

WSW BOARD OF DIRECTORS MEETING Tuesday, December 12, 2023 4:00 pm to 6:00 pm

Workforce Southwest Washington - Mt. Rainier Room

4:00 pm	Welcome, introduction of members, guests, and	d staff
4:10 pm	Consent AgendaMinutes, Contract, Policy Memos *	Paige Spratt
4:15 pm	FinanceTreasurers ReportPY23 Budget Revision Presentation *	Renny Christopher Barri Horner
4:35 pm	 Governance Board Nominations * Officer Nominations * Officer Recognition 	A.D. Simmons, Miriam Halliday Nathan Webster & Tracy Doriot
4:50 pm	Strategic Plan Reflection Break Out	Miriam Halliday
5:50 pm	Board Recognition	Paige Spratt
5:55 pm	Public Comment	Paige Spratt
6:00 pm	Adjourn	Paige Spratt

^{* -} Action Required



WSW Board Meeting Minutes September 12, 2023 4:00 p.m. Zoom Conference Call

Board Members Present: Jen Baker, Adam Blackwell, Mike Bridges, Bob Carroll, Renny Christopher, Monte Constable, Karin Edwards, Brent Freeman, Corey Giles, Suba Jagannathan, Tennille Johnson, Ilona Kerby, Mandy Kipfer, Sue Marshall, Nick Massie, Ebony Price, A.D. Simmons, Paige Spratt, Lee Tischer, Jasmine Tolbert, John Vanderkin, and Nathan Webster.

Board Members with Absences: Tracy Doriot, Bob Gustainis, Bill Sauters, Rodney Seales, Stacey Smith, Ted Sprague, Mark Tishenko, and Adrienne Watson.

Guests Present: Chad Sellers, Heather Rothero, and Karen Knauss.

Staff Members Present: Racheal Andersen, Mando Antonino, Barri Blair, Linda Czech, Denise Elliott, Marnie Farness, Amy Gimlin, Betsy Hanrahan, Darcy Hoffman, Alyssa Joyner, Kari Kollander, Lyn Love, Julia Maglione, Sean Moore, Nolan Yaws-Gonzalez, and Traci Williams.

Welcome, Introduction of Members, Guests, and Staff

Chair Paige Spratt opened the meeting at 4:01 p.m. and welcomed everyone in attendance. Members and staff introduced themselves via 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 13, 2023, Contract Memo, Policy Memo; which included WSW Data Element Validation Policy #3037-3 and WSW Eligibility Handbook – Attachment A.

Brent Freeman moved to approve the Consent Agenda as presented, second by Nick Massie. Motion carried.

FINANCE

Treasurer, Renny Christopher went over the Treasurer's Memo with the Full Board and gave updates on the quarterly reports, potential funding, WSW's new Staff Accountant hire, and the upcoming annual financial audit that will begin in December.

WSW UPDATE

WSW's Director of Business Services, Darcy Hoffman updated the board on the IBR Workforce Study and the progress made. WSW's Director of Programs, Marnie Farness gave highlights on two grants that WSW had been working on with successes. WSW's COO, Amy Gimlin shared with the board that the December board meeting will be Chair Paige Spratt's last meeting as Chair. Also shared was that Next, youth

WSW Board of Directors Meeting September 12, 2023 Page | 1 employment center celebrates five years of successes. The state Workforce board will be renewing the state plan later this year, that will play into WSW's local and strategic plan renewals in 2024.

WORKSOURCE VANCOUVER REIMAGINE PRESENTATION

WSW's COO, Amy Gimlin; Project Advisory Committee, Monte Constable and Tennille Johnson; and LSW's Heather Rothero and Karen Knauss presented the WSW Board the Vancouver WorkSource office predesign packet that touched on the project summary, survey results, project drawings, project estimates and timeline. Two floor plans were shared and opened the space up to the board for questions and concerns that were answered by the PAC, COO Gimlin, and LSW.

PUBLIC COMMENT

Public comments were invited but none were forthcoming.

ADJOURNMENT

With nothing further for the good of the order, Chair Spratt entertained a motion to adjourn the meeting at 5:25 p.m.

Jen Baker moved to adjourn the meeting at 5:25 p.m.



CONTRACT MEMO

DATE: DECEMBER 6, 2023

TO: WSW BOARD OF DIRECTORS

FROM: LINDA CZECH, WSW CONTRACTS MANAGER

RE: CONTRACT/GRANT UPDATES (OCTOBER-DECEMBER 2023)

WSW *modified* the following contracts:

- Partners in Careers modified WIOA Youth contract to increase budget by \$116,986 for total budget of \$215,357 and extend end date to June 30, 2024.
- Career Path Services modified WIOA Youth contract to increase budget by \$393,966 for total budget of \$642,692.30 and extend end date to June 30, 2024.
- Nancy Pionk Consulting modified to adjust budget, no change in total budget \$15,755 or end date of December 31, 2023.
- Career Team modified WIOA Youth contract to revise the budget, no change in total budget \$122,216 or end date of June 30, 2024
- Equus modified Fourth Plain Navigator to revise Performance and Productivity, no change to budget or end date.
- Equus modified Career National Dislocated Worker to extend end date to June 30, 2024. No change in budget.
- Equus modified State EcSA (Economic Security for All) to revise performance and productivity details. No change in budget or end date.
- Equus modified Community Development Block Grant (CDBG) contract to end Basic Food Employment & Training (BFET) requirements as of September 30, 2023, and no change in budget of \$423,220 extend end date to December 31, 2023.
- Lower Columbia College modified to end Cost Reimbursement contract to move to a Professional Services agreement, end date **September 30, 2023.**
- Clark College modified to end Cost Reimbursement contract to move to a Professional Services agreement, end date **September 30, 2023.**
- Washington State University modified to end Cost Reimbursement contract to move to a Professional Services agreement, end date September 30, 2023.

WSW *executed* the following contracts:

- Greater Vancouver Chamber for \$70,000 to lead business development activities in "NEXT", ending June
 30, 2024.
- Love Overwhelming for \$25,000 to provide access to high-quality employment and advancement opportunities in Cowlitz and Wahkiakum counties, ending **September 30, 2024.**
- Career Path Services for \$448,420 for One Stop Operator ending September 30, 2024.
- Career Team for \$900,000 for WIOA Adult and Dislocated Worker contract, ending September 30, 2024.
- Lower Columbia College for \$34,800.90 System Liaison Professional Services contract ending June 30,
 2024.
- Clark College for \$37,141 System Liaison Professional Services contract ending June 30, 2024.
- Washington State University for \$43,406.25 System Liaison Professional Services contract ending June 30, 2024.

WSW notification of grant award/execution:

- WSW received a <u>grant award</u> for the Basic Food Employment & Training (BFET) from Department of Social & Health Services amount is \$158,766, end date **September 30, 2024**.
- WSW received a grant modification for Federal Economic Security for All, no change in total amount or end date.
- WSW received notice of award for American Rescue Plan Act (ARPA) from Clark County Community Grant Program II total grant amount is **\$100,000**.
- WSW received notice of award for Opioid Disaster Recovery National Dislocated Worker Grant (NDWG) total grant amount is \$687,000 end date September 30, 2025.
- WSW received a <u>grant modification</u> for the Basic Food Employment & Training (BFET) from Department of Social & Health Services to decrease amount by -\$103,766 for total grant amount of \$55,000, end date September 30, 2024.
- WSW received grant award Opioid Disaster Recovery Dislocated Worker Grant (DWG) for \$687,000, end date September 30, 2025.
- WSW received a <u>notification of grant award</u> for Economic Security for All (EcSA) Community Reinvestment Funds from Employment Security Department for **\$1,762,986**, end date **May 31, 2025**.
- WSW received a grant modification for Career National Dislocated Worker Grant from Worksystems, no change in total grant amount or end date.
- WSW received a grant award for American Rescue Plan Act (ARPA) from Clark County for \$100,000 ending December 31, 2024.

Board Approval Needed

- Approval needed for <u>Opioid Disaster Recovery National Dislocated Worker Grant (NDWG</u>) with Equus Workforce Solutions, contract for October 1, 2023, to September 30, 2025. Contract amount not to exceed \$620,095 to provide services in Clark, Cowlitz, and Wahkiakum counties.
 - Program aimed at supporting individuals impacted by Opioid Use Disorder through career services, training (education, OJTs, WEXs), supportive services, and it will pay for three FTE peer navigator positions (12 mos. each, wages, and benefits). There will also be a strong element in assisting re-entry/justice involved individuals.
- Approval needed for <u>The Community Reinvestment EcSA Career Accelerator Incentive Program</u> with Equus Workforce Solutions, contract not to exceed \$960,000. Contact ending May 31, 2025, will provide services in Clark, Cowlitz, and Wahkiakum counties.
 - Fund Incentives incentive payments to Economic Security for All (EcSA) participants who are making progress on their career plans with a focus is on Black, Indigenous, and Latinx participants.
 - Help Community Reinvestment EcSA Businesses, with a focus on Black, Latinx, and Indigenous owned or operated businesses, to develop business partnerships that lead to training and employment opportunities.



POLICY MEMO

DATE: DECEMBER 5, 2023

TO: MIRIAM HALLIDAY

WSW BOARD OF DIRECTORS

FROM: TRACI WILLIAMS, WSW OFFICE MANAGER/EXECUTIVE ADMINISTRATOR

RE: POLICY UPDATES

WSW One-Stop Operator Policy #4011

This is a new policy for WSW. WSW discovered during the RFP process for the One Stop Operator that there was a need in the system for a One Stop Operator Policy. The policy describes with clarity the role and responsibilities of the One Stop Operator and WSW within the system. Other Workforce Development Areas have written a similar policy with great success.

Based on the approval process, this policy approval falls under Tier 3 Executive Committee approval. *Executive Committee approved on September 27, 2023.* Also, requires the Full Board approval.

Tier 3 - Substantial

<u>Definition</u>: 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 the Executive Committee and Full Board.

WSW Monitoring Policy #2003-5

This was a revision to our Monitoring Policy. In this revision, WSW added the Equal Opportunity monitoring process and procedure to allow separation of documented reports, while still conducting simultaneously with program and fiscal monitoring. Furthermore, added to the term definitions and clarified timelines for the monitoring process.

Based on the approval process, this policy approval falls under Tier 3 Executive Committee approval. *Executive Committee approved on October 25, 2023*. Also, requires the Full Board approval.

Tier 3 - Substantial

<u>Definition</u>: 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 the Executive Committee and Full Board.

WSW Careers NDWG Policy #3041

This is a new policy for WSW. Previously WSW provided guidance for Careers NDWG supportive services through TA Memo 38 and the subcontract. During the last round of DOL monitoring, it was decided The Collaborative must use the same policy written by WorkSystems. Policy includes information conveyed through the TA memo, TEGL 25-20, TEGL 16-21, TEGL 10-16, Change 2, and regional guidance from WSI. The policy provides comprehensive guidance for eligibility criteria, support services, and training services, as well as requirements for documentation, performance, and MIS.

Based on the approval process, this policy approval falls under Tier 3 Executive Committee approval. *Executive Committee approved on October 25, 2023*. Also, requires the Full Board approval.

Tier 3 - Substantial

<u>Definition</u>: 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 the Executive Committee and Full Board.

WSW Supportive Service Policy 3005-10

This was a revision to our Supportive Service Policy. This policy was revised to remove the Youth Incentives section out of the policy to allow WSW to write its own Youth Incentives Policy. Revised <u>Supportive Service Policy</u> 3005-10 is posted for your reference.

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

Tier 1 - Minimum

<u>Definition</u>: 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.

WSW Training Policy Handbook - Attachment A

This was a revision to our Training Policy Handbook – Attachment A. This policy was revised to add Next alongside WorkSource for participation in CNA funded programs and to clarify short-term vs ITA training in WIOA programs.

Based on the approval process, this policy approval falls under Tier 3 Executive Committee approval. *Executive Committee approved on December 5, 2023*. Also, requires the Full Board approval

Tier 3 - Substantial

<u>Definition</u>: 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 the Executive Committee and Full Board.

WSW Youth Incentives Policy 3042

This is a new policy for WSW. WSW created this policy to provide guidance on the expected use of incentives for youth enrolled in Title I of WIOA to support comprehensive service delivery for recognition and achievement directly tied to training activities and work experiences. Other Workforce Development Areas have written a similar policy with great success.

Based on the approval process, this policy approval falls under Tier 3 Executive Committee approval. *Executive Committee approved on December 5, 2023*. Also, requires the Full Board approval

Tier 3 - Substantial

<u>Definition</u>: 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 the Executive Committee and Full Board.

WSW Record Retention Policy 2002-3

This was a revision to our Record Retention Policy. Employment Security Department revised the state policy to clarify the retention schedule when any litigation or audit is under way. Revised Record Retention Policy 2002-3 is posted for your reference.

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

Tier 1 - Minimum

<u>Definition</u>: 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.



TREASURER'S MEMO

DATE: DECEMBER 12, 2023

TO: WSW BOARD OF DIRECTORS

FROM: RENNY CHRISTOPHER, WSW BOARD TREASURER $\operatorname{\mathcal{L}}$

BARRI BLAIR, CHIEF FINANCIAL OFFICER

RE: FINANCE COMMITTEE REPORT OUT

A meeting of the Finance Committee and the Executive Board was held on December 5th, 2023. WSW 1st quarter spending and obligations reports were included in the meeting packet for review. Mid-year budget revision documents were reviewed and discussed with members agreeing the budget as presented should be forwarded to the Full Board for approval.

QUARTERLY REPORTS – QUARTER ENDING 9/30/23

A summary memo (page 2) is included for review. The full suite of reports is included with your board materials.

MID-YEAR BUDGET REVISION EFFECTIVE 01/01/2024

A summary memo (page 3,4,5) and detailed reports (pages 6,7,8) are included for review.

ANNUAL FINANCIAL AUDIT

The audit firm of Johnson, Stone, and Pagano is compiling the audit report for the fiscal year ending 06/30/2023. The report will be presented to the Finance Committee and Executive Board in January 2024. The final report will be available at the March 2024 Board of Directors Meeting.



MEMO

DATE: DECEMBER 5, 2023

TO: WSW FINANCE COMMITTEE WSW EXECUTIVE BOARD

FROM: BARRI BLAIR, CHIEF FINANCIAL OFFICER

RE: WSW QUARTERLY FINANCIAL REPORTS

WSW quarterly spending reports for the first quarter of the current fiscal year are available and were included in the meeting packet.

QUARTERLY REPORTS

WSW Coordination and Admin: Total spending for WSW operations is at 23.5% of budget as of September 30,2023. Noteworthy variances are explained on the report. Many categories are not expected to be spent evenly across the year, such as Equipment, Travel, and Conferences. There are no concerns with current spending rates.

WSW WIOA Fund Obligations: All active WIOA Formula Fund Grants are displayed for the three funding streams. The prior year's grant allocations are 100% obligated for all funds. Current year grants are required to be 80% obligated by June 30, 2024. Obligation totals include all contracts in place as of November 22, 2023 and all operational spending as of September 30, 2023. Only contracted funds can be obligated before they are spent. Operational costs are obligated over time as funds are expended.

WSW WIOA Subcontract Details : This report is a detailed list of current WIOA Formula contracts by category with comparison to the total revised contract budget. Youth contracts executed last year for services in the current year are included in the youth total.

Grant Budget vs Actual Spending: These reports communicate the details of competitive and other state and federal grants with fixed grant terms which have been awarded to WSW. Most have line item budgets. Data displayed in the reports includes the length of the funding term, budget versus actual spending by budget line item, and contracted obligations. WIOA Formula funding is not included in this group of reports. Most of the funds are on track with expectations. Activity is expected to increase over the course of the year for those that are behind in spending relative to the length of time they have been in play. The current year's BFET/DSHS grant has expired but has been renewed. The ability to continue to stand up this program, and others, will be enhanced by new program staff. A summary of the grant reports with comments on selected data is included.

Subcontract Spending and Performance : These reports display spending and performance measured against expectations for individual programs/contracts. All funding sources are represented. The reports also display qualitative information regarding the status of the program in the form of comments developed by program management staff.



BUDGET MEMO

DATE: DECEMBER 5, 2023

TO: WSW FINANCE COMMITTEE MEMBERS

WSW EXECUTIVE BOARD MEMBERS

FROM: BARRI BLAIR, WSW CHIEF FINANCIAL OFFICER

RE: WSW 2023-2024 (PY23) BUDGET REVISION EFFECTIVE JANUARY 1, 2024

The following are highlights of the revised WSW 2023-2024 (PY23) annual budget. Detailed budget reports and worksheets are included in the meeting packet.

WIOA FUNDING and CONTRACTS

Increased WIOA Formula funding carry-in, Rapid Response allocation for Dislocated Workers, and a small additional allocation from ESD resulted in an 9% increase in available WIOA funding for PY23 after future year reserves and holdback for executed contracts was accounted for. The increase in carry-in was a result of underspending realized when actual costs totals for the fiscal year operations and contracts were finalized.

Item	Proposed Budget PY23	Approved Intitial Budget PY23	Increase (Decrease)	% Change
WIOA: Regional Resource Allocation				
ACP	488,889	516,665	(27,777)	(5%)
Adult	1,389,157	1,375,725	13,432	1%
Dislocated Workers	1,219,989	1,006,835	213,154	21%
Youth	1,540,881	1,349,159	191,722	14%
Total WIOA: Regional Resource Allocation	4,638,916	4,248,384	390,532	9%

The WIOA contracting budget was increased for PY23 using de-obligated funds from prior years' underspent contracts.

п	TEM .	Proposed Budget PY23	Approved Intitial Budget PY23	Increase (Decrease)	% Change
ADULT New Contracts		886,655	847,169	39,486	5%
DISLOCATED WORKER New	Contracts	904,277	687,777	216,500	31%
YOUTH New Contracts		1,040,018	786,565	253,453	32%
		2,830,950	2,321,511	509,439	22%

The following table is a summary of current WIOA Formula contracts by category with comparison to the total revised contract budget. Youth contracts executed last year for services in the current year are included in the youth total.

	Adult	DW	Youth
TOTAL in Contracts	819,859	813,397	1,030,469
Systems Liasons	112,761	113,544	15,411
Systems Technology	-	-	1,690
Direct Workforce Development Systems Support	3,761	3,787	578
Business Services-Quality jobs	50,317	50,667	7,731
Outreach	35,825	36,073	-
Participant Training and Career Services	617,196	609,326	1,005,060
New Contracting Budget REVISED	886,655	<u>904,277</u>	1,040,018
Contracts budget remaining	66,796	90,880	9,549

Increased WIOA Formula Funding carry-in also resulted in an 57.5% increase in dollars available for Operations and Reserves after subcontract allowance. 90% of the increase equal to \$665,904 is included in reserves for the future year.

	WIOA Adult,DW,Youth, Admin
1,290,502	Total initial available for Operations and Reserves
2,033,157	Total available revised for Operations and Reserves
57.59	% Increase over initial budget

NEW FUNDING

The following sources of funding were added to the revised budget. These figures represent funding for both operations and contracting in the current and future years. Total new funding equals \$4,112,987.

ITEM	Proposed Budget PY23	Future Years	Total
OPIOID NDWG PY23	408,478	791,522	1,200,000
WJI-CGC Sectoral Partnership	228,571	571,429	800,000
DOL: Future Leaders	97,195	252,805	350,000
DOC: Incentive	240,088	411,579	651,667
DOC: Business Serv. & Training	409,434	701,886	1,111,320

TOTAL FUNDING

Overall funding for the current program year decreased 8% over PY22 and increased 11% over the initial approved budget for PY23.

Item	Proposed Budget PY23	Approved Revised Budget PY22	Increase (Decrease)	% Change	Approved Intitial Budget PY23	Increase (Decrease)	% Change
TOTAL FUNDING	9,410,198	10,260,060	(849,863)	(8%)	8,481,832	928,366	11%

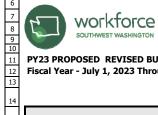
EXPENDITURES and RESERVES

Total expenditures for contracts is up 17% after the increase in carry-in funding for NEW WIOA contracts and other new funding added to the budget. Infrastructure costs increased 3% attributable to increased WSW costs at the NEXT Center. A combination of the loss of contributing partners and increased contractor staff caused the increase. Additional operating cost adjustments including additions in the personnel category, costs related to technology updates and required lease accounting changes resulted in a 3% increase in WSW Coordination and Administration costs equal to \$68,233.

Total reserves to be carried forward to PY24 are budgeted at \$1,895,291, up 522% from the initial budget. Reserves represent current year WIOA funds intended to support operations in the future year and other funds held back from multi-year grant programs which must be self-supported through the end of their terms.

		Year ov	er Year	Change from Initial Approved (June 2023) Current Year							
Item	Proposed Budget PY23	Approved Revised Budget PY22	Increase (Decrease)	% Change	Approved Intitial Budget PY23	Increase (Decrease)	% Change				
TOTAL FEDERAL CONTRACTS	5,165,186	5,583,611	(418,425)	(7%)	4,654,395	510,791	11%				
TOTAL NON-FEDERAL CONTRACTS	1,317,666	1,218,611	99,055	8%	876,694	440,972	50%				
TOTAL ALL CONTRACTS	6,482,852	6,802,222	(319,370)	(5%)	5,531,089	951,763	17%				
Total Infrastructure Agreements	426,776	298,438	128,338	43%	413,978	12,798	3%				
Total WSW Coordination and Admin	2,500,570	2,525,075	(24,506)	(1%)	2,432,336	68,233	3%				
TOTAL DIRECT AND INDIRECT COSTS	2,927,346	2,823,514	103,832	4%	2,846,314	81,032	3%				
TOTAL EXPENDITURES	9,410,198	9,625,735	(215,537)	(2%)	8,377,403	1,032,795	12%				
RESERVES	1,895,291	1,323,944	571,347	43%	304,913	1,590,378	522%				

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PY23 PROPOSED REVISED BUDGET - BY PROGRAM

	Fiscal Year - July 1, 2023 Through June 30, 2024																								
13								FEDERAL F	FUNDING										NON-FED	ERAL FUND	ING				
14			WIOA:	: Regional Res	source Alloca	ition				Other Federal	Grants					Private a	and Unrestric	cted			0	ther Govern	nment Grants		
15	Item	Proposed Budget PY23	ACP	Adult	DW	Youth	THRIVE - ECSA FED Round 2	Opioid NDWG PY23	Career DWG (WSI)	THRIVE -ECSA FED Round 3	QUEST National DW 7572-03	WJI-CGC Sectoral Partnership	Summerworks	DOL Future Leaders	Community Foundation	JP Morgan Chase	Key Bank	BFET	Other	G B G	City o Fourt Forwi	EcSA Genel PY23	Clark County - ARPA Re-Entry Funding	DOC Incentive	DOC Business Serv. & Training
16 17 18			N/A 16.70%	N/A 12.35%	N/A 12.76%	N/A 15.81%	6/30/24 2.16%	9/30/25 2.33%	6/30/24 1.03%	6/30/24 3.47%	9/30/24 5.25%	Unexecuted 2.00%	12/31/25 U 6.53%	Unexecuted 3.02%	N/A 0.00%	9/30/24 0.96%	N/A 0.00%	N/A 1.42%	N/A 0.41%	12/31/23 0.00%	12/31/23 0.00%	6/30/24 8.66%	Unexecuted U	Unexecuted U 0.61%	Unexecuted 3.50%
18	FUNDING Carry In	5,535,049	3.92% 232,434	11.60% 667,184	10.45% 529,853	12.64% 809,259	0.98% 140,559	8.37%	2.31% 331,139	2.42%	6.81% 976,245	5.58%	10.22% 1,464,617	2.44%	0.64% 91,341	0.70%	0.03% 4,115	1.54% 171,351	0.63% 69,896	0.28% 40,000	0.05% 7,057	5.41%	0.70%	4.55%	7.75% -
19 20 21	New Funding	8,799,269	329,413	995,148	967,386	1,002,191	· -	1,200,000	· -	346,724	´-	800,000	· · · -	350,000	-	100,000	-	49,625	20,000	40,000		775,794	100,000		1,111,320
21	Holdbacks for Future Contracts Holdbacks for Future WSW Operations (RESERVES)	(3,248,515) (1,895,291)	- (72,959)	(221,664) (149,272)	(226,069) (145,108)	(298,565)	-	(666,609) (124,913)	-	-	(138,583) (40,000)	(424,821) (146,607)	(622,213) (224,555)	(21,250) (231,555)	- (41,341)	(7,000)	-	(139,384)	(37,872)	- 0	-	-	(20,000) (30,000)		(526,415) (175,472)
23	Operator Cost Reimbursement per IFA	219,685	(12,333)	97,761	93,927	27,996		(12 1,913)			(10,000)	(110,007)	(227,333)	-	(11,571)	(7,000)		(133,304)	(37,672)	U			(30,000)	(30,000)	(1/3,7/2)
22 23 21 25 20	TOTAL FUNDING	9,410,198	488,889	1,389,157	1,219,989	1,540,881	140,559	408,478	331,139	346,724	797,661	228,571	617,849	97,195	50,000	93,000	4,115	81,592	52,024	40,000	7,057	775,794	50,000	240,088	409,434
27	EXPENDITURES					4,638,916 Ch	neck figure							2,870,982	7,509,898 Ch				280,732	Check Figure			872,851		1,522,373
	FEDERAL AND NON FEDERAL CONTRACTS Pre-Existing Contracts	1,711,268	_	362.564	168,187	38,038	57,692		301,097		732,519			,,.,0,302	,,,,,,,,, (J	4,115		-00//32	40,000	7.057		_,_,031		1,322,373
30	New Contracts	8,020,099	-	886,655	904,277	38,038 1,040,018	57,692 19,711	1,006,800	-	245,257	50,000	- 594,750	1,048,832	30,000	50,000	65,000	· -	40,000	40,000	0		- 522,232	40,000	603,077	833,490
28 29 30 31 33 33 33 33 33 41 42 43 44 45 50 51 55 55 55 66 67 68 69 99 99 101	Future Year Portion of New Contract	(3,248,515)	-	(221,664)	(226,069)	-	-	(666,609)	-	-	(138,583)	(424,821)	(622,213)	(21,250)	=	`-	-	-	-	0	-	-	(20,000)	(380,891)	(526,415)
33	TOTAL FEDERAL AND NON FEDERAL CONTRACTS	6,482,852	-	1,027,555	846,395	1,078,056	77,403	340,191	301,097	245,257	643,935	169,929	426,619	8,750	50,000	65,000	4,115	40,000	40,000	40,000	7,057	522,232	20,000	222,186	307,075
35	DIRECT AND INDIRECT COSTS Infrastructure Agreements					2,952,005 Che	reck fig							1,795,587	5,156,436				199,115				589,289	771,476	1,071,494
38	Infrastructure Agreements Allocated Costs WSW Share	426,776	-	38,855	42,121	165,724	855	6,686	12,036	16,105	34,003	2,861	79,560		-	-			-	-	-	23,278	522	-	4,172
41	Total Infrastructure Agreements	426,776	-	38,855	42,121	165,724	855	6,686	12,036	16,105	34,003	2,861	79,560	-	-	-	-	-	-	-	-	23,278	522	-	4,172
42 43	WSW Coordination and Administration																								
44	Personnel - wages and benefits	2,077,421	-	-	-	-	-	-	-	-	-	-	- 1	(- J	-	-	-	-	-	-	-	-	-	-	-
45 46	Professional fees - accounting, legal, consulting IT: Professional support	68,950 40,200	-	-	-	-		-	-				: 1							-	-	-			-
47	IT:Licensing, annual fees,software	34,801				648	-	-	-	-	-		-	-	-		-	-	-		-	-	-		-
48 49	Supplies-general office & kitchen Telephone	7,377 12,500	-	-	-	-		-					1,199	1,373						-		-			-
50	Postage, print,copy, rentals	200	-			-				-			-	-				- 1	-		-				-
51 52	Occupancy External Printing & publications	134,340 750	-	-	-	-		-		-		-		-		-	-		-	-	-	-	-		-
54	External Printing & publications Individual Travel																								
55	Local travel & mileage	10,000	-	-	-	-	-	600	-	1.504	-	-	1,761	-	-	-	-	-	-	0	-	2,639	-	-	-
56 57	Long distance travel Individual Travel	5,000 15,000						600	-	1,500 1,500	The state of the s	win.	1.761	The same		win.	wind.	win.	win.	-		1,000 3,639	The same	with the	
59	Conferences & Meetings	·						550		_,000												.,505			
60	Individual Industry and CBO	9,500	-	- 2,314	- 2,330	- 356	-	-	-	-	-		-	-	-	•	-	-	-	-	-	-	-	-	-
62	Group Conference Events including Travel Washington Workforce Association (WWA)	13,000		6,017	6,059	924													:						
63	National Association of Workforce Boards (NAWB)	9,000	-	4,166	4,194	640	-	-	-	-	-			-	-	•	-	-	-	-	-	-	-	-	-
65	Prepaid NAWB Registration and Flights Conferences & Meetings	31,500	-	- 12,497	12,583	1,920	-	-	-	-	-	-	-	-	-	-			-	-	-	-			-
66	Insurance	19,464	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-		-	- 1	-	-	-	- 1
67 68	Furniture & equipment Local meeting support	20,870 6,000	20,870	1,389	1,398	- 213																			-
69	Memberships & Subscriptions	23,696	-	6,387	6,432	981	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-
70 74	Staff Training Total WSW Coordination and Admin	7,500 2,500,570	20,870	- 20,272	20,413	- 3,763	-	600		- 1,500		in its	- 2,960	- 1,373	i		-			-	-	- 3,639		in its	-
90 99	TOTAL DIRECT AND INDIRECT COSTS	2,927,346	20,870	59,127	62,534	169,486	855	7,286	12,036	17,605	34,003	2,861	82,520	1,373						0		26,917	522		4,172
101	TOTAL EXPENDITURES	9,410,198	20,870	1,086,682	908,928	1,247,542	78,257	347,477	313,133	262,862	677,938	172,790	509,139	10,123	50,000	65,000	4,115	40,000	40,000	40,000	7,057	549,149	20,522	222,186	311,248
	Net Revenue Less Expenditures Before Admin Transfer	(0)	,	302,475	311,061	293,339	62,301	61,001	18,006	83,862	119,723	55,782	108,710	87,072	(0)	28,000	, .	41,592	12,024	0	.,	226,645	29,478	17,902	98,186
- -		_ _ _			_ _ _		_ 		_ _ _											_ 	_ 	_ 			

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WORKFORCE
SOUTHWEST WASHINGTON

PY23 PROPOSED BUDGET (Revised) - BY YEAR | 12 | Fiscal Year - July 1, 2023 Through June 30, 2024

14						
15	Item	Proposed Budget PY23	% of Total	Future Years	% of Total	Total
	FUNDING					
17	FEDERAL FUNDING					
24	Total WIOA - Carry In	2,238,729	24%	-	0%	2,238,729
25	Takal M/IOA Novy Funding	2 400 107	200/	1 112 627	220/	2 512 024
32 33	Total WIOA - New Funding	2,400,187	26%	1,113,637	22%	3,513,824
34	Net WIOA Funding Available	4,638,916	49%	1,113,637	22%	5,752,553
35		.,000,020	.570	_//		0,102,000
36						
41	Total WIOA Governer Discretionary Funds	487,283	5%	-	0%	487,283
42						
54	Total Other Federal Grants	2,480,895	26%	2,641,106	51%	5,122,001
55	Not Fodoval Cyanta Othor	2 069 177	220/	2 641 106	E10/	F 600 394
56 57	Net Federal Grants - Other	2,968,177	32%	2,641,106	51%	5,609,284
58	NET FEDERAL FUNDING	7,607,093	81%	3,754,743	73%	11,361,837
59		1,001,000		2/12 3/1 12		,_,
60	NON-FEDERAL FUNDING					
68	Total Private and Unrestricted	280,732	3%	225,597	4%	506,329
69						
78	Total Other Government Funding	1,522,373	16%	1,163,465	23%	2,685,838
79	NET NON FEDERAL	1 002 104	100/	1 200 062	270/	2 102 167
80 81	NET NON-FEDERAL	1,803,104	19%	1,389,062	27%	3,192,167
	NET FUNDING AVAILABLE	9,410,198	100%	5,143,806	100%	14,554,004
83		5,125,255		3/213/333		_ 1,00 1,00 1
84	EXPENDITURES					
85	FEDERAL CONTRACTS					
92	Total WIOA Pre-Existing Contracts	568,788	6%	-	0%	568,788
100	Total WIOA New Contracts	2,383,217	25%	447,733	9%	2,830,950
102 103	Net WIOA Contract Expenditures	2,952,005	31%	447,733	9%	3,399,738
103	Total Governer Discretionary Contracts	322,660	3%	-	0%	322,660
119	Total Other Federal Grants	1,890,521	20%	1,873,477	36%	3,763,998
120		, , -		,,		2, 22,222
121	Net Federal Contracts	2,213,181	24%	1,873,477	36%	4,086,658
122						
123	NET FEDERAL CONTRACTS	5,165,186	55%	2,321,210	45%	7,486,396
124 125	NON EEDERAL CONTRACTS					
	NON-FEDERAL CONTRACTS Total Private and Unrestricted Contracts	199,115	2%	_	0%	199,115
133 143	Total Other Government Contracts	1,118,551	12%	927,305	18%	2,045,856
144	23. 22. 22. 23. 23. 23. 23. 23. 23. 23.	_,0,001		/ 500	/ 0	_,5,550
145	NET NON-FEDERAL CONTRACTS	1,317,666	14%	927,305	18%	2,244,971
146						
147	DIRECT AND INDIRECT COSTS					
148	Infrastructure Agreements	426,776	5%	N/A	0%	426,776
149 150	WSW Coordination and Admin	2,500,570	27%	N/A	0%	2,500,570
151	VVSVV COORDINATION AND AUTHIN	2,300,370	Z/70	IN/A	0.70	2,300,370
154	TOTAL DIRECT AND INDIRECT COSTS	2,927,346	31%	-	0%	2,927,346
155		_,= _, ,				_,5_2,72.10
	TOTAL EXPENDITURES	9,410,198	100%	3,248,515	63%	12,658,713
157						
	Reserves	(0)		1,895,291	37%	1,895,291
159				Initial Reserves:	F220/	304,913
160				Change:	522%	1,590,378

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PY23 PROPOSED BUDGET (Revised) - COMPARISON Fiscal Year - July 1, 2023 Through June 30, 2024

13				Year ov	er Year			Change from I	nitial Approv	ved (June 2023)	Current Year
14	Item	Proposed Budget PY23	% of Total	Approved Revised Budget PY22	% of Total	Increase (Decrease)	% Change	Approved Intitial Budget PY23	% of Total	Increase (Decrease)	% Change
15	FUNDING					-				-	
16	FEDERAL FUNDING										
35	Total WIOA: Regional Resource Allocation	4,638,916	49%	6,560,613	64%	(1,921,697)	(29%)	4,248,384	50%	390,532	9%
41	Total WIOA Governer Discretionary Funds	487,283	5%	171,350	2%	315,933	184%	520,002	6%	(32,719)	(6%)
52	Total Other Federal Grants	2,480,895	26%	1,854,884	18%	626,011	34%	2,073,787	24%	407,108	20%
54 56	TOTAL FEDERAL FUNDING	7,607,093	81%	8,586,846	84%	(979,753)	(11%)	6,842,172	81%	764,921	11%
56	NON-FEDERAL FUNDING										
64	Total Private and Unrestricted	280,732	3%	458,062	4%	(177,331)	(39%)	619,660	7%	(338,928)	(55%)
65											
74	Total Other Government Funding	1,522,373	16%	1,215,152	12%	307,221	25%	1,020,000	12%	502,373	49%
76	TOTAL NON-FEDERAL FUNDING	1,803,104	19%	1,673,214	16%	129,890	8%	1,639,660	19%	163,444	10%
78 73	TOTAL FUNDING	9,410,198	100%	10,260,060	100%	(849,863)	(8%)	8,481,832	100%	928,366	11%
80	EXPENDITURES										
81	FEDERAL CONTRACTS										
100	Total WIOA Contracts	2,952,005	31%	4,081,521	43%	(1,129,516)	(28%)	2,692,613	32%	259,392	10%
106	Total Governer Discretionary Contracts	322,660	3%	87,516	1%	235,144	269%	363,639	4%	(40,979)	(11%)
117	Total Other Federal Contracts	1,890,521	20%	1,414,573	15%	475,948	34%	1,598,143	19%	292,379	18%
119	TOTAL FEDERAL CONTRACTS	5,165,186	55%	5,583,611	58%	(418,425)	(7%)	4,654,395	55%	510,791	11%
121	NON-FEDERAL CONTRACTS										
129	Total Private and Unrestricted Contracts	199,115	2%	211,444	2%	(12,329)	(6%)	231,694	3%	(32,579)	(14%)
139	Total Other Government Contracts	1,118,551	12%	1,007,167	11%	111,384	11%	645,000	8%	473,551	73%
141	TOTAL NON-FEDERAL CONTRACTS	1,317,666	14%	1,218,611	13%	99,055	8%	876,694	10%	440,972	50%
143	DIRECT AND INDIRECT COSTS										
165	Total Infrastructure Agreements **	426,776	5%	298,438	3%	128,338	43%	413,978	5%	12,798	3%
167	WSW Coordination and Administration										
168	Personnel - wages and benefits	2,077,421	22%	1,971,467	21%	105,954	5%	2,028,221	24%	49,200	2%
169 170	Professional fees - accounting, legal, consulting	68,950	1% 0%	95,150	1% 0%	(26,200)	(28%) 8%	68,950 33,600	1% 0%	6,600	0% 20%
171	IT: Professional support IT:Licensing, annual fees,software	40,200 34,801	0%	37,200 64,635	1%	3,000 (29,834)	(46%)	41,738	0%	(6,937)	(17%)
172	Supplies-general office & kitchen	7,377	0%	10,010	0%	(2,633)	(26%)	7,377	0%	-	0%
173	Telephone	12,500	0%	11,436	0%	1,064	9%	12,500	0%	-	0%
174	Postage, print,copy, rentals	200	0%	900	0%	(700)	(78%)	750	0%	(550)	(73%)
175 176	Occupancy External Printing & publications	134,340 750	1% 0%	123,420 3,000	1% 0%	10,920	9%	123,420 750	1% 0%	10,920	9% 0%
178	Individual Travel	750	070	3,000	070	(2,250)	(75%)	730	070	-	076
179	Local travel & mileage	10,000	0%	22,350	0%	(12,350)	(55%)	10,000	0%	_	0%
180	Long distance travel	5,000	0%	7,500	0%	(2,500)	(33%)	5,000	0%	-	0%
181	Individual Travel	15,000	0%	29,850	0%	(14,850)	(50%)	15,000	0%	-	0%
183	Conferences & Meetings:										
184	Individual Industry and CBO	9,500	0%	9,500	0%	-	0%	9,500	0%	-	0%
185 186	Group Conference Events including Travel Washington Workforce Association (WWA)	13,000	0%	12,000	0%	1,000	8%	13,000	0%	-	0% 0%
187	National Association of Workforce Boards (NAWB)	9,000	0%	18,000	0%	(9,000)	(50%)	13,000	0%	9,000	100%
188	Prepaid NAWB Registration and Flights	-	0%	-	0%	(5,000)	100%	-	0%	-	0%
189	Conferences & Meetings total	31,500	0%	39,500	0%	(8,000)	(20%)	22,500	0%	9,000	40%
190	Insurance	19,464	0%	18,538	0%	926	5%	19,464	0%	-	0%
191 192	Furniture & equipment Local meeting support	20,870 6,000	0% 0%	41,099 5,350	0% 0%	(20,228) 650	(49%) 12%	20,870 6,000	0% 0%		0% 0%
193	Memberships & Subscriptions	23,696	0%	23,520	0%	176	1%	23,696	0%	_	0%
194	Staff Training	7,500	0%	50,000	1%	(42,500)	(85%)	7,500	0%	-	0%
196	Total WSW Coordination and Admin	2,500,570	27%	2,525,075	26%	(24,506)	(1%)	2,432,336	29%	68,233	3%
219	Total Special Projects & Prepaids or allowance for under	-	0%	(47,928)	(1%)	- '	0%	-	(0%)	-	0%
221	TOTAL DIRECT AND INDIRECT COSTS	2,927,346	31%	2,775,586	29%	103,832	3.74%	2,846,314	34%	81,032	3%
223	TOTAL EXPENDITURES	9,410,198	100%	9,577,807	100%	(215,537)	(2%)	8,377,403	100%	1,032,795	12%
224	FUNDING LESS EXPENDITURES*	(0)		682,253		(==5,553)	(= .0)	104,429		(104,429)	(100%)
227	* PY23 revised budget intentially nets to zero - see future per	riod holdback for		tal							,
228	**Expected IFA expense offset contributions from partners m	oved to new fund	ding section	n of the (proposed	d) report.						