A worker who:

- 1) Is a member of a worker group certified as eligible to apply for the TAA program under subpart B of the TAA Final Rule; and
- 2) Has not been totally or partially separated from adversely affected employment; and
- 3) DOL determines, on an individual basis, is threatened with total or partial separation.

## REFERENCES/RESOURCES:

- [20 CFR 618.325](#), Integrated service strategies and Workforce Innovation and Opportunity Act co-enrollment, Trade Adjustment Assistance Final Rule, Federal Register, Volume 85, No. 163, August 21, 2020, page 51987.
- [Training and Employment Guidance Letter \(TEGL\) 04-20](#), Guidance on Integrating Services for Trade-Affected Workers under the TAA Program with the WIOA Title I DW Program, October 29, 2020
- [5617](#) TAA & DW Co-enrollment, Employment Security Department Policy
- [Training and Employment Guidance Letter \(TEGL\) 24-20, Operating Instructions for Implementing the Reversion Provisions of the Amendments to the Trade Act of 1974 Enacted by the Trade Adjustment Assistance Reauthorization Act of 2015.](#)

## SUPERSEDES:

- [3036 Trade Act and Dislocated Worker Coenrollment effective January 15, 2021](#)

## WEBSITE:

<http://workforcesw.org/providers#OperationsPolicies>

## INQUIRIES:

Please contact Amy Gimlin [agimlin@workforcesw.org](mailto:agimlin@workforcesw.org) (360) 567-1059 for questions.



## TREASURERS' MEMO

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**DATE:** DECEMBER 8, 2021  
**TO:** WSW BOARD OF DIRECTORS  
**FROM:** RENNY CHRISTOPHER – TREASURER OF THE BOARD *RC*  
**RE:** MID-YEAR BUDGET REVISION EFFECTIVE JANUARY 1, 2022 AND FINANCE COMMITTEE REPORT OUT

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**The Finance Committee and the Executive Board of the WSW Board of Directors met on November 17, 2021.** 1<sup>st</sup> quarter spending and obligations reports were reviewed and discussed. The budget revision documents were also reviewed and discussed with members agreeing the budget as presented should be forwarded to the Full Board for approval.

### QUARTERLY REPORTS – QUARTER ENDING 9/30/21

**WIOA Obligations:** No concerns. Report attached.

**WSW Operations Budget vs Actual Spending:** No concerns. Report attached.

**Grant Budget vs Actual Spending:** No concerns. Reports attached.

**Subcontract Spending and Performance:** Some contracts are lagging in spending and performance. The Economic Mobility Committee has reviewed and discussed the reports. In future quarters a summary report-out will be provided by the Committee to the Full Board.

### MID-YEAR BUDGET REVISION EFFECTIVE 01/01/2022

WSW PY21 detailed **Budget Reports** are attached: 1. BY PROGRAM 2. COMPARATIVE 3. BY YEAR

Two **additional funding** sources were added to the WSW Budget

- Career (National) Dislocated Worker Grant- Total 2 year funding \$490,440.
- Opportunity Partnership Program – Total 1 year funding \$42,500.

Estimates used to calculate **carry-in** for the original approved budget have been updated to actuals for this budget revision.

The total amounts budgeted for **WIOA contracts** and **WSW operating** costs for the current fiscal year have not changed.

#### **Budget totals:**

Available Funding -	\$12,331,903
PY21 Expenditures and Obligations -	<u>( \$11,244,608 )</u>
PY22 Carry-In Reserves -	<u>\$1,087,295</u>

### ANNUAL FINANCIAL AUDIT

The audit firm of Johnson, Stone, and Pagano has completed the audit field work and the audit report for the fiscal year ending 06/30/2021 will be presented to the Finance Committee and Executive Board on January 19, 2022.

WSW WIOA Fund Obligations

	B	C	D	E	F
2	<u>WIOA ADULT</u>				
3	WSW WIOA ADULT PY20 & FY21 ALLOCATION				
4					
5	YEAR	ALLOCATION	OBLIGATED AS OF 9.30.21		PERCENT OBLIGATED*
6					
7	WIOA Adult allocation 7.1.20	\$ 1,637,160	\$ 1,637,160		100.00%
8					
9					
10	WSW WIOA ADULT PY21 & FY22 ALLOCATION				
11					
12	YEAR	ALLOCATION	OBLIGATED AS OF 10.1.21		PERCENT OBLIGATED*
13					
14	WIOA Adult allocation 7.1.21	\$ 1,338,019	\$ 534,077		39.92%
15					
16	Expected obligations by June 30, 2022 per budget		\$ 1,251,633		93.54%
17					
18					
19	<u>WIOA DISLOCATED WORKER</u>				
20	WSW WIOA DW PY20 & FY21 ALLOCATION				
21					
22	YEAR	ALLOCATION	OBLIGATED AS OF 9.30.21		PERCENT OBLIGATED*
23					
24	WIOA DW allocation 7.1.20	\$ 1,476,296	\$ 1,476,296		100.00%
25					
26					
27	WSW WIOA DW PY21 & FY22 ALLOCATION				
28					
29	YEAR	ALLOCATION	OBLIGATED AS OF 10.1.21		PERCENT OBLIGATED*
30					
31	WIOA DW allocation 7.1.21	\$ 1,254,442	\$ 507,704		40.47%
32					
33	Expected obligations by June 30, 2022 per budget		\$ 1,199,616		95.63%
34					
35					
36	<u>WIOA YOUTH</u>				
37	WSW WIOA YOUTH PY20 ALLOCATION				
38					
39	YEAR	ALLOCATION	OBLIGATED AS OF 9.30.21		PERCENT OBLIGATED*
40					
41	WIOA YOUTH allocation 4.1.20	\$ 1,681,089	\$ 1,681,089		100.00%
42					
43					
44	WSW WIOA YOUTH PY21 ALLOCATION				
45					
46	YEAR	ALLOCATION	OBLIGATED AS OF 10.1.21		PERCENT OBLIGATED*
47					
48	WIOA YOUTH allocation 4.1.21	\$ 1,373,504	\$ 223,977		16.31%
49					
50	Expected obligations by June 30, 2022 per budget		\$ 1,096,481		79.83%
51					

Southwest Washington Workforce Development Council DBA Workforce Southwest Washington  
Statement of Revenues and Expenditures  
From 7/1/2021 Through 9/30/2021

(In Whole Numbers)

	Current Year	Total Budget -	Total Budget Variance -	Spending Rate
	Actual	Operating	Operating	Percentage
Internal Expenses				
Personnel	401,896	1,744,699	1,342,802	23.03%
Professional Services	39,826	121,305	81,479	32.83%
IT: Computer Support	8,302	31,200	22,898	26.60%
IT: Licensing, annual fees, software	14,879	67,012	52,133	22.20%
Supplies	983	7,960	6,977	12.35%
Telephones	2,044	10,038	7,994	20.35%
Postage, print, copy, equipment rentals	(153)	900	1,053	(17.03)%
Occupancy	30,273	119,520	89,247	25.32%
External Printing and Publications	0	1,000	1,000	0.00%
Travel				
LOCAL TRAVEL	653	14,900	14,247	4.38%
LONG DISTANCE TRAVEL	0	3,750	3,750	0.00%
Total Travel	653	18,650	17,997	3.50%
Conferences and Meetings				
CONFERENCES & MEETINGS	75	4,750	4,675	1.57%
National Association of Workforce Boards	0	36,000	36,000	0.00%
Conference				
Total Conferences and Meetings	75	40,750	40,675	0.18%
Insurance	4,271	16,380	12,109	26.07%
Furniture and Equipment	407	39,782	39,375	1.02%
Local Meeting Support	1,711	8,350	6,639	20.49%
Memberships and Subscriptions	7,350	22,970	15,620	31.99%
Staff Training	12	50,000	49,988	0.02%
Total Internal Expenses	<u>512,530</u>	<u>2,300,516</u>	<u>1,787,986</u>	<u>22.28%</u>

Grant Name/No.:	CCJC Employment and Education Training Program			21-22
Effective Dates:	7/1/21-6/30/22			
Agency/Contact:	Clark County Juvenile Court		Term:	12 months
FEE FOR SERVICE	9/30/2021	25% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %
WSW	\$ 6,600.00	1,448.73	5,151.27	22%
Equus Subcontract #21-06	\$ 43,400.00	1,375.00	42,025.00	3%
Totals	\$ 50,000.00	\$ 2,823.73	\$ 47,176.27	6%

<b>Total Revenue PY21</b>		<b>1,615.00</b>			
Paid to Contractor		1,375.00			
WSW Costs		1,448.73			
<b>Total Expense</b>		<b>2,823.73</b>			
<b>Net Revenue</b>			<b>\$ (1,208.73)</b>		

Grant Name/No.:	America's (NW) Promise MOD1			16-60310
Effective Dates:	1/1/2017 - 12/31/2021			
Agency/Contact:	Worksystems Inc			Term: 60 Months
	9/30/2021			
		95% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %
Personnel and Operating	\$ 207,972.00	207,972.00	-	100%
Indirect	\$ 133,994.00	133,994.00	-	100%
Subcontract	\$ 1,018,034.00	974,357.17	43,676.83	96%
			-	
Totals	\$ 1,360,000.00	\$ 1,316,323.17	\$ 43,676.83	97%

Total Subcontracts Budget	\$ 1,018,034.00
Rescare 17-20 MOD 3	\$ 689,298.00
PIC 17-21	\$ 285,673.00
Contract Obligations	\$ 974,971.00
Unobligated Balance	\$ 43,063.00
RSA Estimate	\$ 43,063.00
Unobligated Available	\$ -

Grant Name/No.:	DSHS-DVR Summerworks Modified Dec 2020			2012-65746	
Effective Dates:	1/1/2020-9/30/2021				
Agency/Contact:	Employment Security			Term:	21 months
<b>FEE FOR SERVICE</b>	<b>9/30/2021</b>	<b>100% of Term</b>			
<b>Line Item Expense</b>	<b>Grant Budget</b>	<b>Grant to Date Revenue</b>	<b>Budget Balance</b>	<b>Earned %</b>	
WSW	\$ 994,350.00	\$ 832,433.79	161,916.21	84%	
<b>Totals</b>	<b>\$ 994,350.00</b>	<b>\$ 832,433.79</b>	<b>\$ 161,916.21</b>	<b>84%</b>	

<b>Total Revenue PY19-PY21</b>	<b>832,433.79</b>	
Paid to Contractor	744,732.57	
NEXT Facilities	75,900.33	
WSW Costs	<u>81,942.93</u>	
<b>Total Expense</b>	<b>902,575.83</b>	
<b>Net Revenue</b>		<b>\$ (70,142.04)</b>

<b>Total Revenue PY18-PY19</b>	<b>587,839.48</b>	
Paid to Contractor	455,890.78	
NEXT Facilities	40,164.07	
WSW Costs	<u>71,402.13</u>	
<b>Total Expense</b>	<b>567,456.98</b>	
<b>Net Revenue</b>		<b>\$ 20,382.50</b>

<b>TOTAL FOR PROGRAM - SUMMERWORKS</b>	<b>\$ (49,759.54)</b>
<b>JP Morgan Chase Donation</b>	<b>\$ 15,000.00</b>
<b>Peacehealth Donation</b>	<b>\$ 5,000.00</b>
<b>Youth In-School Funding</b>	<b>\$ 29,759.54</b>
<b>Net Revenue as of 9/30/21</b>	<b>\$ 0.00</b>

Grant Name/No.:	EcSA (Thrive) MOD 3 (4)			7629-07
Effective Dates:	7/1/19-3/31/22			
Agency/Contact:	Employment Security			Term: 33 months
	9/30/2021			
			82% of Term	
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %

Staff Salaries	\$ 205,221.72	186,587.10	18,634.62	91%
Staff Benefits	\$ 48,555.80	45,824.32	2,731.48	94%
Facilities, Travel and Communications	\$ 10,048.44	7,908.17	2,140.27	79%
Indirect	\$ 222,478.04	195,223.69	27,254.35	88%
Subcontracts	\$ 1,113,696.00	682,432.84	431,263.16	61%
Totals*	\$ 1,600,000.00	\$ 1,117,976.12	\$ 482,023.88	70%

Total Subcontracts Budget	\$ 1,113,696.00
19-13 LCCAP (Terminated 9.15.20)	\$ 65,891.00
Launchpad Annual License	\$ 31,653.00
19-15 Rescare MOD 3 12/29/20	\$ 480,727.00
19-16 Rescare (OSO)	\$ 15,000.00
19-16 Rescare (OSO) De-obligated	\$ (11,050.00)
19-14 Cowlitz Habitat for Humanity	\$ 364,000.00
20-13 Equus MOD 1 OSO	\$ 140,600.00
Contract Obligations	\$ 1,086,821.00
Unobligated Balance	\$ 26,875.00
RSA Estimate	\$ 16,875.00
Unobligated Available	\$ 10,000.00

Grant Name/No.:		Rapid Response MOD2		7509-10	
Effective Dates:		8/16/19 through 12/31/21			
Agency/Contact:		Employment Security		Term:	28 months
		9/30/2021			
				89% of Term	
Line Item Expense	Grant	Budget	Grant to Date Costs	Budget Balance	Spending %
Personnel: Salaries	\$	66,800.30	70,274.96	(3,474.66)	105%
Personnel: Benefits	\$	22,712.10	19,237.44	3,474.66	85%
Indirect	\$	27,036.09	27,036.09	-	100%
Travel, Facilities, Office Supplies	\$	8,772.07	8,772.07	-	100%
Subcontracts	\$	315,141.44	298,338.26	16,803.18	95%
<b>Totals</b>	<b>\$</b>	<b>440,462.00</b>	<b>\$ 423,658.82</b>	<b>\$ 16,803.18</b>	<b>96%</b>
Total Subcontracts Budget	\$	315,141.44			
ResCare 19-10 MOD 1	\$	283,141.00			
WWA 19-27 (Revised 1/1/21)	\$	4,000.00			
Contract Obligations	TOTAL	\$ 287,141.00			
Unobligated Balance	\$	28,000.44			
RSA Estimate	\$	12,000.44			
Unobligated Available	\$	16,000.00	Case Leap Videos (or RSA)		

Grant Name/No.:	COVID-19 DRDW		7580-64	
Effective Dates:	5/1/20-3/31/22			
Agency/Contact:	Employment Security		Term:	23 months
	9/30/2021			
		74% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %
Participant Wages				
Disaster Relief Employment	\$ 258,927.00	197,882.94	61,044.06	76%
Participant Fringe Benefits for Disaster Relief Employment	\$ 63,024.00	58,626.47	4,397.53	93%
Career Services (excluding WEX/Internship)	\$ 68,219.00	51,370.24	16,848.76	75%
Training Services, excluding On-the-Job Training (OJT)	\$ 18,460.00	7,532.40	10,927.60	41%
WDC Admin	\$ 3,750.00	2,877.34	872.66	77%
WDC Indirect	\$ 38,901.00	37,402.64	1,498.36	96%
WDC Indirect Admin	\$ 24,212.00	22,447.09	1,764.91	93%
<b>Totals</b>	<b>\$ 475,493.00</b>	<b>\$ 378,139.12</b>	<b>\$ 97,353.88</b>	<b>80%</b>

Total Subcontracts Budget - several categories have dollars for Subcontracts

	\$ 360,411.00
20-09 Equus	\$ 341,951.00
20-11 Equus	\$ 18,460.00
Contract Obligations	<b>TOTAL</b> \$ 360,411.00
Unobligated Balance	\$ -

Grant Name/No.:	COVID-19 ERDW		7590-64	
Effective Dates:	7/1/20-3/31/22			
Agency/Contact:	Employment Security		Term:	21 months
	9/30/2021			
Executed September 2020		71% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %
Career Services (excluding WEX/Internship)	\$ 316,833.00	220,623.28	96,209.72	70%
Workbased Learning (Wex/Internship)	\$ 160,560.00	63,102.02	97,457.98	39%
Training Services (Excluding OJT)	\$ 216,000.00	-	216,000.00	0%
On-the Job Training	\$ 112,500.00	23,638.44	88,861.56	21%
Supportive Services	\$ 90,000.00	3,871.18	86,128.82	4%
WDC Admin	\$ 3,750.00	3,447.67	302.33	92%
WDC Indirect	\$ 112,500.00	86,193.23	26,306.77	77%
WDC Indirect/Admin	\$ 68,237.00	61,463.78	6,773.22	90%
<b>Totals</b>	<b>\$ 1,080,380.00</b>	<b>\$ 462,339.60</b>	<b>\$ 618,040.40</b>	<b>43%</b>

Total Subcontracts Budget - several categories have dollars for this spending

	\$ 718,408.00
20-13 Equus Operator	\$ 322,500.00
20-11 Equus	\$ 179,908.00
Contract Obligations	<b>TOTAL</b> \$ 502,408.00
Unobligated Balance	\$ 216,000.00

Grant Name/No.:	Opioid Crisis		7530-02	
Effective Dates:	10/26/20-3/31/22			
Agency/Contact:	Employment Security		Term:	17 months
	9/30/2021			
		65% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %
Participant Wages for Disaster Relief Employment	\$ 104,000.00	12,988.47	91,011.53	12%
Participant Fringe Benefits for Disaster Relief	\$ 31,200.00	1,109.15	30,090.85	4%
Career Services	\$ 230,000.00	101,820.65	128,179.35	44%
Training Services	\$ 204,800.00	49,688.87	155,111.13	24%
Supportive Services	\$ 100,000.00	5,311.77	94,688.23	5%
Administrative Costs	\$ 30,000.00	9,356.02	20,643.98	31%
Totals	\$ 700,000.00	\$ 180,274.93	\$ 519,725.07	26%

Total Subcontracts Budget - several categories have dollars for this spending

	\$ 610,000.00
Equus 20-11	\$ 305,200.00
Equus 20-13 MOD 1	\$ 304,800.00
Contract Obligations	\$ 610,000.00
	\$ -

Unobligated Balance

TOTAL

Grant Name/No.:		BFET		2012-94223	
Effective Dates:		10/1/20-9/30/21			
Agency/Contact:		Employment Security		Term:	12 months
Grant to date costs funded by other non-federal sources and reimbursed at 50% for future use.		9/30/2021			
			100% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %	
Salaries	\$ 2,204.41	2,203.42	0.99	100%	
Fringe Benefits	\$ 692.75	692.75	-	100%	
Administrative Services	\$ 45,987.84	45,987.84	-	100%	
Participant Reimbursement-Transportation	\$ 6,000.00	450.00	5,550.00	8%	
Participant Reimbursement-Educational/Credential Testing	\$ 3,200.00	-	3,200.00	0%	
Participant Reimbursement-Clothing	\$ 1,150.00	575.26	574.74	50%	
Participant Reimbursement-Child Care	\$ 22,250.00	30.00	22,220.00	0%	
Participant Reimbursement-Books & Training Supplies	\$ 7,500.00	-	7,500.00	0%	
Participant Reimbursement-Housing and Utilities	\$ 8,350.00	2,494.52	5,855.48	30%	
Totals	\$ 97,335.00	\$ 52,433.79	\$ 44,901.21	54%	
BFET CONTRACT TO DATE REVENUE		\$	52,433.79		

Source of reimbursed (match) expenditures:

JP Morgan Chase	30,987.83
WTECB	15,000.00
CDBG	2,896.18
Community Foundation	<u>3,549.78</u>
Source of matched expenditures	TOTAL \$ <u>52,433.79</u>

Grant Name/No.:		OPP		22-DAB-362	
Effective Dates:		8/31/21 - 5/31/22			
Agency/Contact:		WTECB		Term:	9 months
		9/30/2021			
			11% of Term		
Line Item Expense		Grant Budget	Grant to Date Costs	Budget Balance	Spending %
WSW Program Expenses			503.30		
WSW Admin Expense (Max \$2,125)			157.54		
Total WSW Expenses		\$ 10,000.00	660.84	9,339.16	7%
Subcontract		\$ 32,500.00	-	32,500.00	0%
Totals		\$ 42,500.00	\$ 660.84	\$ 41,839.16	2%

Total Subcontracts Budget	\$ 32,500.00	
	\$ -	
Contract Obligations	TOTAL \$ -	
Unobligated Balance	\$ 32,500.00	Contract with Equus in progress

Grant Name/No.:		CDBG		20-6221C-142	
Effective Dates:		1/1/21 - 1/31/23			
Agency/Contact:		WA Dept. of Commerce		Term:	25 months
		9/30/2021			
Grant executed June 2021			36% of Term		
Line Item Expense	Grant Budget	Grant to Date Costs	Budget Balance	Spending %	
WSW Internal (Staff and Indirect)	\$ 63,750.00	12,527.75	51,222.25	20%	
Subcontract Career Services	\$ 95,625.00	-	95,625.00	0%	
Subcontract Participant Support Costs	\$ 182,490.00	-	182,490.00	0%	
Participant Work Experience	\$ 295,635.00	-	295,635.00	0%	
	\$ -	-	-		
Totals	\$ 637,500.00	\$ 12,527.75	\$ 624,972.25	2%	

Total Subcontracts Budget	\$ 573,750.00	
	\$ -	
Contract Obligations	TOTAL \$ -	
Unobligated Balance	\$ 573,750.00	Contract with Equus in progress



# workforce

## SOUTHWEST WASHINGTON

Subrecipient Contract Performance Reports  
Quarter Ending 9/30/2021  
Q1 – Program Year 2021

1

1



# workforce

## SOUTHWEST WASHINGTON

Subrecipient Contract Performance Reports  
Quarter Ending 9/30/2021  
Q1 – Program Year 2021

2

2

## WIOA TITLE I YOUTH

Equus 21-02 Clark  
Jul 2021 – Jun 2022

1

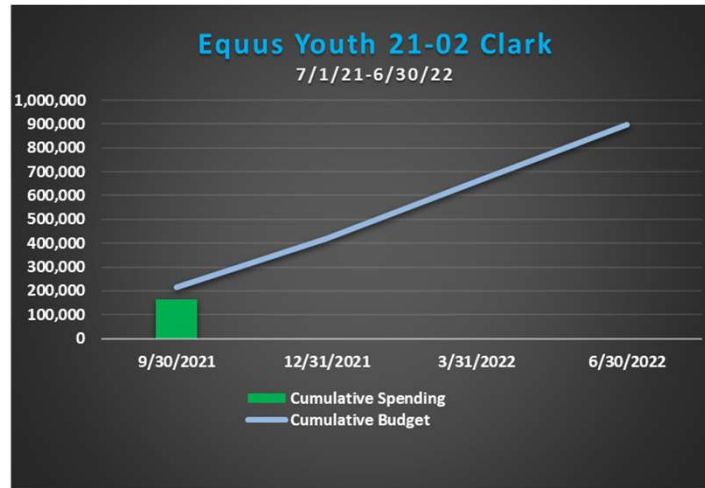
## Contract Budgeted Funding

Personnel \$443,443  
Operating \$30,093  
Participant \$236,078  
Other \$186,481  
TOTAL \$896,095

2

## Contract Notes

Funding does not expire



3

3

## WIOA TITLE I YOUTH

Clark County  
Equus (21-02)  
Jul 2021 – June 2022

Metric	Total Contract Performance	Total to Date (Q1 Performance)	Expected to Date (End Q1)	Quarterly Performance Achieved	Total Performance Achieved
New Enrolled Youth	140*	35	25	140%	25%
Exits to Post Secondary/Employment	123	4	22	18%	3%
Exits w/GED or Diploma*	50	2	10	20%	4%

## Comments:

Performance results were mixed in the preceding quarter. While Exits to Post Secondary/Employment were behind quarterly targets, new enrollments exceeded expectations. This bodes well as these new participants may result in higher positive exits and exits with GED or HSE in future quarters.

\*Note that enrollment expectations also include 35 carry-in participants.

4

4

## WIOA TITLE I YOUTH

Equus 21-03 Cowlitz & Wahkikum  
Jul 2021 – Jun 2022

1

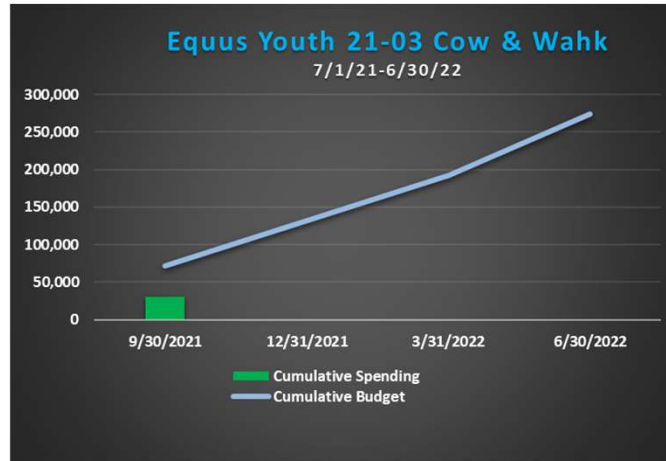
## Contract Budgeted Funding

Personnel \$104,301  
Operating \$5,550  
Participant \$49,082  
Other \$115,336  
TOTAL \$274,269

2

## Contract Notes:

Funding does not expire



5

5

## WIOA TITLE I YOUTH

Equus (21-03) Cowlitz & Wahkiakum  
Jul 2021 – Jun 2022

Metric	Total Contract Performance	Total to Date (Q1 Performance)	Expected to Date (End Q1)	Quarterly Performance Achieved	Total Performance Achieved
New Enrolled Youth	45*	5	10	50%	11%
Exits to Post Secondary/Employment	44	0	11	0%	0%
Exits w/GED or Diploma	16	1	4	25%	6%

## Comments:

Performance results were mixed in the preceding quarter. Exits to Post Secondary/Employment are behind quarterly and total targets, Meaningful progress has been made for new enrollments and exits with GED/Diploma.

\*Note that enrollment expectations also include 15 carry-in participants.

6

6

## WIOA TITLE I Adult - Clark

Equus (20-12)  
Oct 2020 – Sep 2021

1

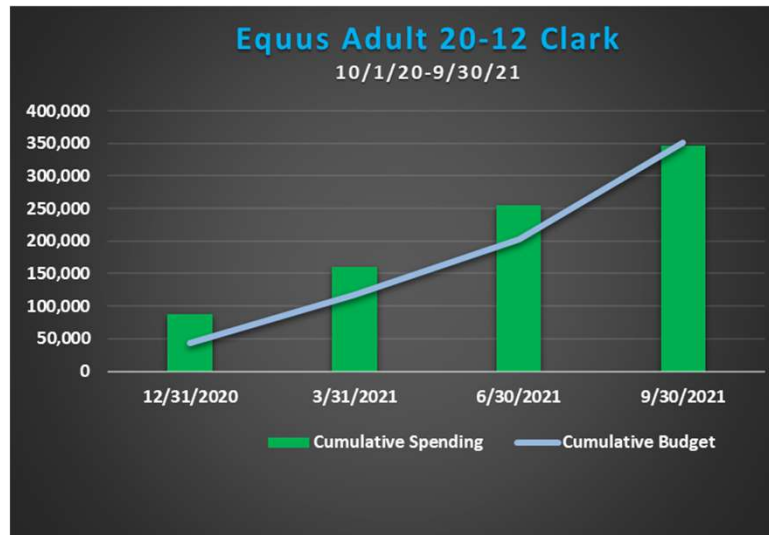
## Contract Budgeted Funding

Personnel \$269,471  
Operating \$19,575  
Indirect \$29,858  
Mgmt Fee \$31,890  
TOTAL \$350,794

2

## Contract Notes:

Funding does not expire.



7

7

## WIOA TITLE I Adult - Clark

Equus (20-12)  
Oct 2020 – Sep 2021

Metric	Oct - Dec	Jan - Mar	April - June	July - Sept
New Enrolled Adults	129	306	256	435
Exits to Employment	29	45	24	41
% Of Exits Retaining Employment	Not yet available			

## Comments:

Due to increasing vaccination rates and incremental growth in the labor market, our programs are seeing increased participation. Quality employment placement continues to be a challenge as many local training providers either lack the capacity to train more individuals or the training does not exist to meet the labor force need.

8

8

## WIOA TITLE I Adult – Cowlitz/Wahkiakum

Equus (20-12)  
Oct 2020 – Sep 2021

1

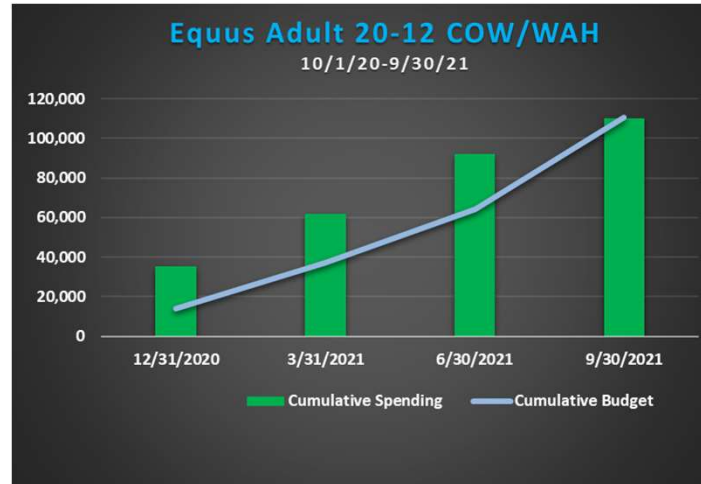
### Contract Budgeted Funding

Personnel \$84,300  
Operating \$6,746  
Indirect \$9,405  
Mgmt Fee \$10,045  
TOTAL \$110,497

2

### Contract Notes:

Funding does not expire.



9

9

## WIOA TITLE I Adult -Cowlitz/Wahkiakum

Equus (20-12)  
Oct 2020 – Sep 2021

Metric	Oct – Dec	Jan – March	April- June	July – Sept
New Enrolled Adults	39	48	76	73
Exits to Employment	26	15	14	18
% Of Exits Retaining Employment	Not yet available			

### Comments:

Due to increasing vaccination rates and incremental growth in the labor market, our programs are seeing increased participation. Quality employment placement continues to be a challenge as many local training providers either lack the capacity to train more individuals or the training does not exist to meet the labor force need.

10

10

## WIOA TITLE I Dislocated Worker - Clark

Equus (20-12)  
Oct 2020 – Sep 2021

1

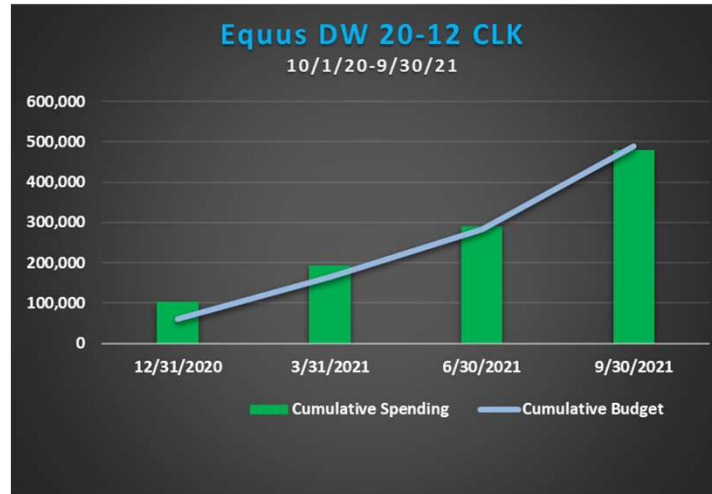
### Contract Budgeted Funding

Personnel \$371,331  
Operating \$31,105  
Indirect \$41,571  
Mgmt Fee \$44,401  
TOTAL \$488,408

2

### Contract Notes:

Funding does not expire



11

11

## WIOA TITLE I Dislocated Worker - Clark

Equus (20-12)  
Oct 2020 – Sep 2021

Metric	Oct–Dec	Jan - March	April – June	July – Sept
New Enrolled Dislocated Workers (Full)	47	247	379	382
Exits to Employment	8	22	24	34
% of Exits Retaining Employment	Not yet available			

### Comments:

Due to increasing vaccination rates and incremental growth in the labor market, our programs are seeing increased participation. Quality employment placement continues to be a challenge as many local training providers either lack the capacity to train more individuals or the training does not exist to meet the labor force need.

12

12

## WIOA TITLE I Dislocated Worker – Cowlitz/Wahkiakum

Equus (20-12)  
Oct 2020 – Sep 2021

1

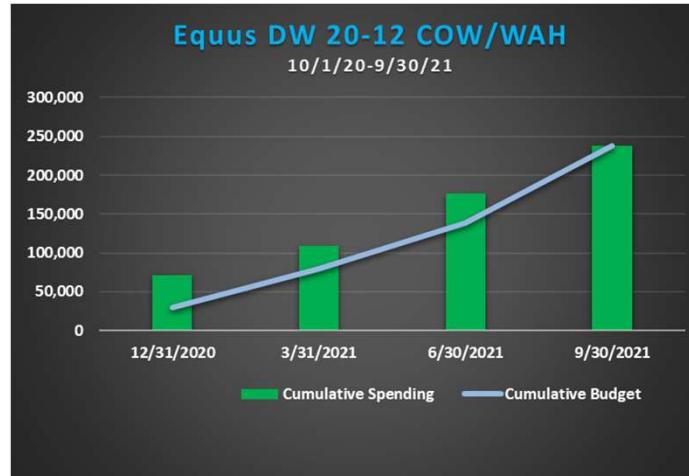
### Contract Budgeted Funding

Personnel \$181,334  
Operating \$15,100  
Indirect \$20,292  
Mgmt Fee \$21,673  
TOTAL \$238,399

2

### Contract Notes:

Funding does not expire



13

13

## WIOA TITLE I Dislocated Worker - Cowlitz/Wahkiakum

Equus (20-12)  
Oct 2020 – Sep 2021

Metric	Oct-Dec 2020	Jan - March 2021	April – June 2021	July – Sept
New Enrolled Dislocated Workers (Full)	7	34	62	73
Exits to Employment	1	5	18	10
% of Exits Retaining Employment	Not yet available			

### Comments:

Due to increasing vaccination rates and incremental growth in the labor market, our programs are seeing increased participation. Quality employment placement continues to be a challenge as many local training providers either lack the capacity to train more individuals or the training does not exist to meet the labor force need.

14

14

## One Stop Operator – Clark\*

Equus (20-13)  
Oct 2020 – Sep 2021

1

### Contract Budgeted Funding

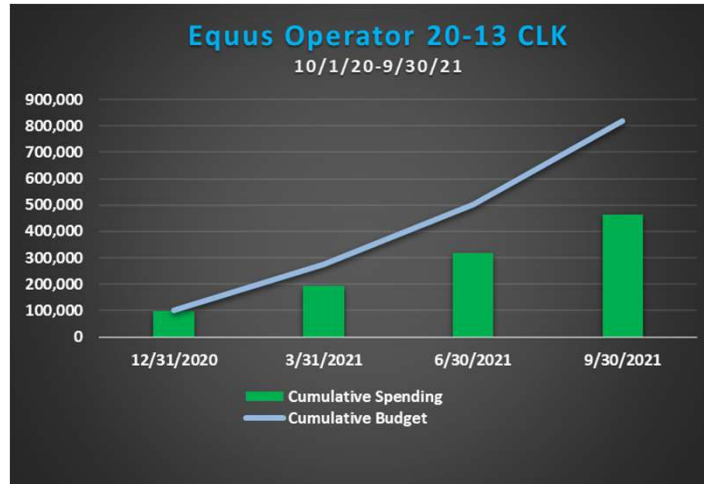
Personnel \$76,249  
Operating \$9,531  
Indirect \$8,860  
Mgmt Fee \$ 9,464  
Participant Costs \$715,024  
TOTAL \$819,128

2

### Contract Notes:

Underspending of  
Participant Expenditures

Funding does not expire



15

\* Contract is partially supported by contributions via the WorkSource MOU/Infrastructure Funding agreement

15

## One Stop Operator – Clark\*

Equus (20-13)  
Oct 2020 – Sep 2021

Strategy	Metric	Progress
Co-Enrolled adults across the system	At least 40% co-enrolled adults into Title I and Title III across the system	34% - (865/2682)
Development of vetted talent pool	1000 job seekers vetted as pre-qualified	222 job seekers vetted as pre-qualified
Functional Teams	Lead integration of functional teams – to be fully implemented by June 2021	On HOLD till October 18 <sup>th</sup> due to vaccine mandate and % of staff vacated in the two WorkSource centers.
Customer satisfaction	Create multiple customer feedback loops to gather customer satisfaction data – Minimum 95% customer satisfaction rate	Created new surveys for emails across the center as well as stands for customers to use when they visit the centers. Data will be included in the next quarter reporting.

16

\*Performance metrics are inclusive of Kelso Worksource Center serving Cowlitz/Wahkiakum Counties

16

## One Stop Operator - Cowlitz/Wahkiakum\*

Equus (20-13)  
Oct 2020 – Sep 2021

1

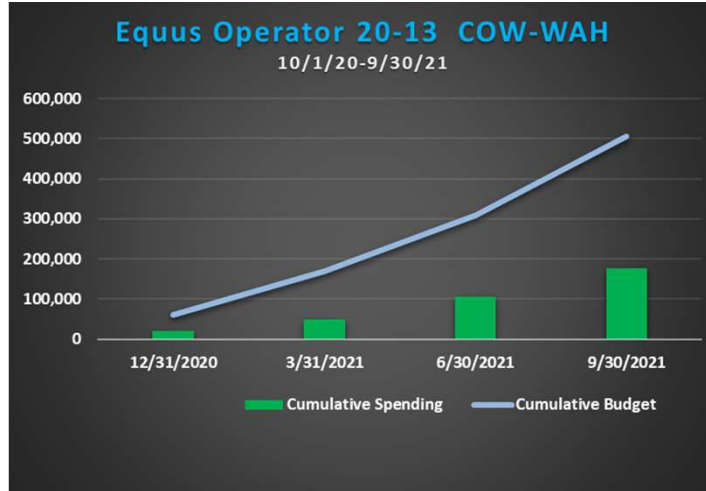
Contract Budgeted Funding  
 Personnel \$30,431  
 Operating \$3,804  
 Indirect \$3,537  
 Mgmt Fee \$ 3,777  
 Participant Costs \$462,876  
 TOTAL \$504,425

2

Contract Notes:

Underspending of  
Participant Expenditures.

Funding does not expire



17

\* Contract is partially supported by contributions via the WorkSource MOU/Infrastructure Funding agreement

17

## One Stop Operator - Cowlitz/Wahkiakum

Equus (20-13)  
Oct 2020 – Sep 2021

Comments: Please see Slide #16 for One Stop Operator System Performance.

18

18

## CWWC Northwest Promise

Equus (17-20)  
Jul 2017 – Dec 2021

1

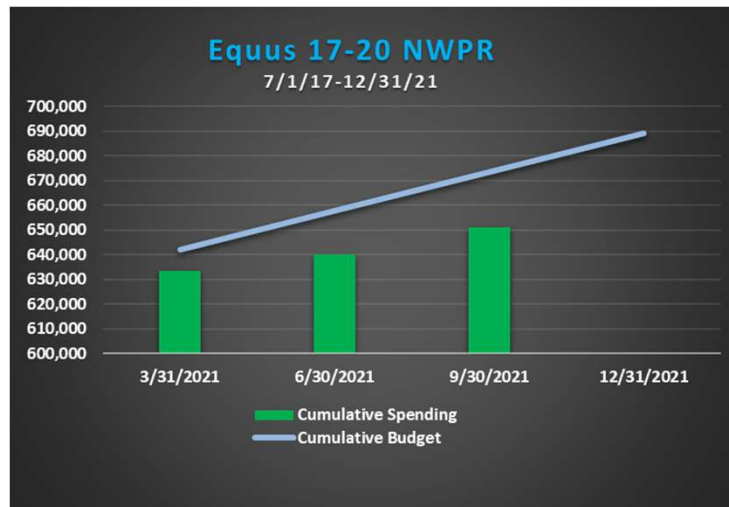
### Contract Budgeted Funding

Personnel \$312,973  
Operating \$16,227  
Indirect \$34,602  
Direct Participant \$291,031  
Management Fee \$34,465  
TOTAL \$689,298

2

### Contract Notes:

Contract has been extended to Dec 2021



19

19

## CWWC - Northwest Promise

Equus (17-20)  
Jul 2017 – Dec 2021

Metric	Total to Date	Expected to Date	Expected by 12/31/21	Performance Achieved
Enrollments	236	193	193	134%
Occupational Skills Training	186	152	152	122%
Received Credentials	159	154	154	103%
Placement in Employment	144	124	124	116%

Comments:

On track – exceeded.

20

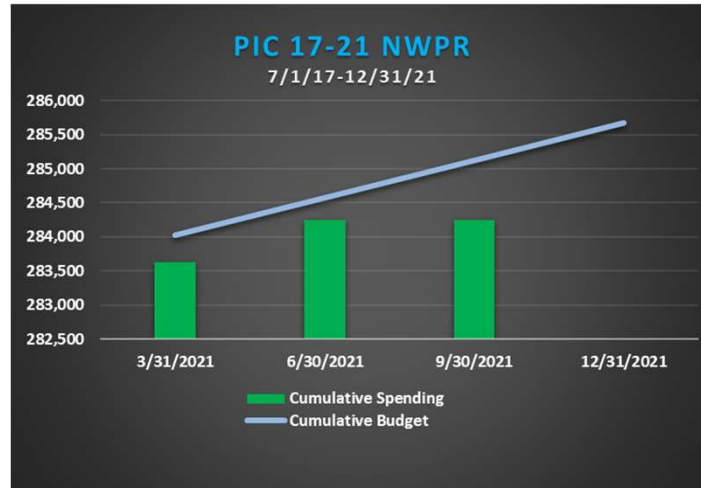
20

## CWWC Northwest Promise

Partners in Careers (17-21)  
Jul 2017 – Dec 2021

1 Contract Budgeted Funding  
Personnel \$126,585  
Operating \$15,433  
Indirect \$37,975  
Direct Participant \$105,680  
TOTAL \$285,673

2 Contract Notes:  
None.



21

21

## CWWC - Northwest Promise

Partners in Careers (17-21)  
Jul 2017 – Dec 2021

Metric	Total to Date	Expected to Date	Expected by 12/31/21	Performance Achieved
Enrollments	81	70	70	114%
Occupational Skills Training	66	63	63	105%
Received Credentials	57	44	44	114%
Placement in Employment	36	40	40	90%

Comments:

On track.

22

22

## Rapid Response Increase Employment

Equus (19-10)  
Aug 2019 – Dec 2021

1

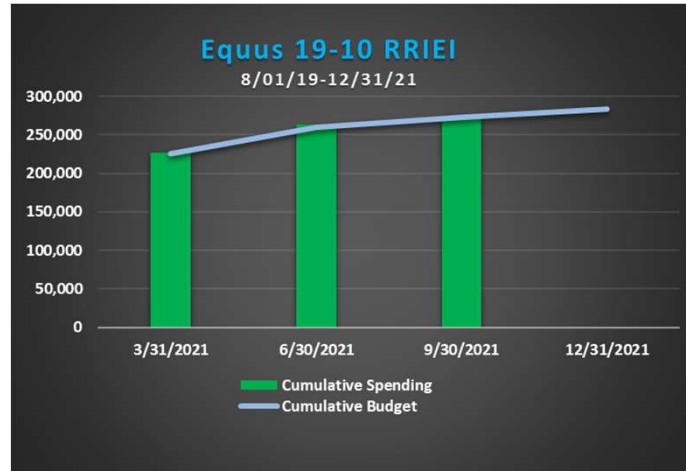
### Contract Budgeted Funding

Personnel \$149,866  
Operating \$5,709  
Indirect \$16,071  
Mgmt Fee \$14,390  
Direct Participant \$97,104  
TOTAL \$283,141

2

### Contract Notes:

Budget increased and contract  
extended to Dec 2021



23

23

## Rapid Response Increase Employment

Equus (19-10)  
Aug 2019 – Dec 2021

Metric	Total to Date	Expected to Date	Expected by 12/31/21	Performance Achieved
DW Enrollment Increases	156	135	146	115%
Placement in Employment	58	50	64	116%

Comments:

Exceeding performance.

24

24

## SummerWorks-DVR PY19

ESD112 (19-24)  
Jan 2020 – Sep 2021

1

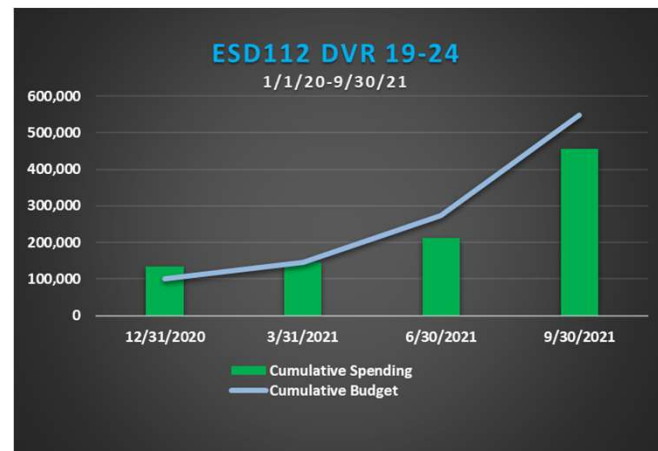
### Contract Budgeted Funding

Job Shadow \$21,250  
Informational Interview \$21,250  
Workplace Readiness \$170,000  
Work-based Learning Placement \$336,000  
Pay for Performance Total - \$548,500

2

### Contract Notes:

None.



25

25

## SummerWorks – DVR PY19

ESD112 (19-24)  
Jan 2020 – Sep 2021

Metric	Total Expected Performance	Expected Year 1 (2020)	Completed Year 1 (2020)	Total Year 2 (2021)	Total Performance 2020+2021	Performance Achieved
40-hour Work Readiness Class	170	60	64	84	148	82%
Informational Interview w/Local Business	170	60	62	76	135	79%
Job Shadow w/Local Business	170	60	62	76	135	79%
100-hour Paid Summer Internship	140	60	27	87	114	81%
Placed in Work Based Learning Experience	140	60	38	91	129	92%

### Comments:

SummerWorks, specifically ESD 112 and Equus, made an impressive impact during the Covid-19 pandemic. While performance was not 100% hit, SW WA saw great success compared to other regions across the State with the hybrid approach towards programming for two summers in a row.

26

26

## SummerWorks-DVR PY19

Equus (19-25)  
Jan 2020 – Sep 2021

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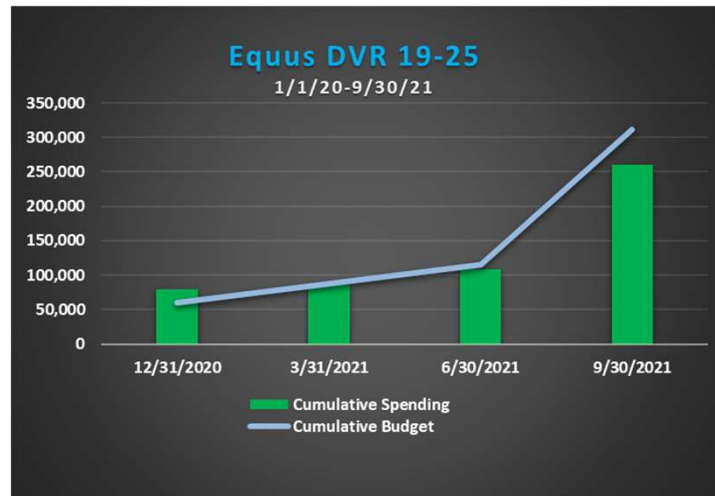
### Contract Budgeted Funding

Workplace Readiness \$90,032  
Support Services \$1,000  
Work Experience Wages \$220,409  
Pay for Performance Total - \$311,441

2

### Contract Notes:

None.



27

27

## SummerWorks – DVR PY19

Equus (19-25)  
Jan 2020 – Sep 2021

Metric	Total Expected Performance	Expected Year 1 (2020)	Completed Year 1 (2020)	Total Year 2 (2021)	Total Performance 2020+2021	Performance Achieved
40-hour Work Readiness Class	170	60	64	84	148	82%
Informational Interview w/Local Business	N/A	N/A	N/A	N/A	N/A	N/A
Job Shadow w/Local Business	N/A	N/A	N/A	N/A	N/A	N/A
100-hour Paid Summer Internship	N/A	N/A	N/A	N/A	N/A	N/A
Placed in Work Based Learning Experience	N/A	N/A	N/A	N/A	N/A	N/A

### Comments:

Note that only the 40-Hour Work Readiness Class is a relevant billing category for Equus, outside of its wages and support services budgets. However, as the functional lead of the program, Equus staff still have responsibility of ensuring completion of the other metrics, though they do not bill for them directly.

28

28

## SummerWorks-DVR PY19

TUM (19-26)  
Jan 2020 – Sep 2021

1

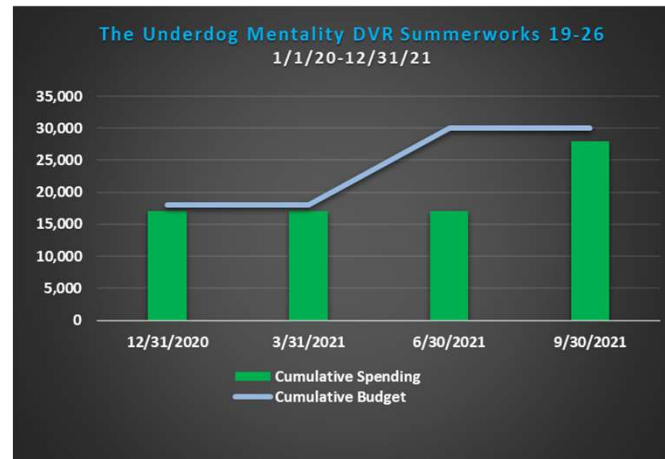
### Contract Budgeted Funding

Workplace Readiness \$30,000  
Pay for Performance Total - \$30,000

2

### Contract Notes:

None.



29

29

## SummerWorks – DVR PY19

TUM (19-26)  
Jan 2020 – Sep 2021

Metric	Total Expected Performance	Expected Year 1 (2020)	Completed Year 1 (2020)	Total Year 2 (2021)	Total Performance 2020+2021	Performance Achieved
40-hour Work Readiness Class	100	50	64	36	100	100%
Informational Interview w/Local Business	N/A	N/A	N/A	N/A	N/A	N/A
Job Shadow w/Local Business	N/A	N/A	N/A	N/A	N/A	N/A
100-hour Paid Summer Internship	N/A	N/A	N/A	N/A	N/A	N/A
Placed in Work Based Learning Experience	N/A	N/A	N/A	N/A	N/A	N/A

### Comments:

The Underdog Mentality completed 100% of its services for the SummerWorks program.

Note that only the 40-Hour Work Readiness Class is a relevant billing category for TUM, of which TUM provides 3 hours of content per youth. Also note that the TUM contract can serve a maximum of 100 youth over the life of the contract.

30

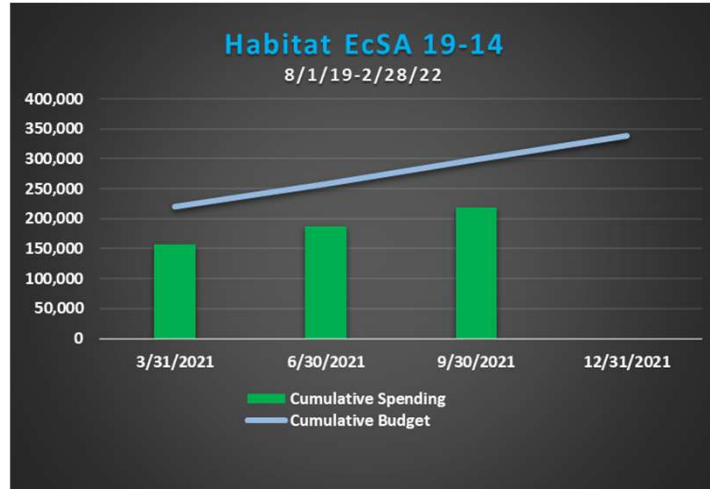
30

## THRIVE - EcSA

Cowlitz County Habitat for Humanity (19-14)  
Aug 2019 – Feb 2022

1 Contract Budgeted Funding  
Personnel \$332,229  
Operating \$31,771  
Direct Participant \$10,000  
TOTAL \$374,000

2 Contract Notes:  
Underspending in all  
Categories. Vacant positions.



31

31

## THRIVE - EcSA

Cowlitz County Habitat for Humanity(19-14)  
Aug 2019 – Mar. 2022

### Comments:

- Low expenditures are due to 2 of 3 staff positions being vacant for most of this past year due to Covid-19.
- NRCC membership has grown 58% since the inception of the Thrive grant, which was one of the aims of the program, to support and advance a thriving grass-roots, community-centric, resident-lead organizing effort to revitalize neighborhoods and gain secure employment among residents.
- Thrive eligibility extends across Cowlitz County; nevertheless, the majority of participants enrolled, based on zip code, reside in Longview and S. Kelso.

32

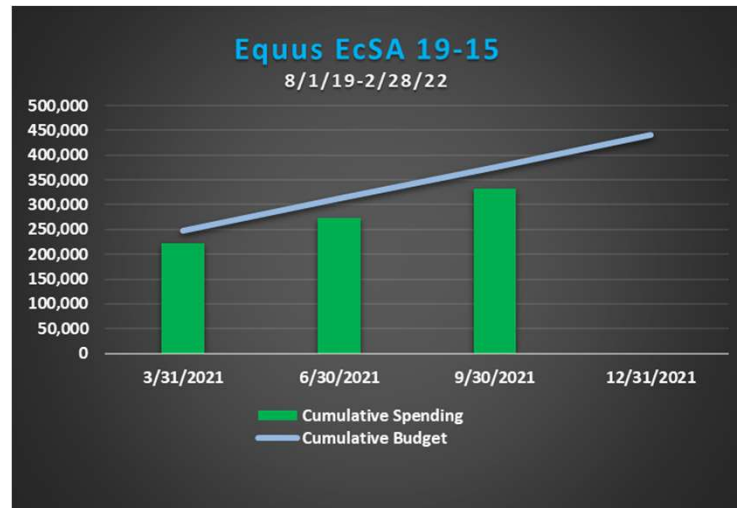
32

## THRIVE - EcSA

Equus (19-15)  
Aug 2019 - Feb 2022

- 1 Contract Budgeted Funding  
 Personnel \$367,268  
 Operating \$28,839  
 Indirect \$84,620  
 TOTAL \$480,727

- 2 Contract Notes:  
 See comments next slide



33

33

## THRIVE - EcSA

Equus (19-15)  
Aug 2019 - Feb 2022

Metric	Total to Date	Expected to Date June 2021	Performance Achieved
Enrollments	98	234	49%
Exit to Full-Time Employment at or above \$34,480	19	120	15%
Exit to Continuing Subsidized Training	18	30	18%

Comments:

Overall, staff continue to face, and respond to, challenges brought on by Covid-19. While enrollment remains under performance goals, gains made in several Key Performance Indicators over the previous quarter. There was a gain of 3% in exit to full-time employment. Also, while 18 new enrollments was less than the previous quarter, the quarter's enrollment of 18 represents 16% of total enrollment in the program.

34

34

## EET – Clark County Juvenile Court

Equus (21-06)  
Jul 2021 – Jun 2022

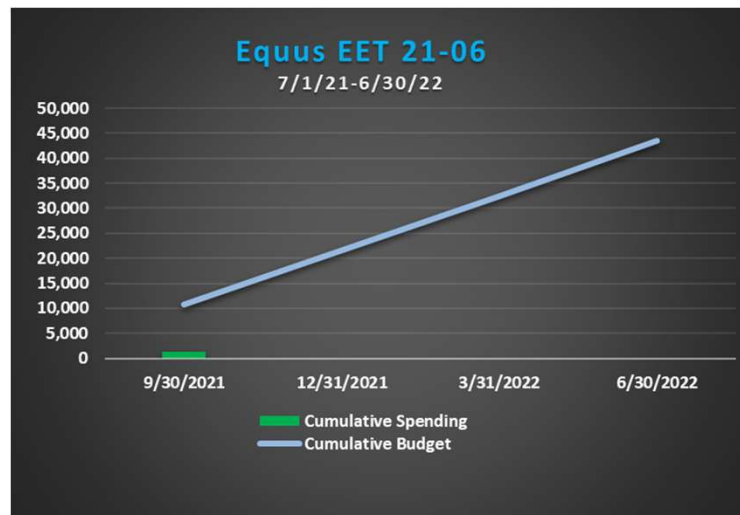
1

Contract Budgeted Funding  
Pay for Performance  
TOTAL \$43,400

2

Contract Notes:

Program is reliant on CCJC  
for referrals.



35

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## EET Clark County Juvenile Court

Equus (21-06)  
Jul 2021 – Jun 2022

Metric	Total to Date	Expected to Date*	Expected by 6/30/22	Performance Achieved
Orientation	1	5	20	5%
Job Readiness Training	0	5	20	0%
Paid Work Experience	0	5	20	0%
Program Completion	1	5	20	5%

Comments:

The "Expected to Date" category lists 5 instances of each service assuming equivalent spending between each quarter. It is important to note that CCJC makes referrals of all participants to Equus. CCJC has seen significantly low young adults engage in programming due to the pandemic.

36

36

## COVID-19 Disaster Relief

Equus (20-09)  
Jul 2020 – Mar 2022

1

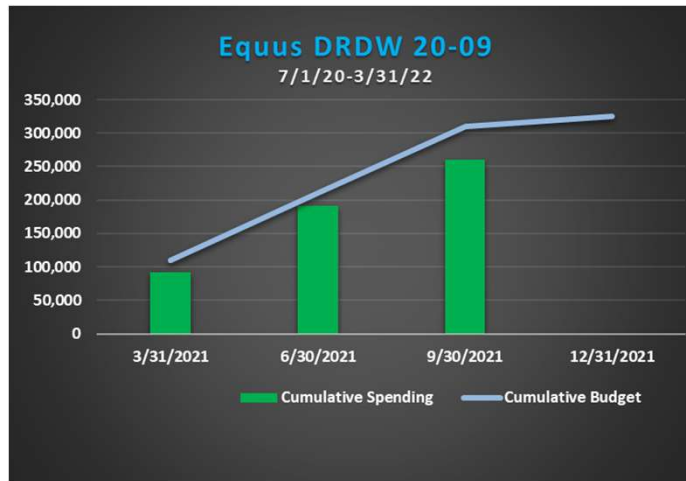
### Contract Budgeted Funding

Personnel \$15,240  
Operating \$1,205  
Participant \$321,951  
Indirect \$1,737  
Mgmt Fee \$1,818  
TOTAL \$341,951

2

### Contract Notes:

None



37

37

## COVID-19 Disaster Relief

Equus (20-09)  
Jul 2020 – Mar 2022

Metric	Total to Date	Expected to Date	Expected by 03/22	Performance Achieved
Participants in Disaster Relief Employment	11	11	11	100%
Participants in Career + Training Services	12	15	15	80%
Participants Exiting	4	10	25	40%
Participants Exit to Employment	3	4	10	30%

### Comments:

Performance is on track. Comp TIA cohort with the CWWC will bump up exits to employment in December 2021.

38

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## COVID-19 Economic Recovery + Opioid Disaster Recovery- Clark

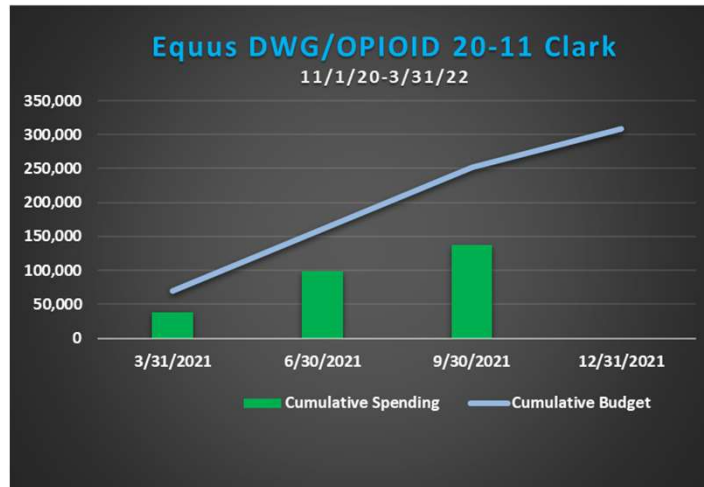
Equus (20-11)  
Nov 2020 – Mar 2022

### 1 Contract Budgeted Funding

Personnel \$162,004  
Operating \$12,026  
Participant \$133,078  
Indirect \$21,948  
Mgmt Fee \$23,441  
TOTAL \$ 352,497

### 2 Contract Notes:

Contract executed Dec 2020



39

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## COVID-19 Economic Recovery + Opioid Disaster Recovery- Cowlitz/Wahkiakum

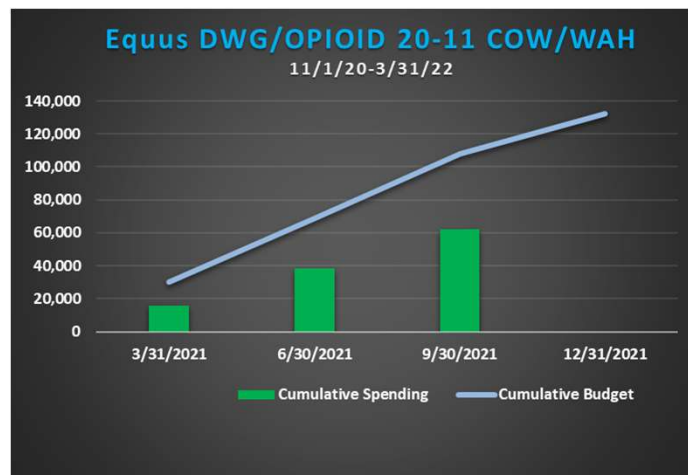
Equus (20-11)  
Nov 2020 – Mar 2022

### 1 Contract Budgeted Funding

Personnel \$ 69,430  
Operating \$5,154  
Participant \$57,034  
Indirect \$9,406  
Mgmt Fee \$10,046  
TOTAL \$151,070

### 2 Contract Notes:

Contract Executed Dec 2020



40

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## COVID-19 Economic Recovery + Opioid Disaster Recovery- SW WA

Equus (20-11)  
Nov 2020 – Mar 2022

Metric	Total to Date	Expected to Date	Expected by 03/22	Performance Achieved
Participants in Disaster Relief Employment (Opioid Recovery)	2	3	4	66%
Participants in Career + Training Services	56	83	183	68%
Participants Receiving Training Services	37	55	105	67%
Participants Exit to Employment	24	49	125	49%

Comments:

Positive strides in all performance categories. WSW has requested 1-year extensions for both the COVID-19 Dislocated Worker Grant and the Opioid Recovery Dislocated Worker Grant.

41

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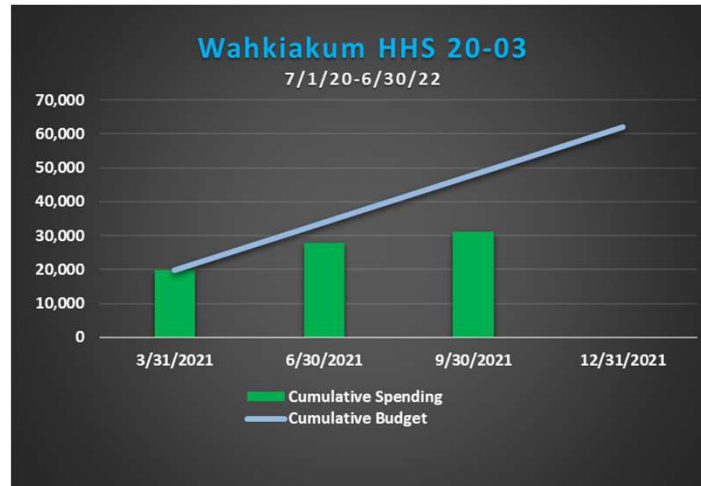
42

## Title I WIOA – System Liaison

Wahkiakum Health & Human Services (20-03)  
Jul 2020 – Jun 2022

- 1 Contract Budgeted Funding  
Personnel \$92,287  
  
TOTAL \$92,287

- 2 Contract Notes:  
  
Budget increased and contract extended to June 30, 2022



43

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## TITLE I WIOA– System Liaison

Wahkiakum Health & Human Services (20-03)  
Jul 2020 – Jun 2022

Metric	Total to Date	Expected to Date	Expected by 09/21	Performance Achieved
Qualified customers ready to seek employment entered into Launchpad	8	20	70	0%
Customers referred to WorkSource for additional training and work experience	0	20	75	0%

Comments:

WHHS had vacant position till late September. Performance goals were unmet due to this transition period and the new position's re-branding, onboarding, and establishment.

Work includes rebranding (Employ Wahkiakum), creation of new print and digital marketing collateral, and establishment of several other operational refreshes to enhance services and program efficacy.

44

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## Title I WIOA System Liaison

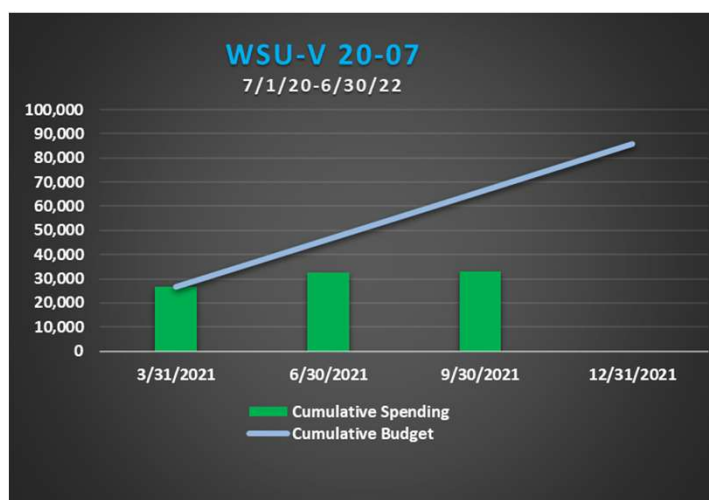
WSU-V (20-07)  
Jul 2020 – Jun 2022

### 1 Contract Budgeted Funding

Personnel \$101,346  
Operating \$12,291  
Indirect \$11,363  
TOTAL \$125,000

### 2 Contract Notes:

FTE hired late  
September resulting  
in low expenditures.



45

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## TITLE I WIOA - System Liaison

WSU-V (20-07)  
Jul 2020 – Jun 2022

Metric	Total to Date	Expected to Date	Expected by 06/22	Performance Achieved
Qualified students ready to seek employment and entered into Launchpad	0	15	75	0%
Diverse students engaged and entered into Launchpad	0	11	48	0%
Work-based learning opportunities supported	0	10	28	30%
Students referred to WorkSource for additional training and/or work experience	0	15	75	0%
Diverse students referred and entered into Launchpad	0	11	48	0%

Comments:

The System Liaison position was vacant for the month of July. The new employee transitioned to working in this role in August, but the salary was not permitted to move over to grant funding until October 1<sup>st</sup>. With the salary moved over to grant funding, efforts are on pace to meet spending targets in the quarters to follow.

46

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## Title I WIOA System Liaison

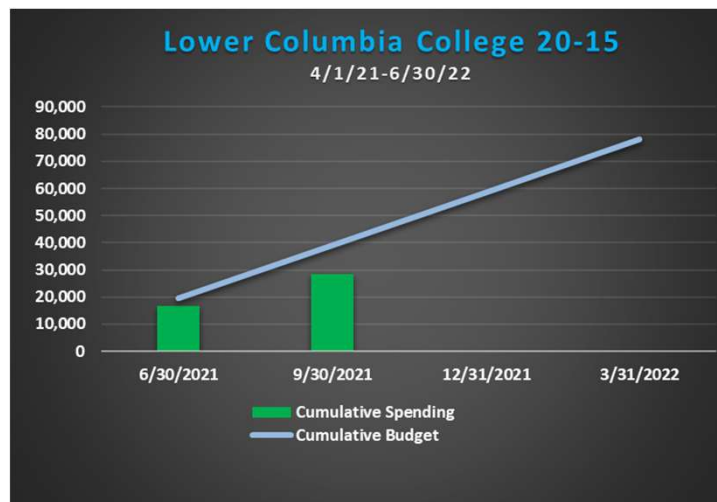
Lower Columbia College (20-15)  
Apr 2021 – Jun 2022

### 1 Contract Budgeted Funding

Personnel \$87,314  
Operating \$1,000  
Indirect \$9,436  
TOTAL \$97,750

### 2 Contract Notes:

None.



47

47

## Title I WIOA - System Liaison

Lower Columbia College (20-15)  
Apr 2021 – Jun 2022

Metric	Total to Date	Expected to Date	Expected by 06/22	Performance Achieved
Qualified students ready to seek employment and entered into Launchpad	23	50	190	12%
Diverse students engaged and entered into Launchpad	28	34	123	23%
Students referred to WorkSource for additional training and/or work experience	25	80	200	13%
Diverse students referred and entered into Launchpad	20	58	145	14%

Comments:


Gains were made in all performance goals, notably among students/job seekers from diverse races and ethnicities. We continue to problem solve with the college how to integrate performance data and student/job seeker directory information into Launchpad per FERPA guidelines

48

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**PY21 PROPOSED BUDGET (Revised) - COMPARISON**  
**Fiscal Year - July 1, 2021 Through June 30, 2022**

Item	Proposed Revised Budget PY21	% of Total	Approved Initial Budget PY21	% of Total	Increase (Decrease)
<b>FUNDING</b>					
<b>FEDERAL FUNDING</b>					
Total WIOA: Regional Resource Allocation	6,466,138	64%	6,554,600	62%	(88,462)
Total WIOA Governor Discretionary Funds	664,542	7%	889,537	8%	(224,995)
Total Other Federal Grants	2,324,031	23%	2,311,009	22%	13,022
<b>TOTAL FEDERAL FUNDING</b>	<b>9,454,712</b>	<b>94%</b>	<b>9,755,146</b>	<b>92%</b>	<b>(300,434)</b>
<b>NON-FEDERAL FUNDING</b>					
Total Private and Unrestricted	210,438	2%	460,276	4%	(249,838)
Total Other Government Funding	441,099	4%	364,286	3%	76,813
<b>TOTAL NON-FEDERAL FUNDING</b>	<b>651,537</b>	<b>6%</b>	<b>824,562</b>	<b>8%</b>	<b>(173,025)</b>
<b>TOTAL FUNDING*</b>	<b>10,106,248</b>	<b>100%</b>	<b>10,579,708</b>	<b>100%</b>	<b>(473,460)</b>
<b>EXPENDITURES</b>					
<b>FEDERAL CONTRACTS</b>					
Total WIOA Contracts	4,477,644	44%	4,222,345	45%	255,299
Total Governor Discretionary Contracts	539,562	5%	696,294	7%	(156,732)
Total Other Federal Grants	1,955,011	19%	1,739,615	18%	215,396
<b>TOTAL FEDERAL CONTRACTS</b>	<b>6,972,216</b>	<b>69%</b>	<b>6,658,254</b>	<b>63%</b>	<b>313,962</b>
<b>NON-FEDERAL CONTRACTS</b>					
Total Private and Unrestricted Contracts	173,461	2%	128,461	1%	45,000
Total Other Government Contracts	381,900	4%	307,143	3%	74,757
<b>TOTAL NON-FEDERAL CONTRACTS</b>	<b>555,361</b>	<b>5%</b>	<b>435,604</b>	<b>4%</b>	<b>119,757</b>
<b>DIRECT AND INDIRECT COSTS</b>					
Total Infrastructure Agreements **	296,155	3%	104,825	1%	191,330
Total WSW Coordination and Admin	2,300,516	23%	2,300,516	24%	-
Total Special Projects & Prepaids	(18,000)	(0%)	(18,000)	(0%)	-
<b>TOTAL DIRECT AND INDIRECT COSTS</b>	<b>2,578,671</b>	<b>26%</b>	<b>2,387,341</b>	<b>23%</b>	<b>191,330</b>
<b>TOTAL EXPENDITURES</b>	<b>10,106,248</b>	<b>100%</b>	<b>9,481,199</b>	<b>100%</b>	<b>625,049</b>
<b>FUNDING LESS EXPENDITURES</b>	<b>0</b>		<b>1,098,509</b>		<b>(1,098,509)</b>
Check Total to Programs 0					
*Revised funding column Does not include reserves of \$1087295					
**Expected IFA expense offset contributions from partners moved to new funding section of the (proposed) report.					

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11				<b>PY21 PROPOSED BUDGET (Revised) - BY YEAR</b>								
12				<b>Fiscal Year - July 1, 2021 Through June 30, 2022</b>								
13												
14												
15				<b>Item</b>	<b>Proposed Budget PY21</b>	<b>% of Total</b>	<b>Future Years</b>	<b>% of Total</b>	<b>Total</b>			
16				<b>FUNDING</b>								
17				<b>FEDERAL FUNDING</b>								
24				Total WIOA - Carry In	2,892,660	29%	-	0%	2,892,660			
32				Total WIOA - New Funding	3,573,478	35%	1,017,276	46%	4,590,754			
34				<b>Net WIOA Funding Available</b>	<b>6,466,138</b>	<b>64%</b>	<b>1,017,276</b>	<b>46%</b>	<b>7,483,414</b>			
41				Total WIOA Governor Discretionary Funds	664,542	7%	277,127	12%	941,669			
51				Total Other Federal Grants	2,324,031	23%	424,347	19%	2,748,378			
53				<b>Net Federal Grants - Other</b>	<b>2,988,574</b>	<b>30%</b>	<b>701,474</b>	<b>32%</b>	<b>3,690,047</b>			
55				<b>NET FEDERAL FUNDING</b>	<b>9,454,712</b>	<b>94%</b>	<b>1,718,749</b>	<b>77%</b>	<b>11,173,461</b>			
57				<b>NON-FEDERAL FUNDING</b>								
64				Total Private and Unrestricted	210,438	2%	218,004	10%	428,442			
71				Total Other Government Funding	441,099	4%	288,901	13%	730,000			
73				<b>NET NON-FEDERAL</b>	<b>651,537</b>	<b>6%</b>	<b>506,905</b>	<b>23%</b>	<b>1,158,442</b>			
75				<b>NET FUNDING AVAILABLE</b>	<b>10,106,248</b>	<b>100%</b>	<b>2,225,654</b>	<b>100%</b>	<b>12,331,903</b>			
77				<b>EXPENDITURES</b>								
78				<b>FEDERAL CONTRACTS</b>								
85				Total WIOA Pre-Existing Contracts	575,024	6%	-	0%	575,024			
93				Total WIOA New Contracts	3,902,620	39%	421,030	19%	4,323,650			
95				<b>Net WIOA Contract Expenditures</b>	<b>4,477,644</b>	<b>44%</b>	<b>421,030</b>	<b>19%</b>	<b>4,898,674</b>			
101				Total Governor Discretionary Contracts	539,562	5%	188,256	8%	727,817			
111				Total Other Federal Grants	1,955,011	19%	261,324	12%	2,216,335			
113				<b>Net Federal Contracts</b>	<b>2,494,573</b>	<b>25%</b>	<b>449,580</b>	<b>20%</b>	<b>2,944,152</b>			
115				<b>NET FEDERAL CONTRACTS</b>	<b>6,972,216</b>	<b>69%</b>	<b>870,609</b>	<b>39%</b>	<b>7,842,826</b>			
117				<b>NON-FEDERAL CONTRACTS</b>								
124				Total Private and Unrestricted Contracts	173,461	2%	-	0%	173,461			
131				Total Other Government Contracts	381,900	4%	267,750	12%	649,650			
133				<b>NET NON-FEDERAL CONTRACTS</b>	<b>555,361</b>	<b>5%</b>	<b>267,750</b>	<b>12%</b>	<b>823,111</b>			
142				<b>TOTAL DIRECT AND INDIRECT COSTS</b>	<b>2,578,671</b>	<b>26%</b>	<b>-</b>	<b>0%</b>	<b>2,578,671</b>			
144				<b>TOTAL EXPENDITURES</b>	<b>10,106,248</b>	<b>100%</b>	<b>1,138,359</b>	<b>51%</b>	<b>11,244,608</b>			
146				<b>Reserves</b>	<b>0</b>		<b>1,087,295</b>		<b>1,087,295</b>			
147				Check Total to Programs	-							